

Town of
Stettler



COUNCIL MEETING

OCTOBER 26, 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, OCTOBER 26th, 2021
6:30 P.M. (FOLLOWING ORGANIZATIONAL MEETING)
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of October 5th, 2021 5-9
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
 - (a) 2021 AUMA Convention 10-78
 - (b) 2021 Capital Budget – Fire Department Cargo Trailer 79
 - (c) Apex Utilities – Total Revenues Derived from Delivery Tariff 80-81
 - (d) Stettler Fire Department – Green Lights for Volunteer Firefighters 82
 - (e) 2021 Budget Summary – September 30, 2021 83-84
 - (f) 2021 Capital Budget Summary – September 30, 2021 85-89
 - (g) CAO Reports 90-95
 - (h) Meeting Dates
 - Tuesday, November 2 – Council – 6:30pm
 - Tuesday, November 9 – COW – 4:30pm
 - **Friday, November 5 – Council Orientation – 9:00am–4:00pm – SRC (HUB)**
 - **Wednesday, November 17th- Friday, November 19th – 2021 AUMA Convention**
 - **Monday, November 22 – Emergency Management Advisory Meeting – 1:00pm**
 - **Tuesday, November 23 – Council – 6:30pm**
 - Tuesday, December 7 – Council – 6:30pm
 - **Monday, December 13 – Regional Water Meeting – 1:00pm**
 - Tuesday, December 14 – COW – 6:30pm
 - Tuesday, December 21 – Council – 6:30pm
 - (i) Accounts Payable in the amount of \$1,302,654.79 96-116
 (\$116,178.07 + \$111,389.95 + \$131,950.88 + \$4,798.37 + \$240,781.53 + \$21,037.72
 + \$121,389.02 + \$63,864.66 + \$491,264.59)

**COUNCIL AGENDA
OCTOBER 26th, 2021
PAGE 2**

- 7. **Council**
 - (a) Meeting Reports
- 8. **Minutes**
- 9. **Public Hearing**
- 10. **Bylaws**
- 11. **Correspondence**
 - (a) Government of Alberta - App to Scan COVID-19 Vaccine QR Codes Now Available 117-119
 - (b) Parkland Regional Library Board – Information for New Council 120-125
- 12. **Items Added**
- 13. **In-Camera Session**
- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 5th, 2021 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky

Assistant CAO S. Gerlitz

Director of Planning & Development L. Graham

Media (2)

Absent:

Call to Order:

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

Mayor Nolls acknowledged that this would be Councillor Campbell's and Councillor Fischer's final Council Meeting as their terms come to a close. Mayor Nolls provided a brief tribute to both Councillors.

Councillor Campbell has served as a Town Councillor since 1995, following his term as Clearview School Board Trustee Beginning in 1983. Councillor Fischer has served as a Town Councillor since 2010. Mayor Nolls noted that both Councillors have become excellent mentors and friends, and thanked them for their dedication to the Town of Stettler Council.

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

CAO Switenky advised that an In-Camera Session has been added to the agenda under 13(a).

Motion 21:10:01

Moved by Councillor Smith to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held September 21st, 2021

Motion 21:10:02

Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on September 21st, 2021 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the September 21st, 2021 Minutes

None

4. **Citizen's Forum:** (a) None

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

6. **Administration:**

(a) Request for Subdivision 2021-05 & Consolidation – Lot 3, 4 and 5, Block 1, Plan 1321364

Mayor Nolls welcomed Director of Planning & Development L. Graham to the meeting.

L. Graham advised that the applicant is proposing to subdivide Lot 4, Block 1, Plan 1321364 to create 2 separate parcels and subsequently consolidate the north half of the newly subdivided parcel (Lot 4) with Lot 5, Block 1, Plan 1321364 and the south half of (lot 4) with Lot 3, Block 1, Plan 1321364.

Motion 21:10:03

Moved by Councillor Lawlor that the Town of Stettler Council approve the application as per Tentative Plan due to the following:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. That the application is consistent with the policies of the Municipal Development Plan;
3. That the applicant is consistent with the Land Use Bylaw 2060-15.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application be approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1)(d) of the Municipal Government Act.

MOTION CARRIED
Unanimous

(b) Parkland Regional Library – 2022 Budget Requisition

Assistant CAO S. Gerlitz advised that the Town is in receipt of the Parkland Regional Library’s budget for 2022 (1 year budget), with a 2022 per capita requisition of \$8.55 – (2021 – \$8.55 – 0% increase / 2020 - \$8.55 – 0% increase).

Year	Per Capita	Population	Requisition	Diff	%
2004			\$21,060.78		
2005			\$28,377.18	\$7,316.40	35%
2006			\$28,377.18	\$0.00	0%
2007			\$29,526.90	\$1,149.72	4%
2008			\$33,103.98	\$3,577.08	12%
2009	\$6.58	5843	\$38,446.94	\$5,342.96	16%
2010	\$6.77	5843	\$39,557.11	\$1,110.17	3%
2011	\$6.97	5843	\$40,725.71	\$1,168.60	3%
2012	\$7.07	5843	\$41,310.01	\$584.30	1%
2013	\$7.28	5748	\$41,845.44	\$535.43	1%
2014	\$7.50	5748	\$43,110.00	\$1,264.56	3%
2015	\$7.73	5748	\$44,432.04	\$1,322.04	3%
2016	\$7.88	5748	\$45,294.24	\$862.20	2%
2017	\$8.04	5748	\$46,213.92	\$919.68	2%
2018	\$8.12	5952	\$48,330.24	\$2,116.32	5%
2019	\$8.25	5952	\$49,104.00	\$773.76	2%
2020	\$8.55	5952	\$50,889.60	\$1,785.60	4%
2021	\$8.55	5952	\$50,889.60	\$0.00	0%
2022	\$8.55	5952	\$50,889.60	\$0.00	0%
2023	\$8.72	5952	\$51,907.39	\$1,017.79	2%
2024	\$8.90	5952	\$52,945.54	\$1,038.15	2%
2025	\$9.07	5952	\$54,004.45	\$1,058.91	2%

The Parkland Regional Library Board is required to have their current year budget approved by participating members

each year. The Parkland Regional Library Board requests that council approves the 2022 budget and notifies PRL in writing so that any concerns can be addressed at the PRL Board Meeting on November 4th.

Motion 21:10:04

Moved by Councillor Lawlor that the Town of Stettler Council approve the Parkland Regional Library 2022 Budget with a requisition of \$8.55 per capita – Total Requisition – \$50,889.60 (5952 x \$8.55)

MOTION CARRIED
Unanimous

(c) Bank Reconciliation – July 31, 2021

Motion 21:10:05

Moved by Councillor Barros that the Town of Stettler Council accept the Bank Reconciliation as of July 31, 2021 as presented.

MOTION CARRIED
Unanimous

(d) Bank Reconciliation – August 31, 2021

Motion 21:10:06

Moved by Councillor Fischer that the Town of Stettler Council accept the Bank Reconciliation as of August 31, 2021 as presented.

MOTION CARRIED
Unanimous

(f) Meeting Dates

- Tuesday, October 12 – COW – 4:30pm
- **Monday, October 18 – 2021 Municipal Election**
- **Tuesday, October 26 – Council Swearing-In Ceremony – 2:00pm**
- **Tuesday, October 26 – Organizational Meeting – 6:30pm**
- **Tuesday, October 26 – Council – Following Organizational Meeting**
- Tuesday, November 2 – Council – 6:30pm
- **Friday, November 5 – Council Orientation – 9:00am-4:00pm – SRC (HUB)**
- **Wednesday, November 17th- Friday, November 19th – 2021 AUMA Convention**
- **Tuesday, November 23 – Council – 6:30pm**
- Tuesday, December 7 – Council – 6:30pm
- Tuesday, December 14 – COW – 6:30pm
- Tuesday, December 21 – Council – 6:30pm

Motion 21:10:07

Moved by Councillor Pfeiffer that the Town of Stettler Council cancel the October 12th Committee of the Whole Meeting.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$762,256.17

Motion 21:10:08

Moved by Councillor Campbell that the Accounts Payable in the amount of \$762,256.17 (\$129,084.73 + \$438,003.47 + \$39,186.72 + \$155,981.25) for the period ending October 5th, 2021 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

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

(a) Mayor Nolls

September 22 – Talk of the Town
September 24 – Signed Cheques at the Town Office
September 24 – Community Builders Unveiling
September 29 – Talk of the Town
September 30 – Meeting with Department Heads
October 1 – Signed Proclamation for Canadian Library Month
October 1 – Mayor of Ponoka Retirement Celebration
October 5 – Signed Cheques at the Town Office

(b) Councillor Barros

September 24 – Community Builders Unveiling
September 24 – Meeting with Local Businessman
September 27 – Town of Stettler Candidates Forum
October 2 – Presentation to Rob Spencer

(c) Councillor Campbell

September 23 – Stettler Learning Centre Open House
September 24 – Community Builders Unveiling
October 1 – Mayor of Ponoka Retirement Celebration

(d) Councillor Fischer

September 24 – Community Builders Unveiling
October 1 – Mayor of Ponoka Retirement Celebration

(e) Councillor Lawlor

September 27 – Town of Stettler Candidates Forum
October 4 – Stettler Ambulance Service Accreditation of Service Review
October 4 – Stettler Library Personnel & Finance Committee Budget Discussion

(f) Councillor Pfeiffer

September 24 – Community Builders Unveiling
September 27 – Town of Stettler Candidate's Forum
September 28 – Stettler FCSS Meeting

(g) Councillor Smith

September 24 – Community Builders Unveiling
September 27 – Town of Stettler Candidate's Forum
September 28 – Stettler FCSS Meeting
October 2 – Presentation to Rob Spencer
October 4 – Stettler Museum Executive Budget Meeting

Motion 21:10:09

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

MOTION CARRIED
Unanimous

8. **Minutes:** (a) Parkland Regional Library Services Board – September 16, 2021

(b) Stettler District Ambulance Association – September 20, 2021

Motion 21:10:10

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Minutes (a-b) as presented.

MOTION CARRIED
Unanimous

- 9. **Public Hearing:** (b) None
- 10. **Bylaws:** (a) None
- 11. **Correspondence:** (a) None
- 12. **Items Added:** (a) None
- 13. **In-Camera Session:** (a) COVID-19 Regulations – Third Party Information – FOIP – Section 16

Motion 21:10:11

Moved by Councillor Barros that the Town of Stettler Council enter an In-Camera Session with the CAO and Assistant CAO present.

MOTION CARRIED
Unanimous at 7:00 p.m.

Motion 21:10:12

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

MOTION CARRIED
Unanimous at 7:13 p.m.

- 14. **Adjournment:**

Motion 21:10:13

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

MOTION CARRIED
Unanimous at 7:13 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: CAO, Greg Switenky
From: Communications Officer Lara Angus
Date: October 22, 2021
Re: 2021 AUMA Convention

Overview:

The 2021 Alberta Urban Municipalities Association (AUMA) Convention is taking place from November 17-19 at the Edmonton Convention Centre. Registrations have been secured for all members of Council as well as select members of Senior Administration.

Participants will be staying at the Westin Downtown from Tuesday, November 16th – Friday, November 19th. A group dinner will be held on Thursday, October 18th at 7:30 p.m. Participants will be receiving an e-mail with their hotel confirmation prior to the convention.

Please be advised that in order to continue with an in-person event, the Edmonton Convention Centre, along other partnering Sponsors' Networking Event venues, must adhere to the provincial Restrictions Exemption Program. This means that all delegates, speakers, contractors, government partners and trade show vendors will be required to show one of the following each time they enter a facility:

- Proof of full vaccination (both vaccination doses must be administered 14-days prior),
- Proof of negative, privately-paid test result within 72-hours of the time and day you are entering the facility, or
- An original medical exemption letter.

If you have any immediate questions or concerns relating to the convention, please contact Communications Officer Lara Angus at 403-742-8305 or langus@stettler.net .

Good afternoon,

The 2021 AUMA Convention is right around the corner, taking place November 17 – 19, 2021 at the Edmonton Convention Centre. While we are excited to report that we are continuing to plan for an in-person event, we will be adjusting our health and safety protocols to meet provincial restrictions that are in place.

In order to continue with an in-person event, the Edmonton Convention Centre, along other partnering Sponsors' Networking Event venues, must adhere to the provincial Restrictions Exemption Program. This means that all delegates, speakers, contractors, government partners and trade show vendors will be required to show one of the following each time they enter a facility:

- Proof of full vaccination (both vaccination doses must be administered 14-days prior),
- Proof of negative, privately-paid test result within 72-hours of the time and day you are entering the facility, or
- An original medical exemption letter.

Please note, as per the REP requirements copies of medical exemption letters will not be accepted - it must be the original letter. Results from Alberta Health Services tests are not permissible.

If your privately-paid testing is completed after 1:00 p.m. on Tuesday, November 16, those test results will permit your attendance for the remaining 72-hours of Convention - so, until the event closes on Friday, November 19. However, if your test is completed prior to Tuesday, November 16, those test results will not be valid for admission into the Edmonton Convention Centre on Friday as the 72-hour will have lapsed. You will require a new, privately-paid test prior to Friday's session.

We will also be following the current mask bylaws in place, which require attendees to be masked at all times unless consuming food or beverage at a table. Please note, eating and drinking are only permitted while at a table, either seated or standing. We thank you, in advance, for your cooperation.

If you have any questions or concerns ahead of our event, please contact events@auma.ca. We look forward to being together next month.

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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**AUMA is doing its part to protect the health of its members, partners, and employees.
Fully vaccinated and masked visitors will be welcome at the AUMA office.
Please contact us to make alternative arrangements if you are unable to meet these requirements.**

2021 AUMA Convention & Trade Show Agenda

November 17 – 19, 2021

Edmonton Convention Centre

Agenda subject to change, including session times and locations

Monday, November 15

12:00 p.m. – 3:00 p.m. Registration **ASSEMBLY FOYER**
12:00 p.m. – 1:00 p.m. Pre-Convention Lunch **MEETING ROOM FOYER**
1:00 p.m. – 4:30 p.m. Pre-convention Sessions – Munis 101 **SALON 9**
1:00 p.m. – 4:30 p.m. Pre-convention Sessions – Munis 101 **SALON 10**

Tuesday, November 16

7:00 a.m. – 4:00 p.m. Registration **ASSEMBLY FOYER**
7:30 a.m. – 8:30 a.m. Pre-convention Sessions – Continental Breakfast **MEETING ROOM FOYER**
8:30 a.m. – 3:30 p.m. Pre-convention Session – Legal Seminar (RMRF) **SALON 8**
Pre-convention Session –Munis 101 (Day 2) **SALON 9**
Pre-convention Session - Munis 101 (Day 2) **SALON 10**
11:45 a.m. – 12:45 p.m. Pre-convention Sessions – Lunch **MEETING ROOM FOYER**

Wednesday, November 17

8:00 a.m. – 5:30 p.m. Registration **ASSEMBLY FOYER**
8:30 a.m. – 9:30 a.m. Hot Buffet Breakfast **ASSEMBLY FOYER**
9:30 a.m. Morning Announcements **HALL A**
10:00 a.m. – 11:15 a.m. Board & Committee Reports [4 concurrent]
Advocating for small communities in a big world (Small Communities) SALON 8
CPP – Current and future state (APEX Board of Directors) SALON 9
New developments in hydrogen and what it means for municipalities (Infrastructure and Energy) SALON 10
Drug decriminalization (Safe and Healthy Communities) SALON 11
Building Indigenous Relations in your community SALON 12
11:15 a.m. - 12:30 p.m. Buffet Lunch **ASSEMBLY FOYER**
11:15 a.m. - 12:30 p.m. VIP Lunch **SALON 4**
12:30 p.m. – 3:00 p.m. Opening Ceremonies **HALL A**
Processional
O'Canada
Indigenous Welcome
Opening remarks & Greetings
ATCO Remarks (*Opening Ceremonies Sponsor*)
President's Remarks
Brand Launch
Opening Entertainment
3:00 p.m. - 5:30 p.m. Trade Show Opens - Trade Show Dessert Reception **HALL BC**
4:30 p.m. - 6:00 p.m. Alberta Municipal Affairs Reception **ASSEMBLY FOYER**
After 6:00 p.m. Sponsors' Networking Events **VARIOUS LOCATIONS**

Thursday, November 18

7:30 a.m. – 4:30 p.m. Registration **ASSEMBLY FOYER**
7:30 a.m. - 8:30 a.m. Hot Buffet Breakfast **ASSEMBLY FOYER**
8:20 a.m. Morning Announcements **HALL A**
8:30 a.m. – 9:00 a.m. AUMA Awards video **HALL A**
9:00 a.m. – 2:00 p.m. Trade Show Opens **HALL BC**
9:00 a.m. – 9:15 a.m. Opposition Leader Address **HALL A**
9:30 a.m. – 10:45 a.m. Board & Committee Reports [4 concurrent]
Waste to energy and water conservation (Sustainability and Environment) SALON 4
What do we do for you? (AUMA Executive Committee) SALON 8
Cyber Security (Audit and Finance Committee) SALON 9
Setting the table for success (Municipal Governance Committee) SALON 12

9:30 a.m. – 10:45 a.m.	*CAO/CFO Session – <i>Executing Capital Plans in Uncertain Times</i> – SALON 11
11:00 a.m. – 12:00 p.m.	Education Sessions [6 concurrent] <i>Top Tips for Working with your Municipal Administration - LGAA</i> SALON 4 <i>How to Implement a Community-focused Strategic Plan that Works</i> SALON 8 <i>Economics, Energy, and Environment</i> SALON 9 <i>How is that new technology working for you?</i> SALON 10 <i>The Role that Elected Officials Play in Economic Development</i> SALON 11 <i>Laughing matters</i> SALON 12
12 :00 p.m. – 1:50 p.m.	Trade Show Buffet Lunch and Prize Draws HALL BC
2:00 p.m. – 4:30 p.m.	Resolutions HALL A
4:30 p.m. – 5:30 p.m.	AUMA Networking Event and Awards Reception ASSEMBLY FOYER
6:00 p.m. – 9:00 p.m.	City of Edmonton Reception CITY HALL
After 6:00 p.m.	Sponsors’ Networking Events VARIOUS LOCATIONS

Friday, November 19	
All programming is in HALL A on Friday. The program order you see below is subject to change and we will flow from one convention element into the next.	
7:00 a.m. – 12 noon	Registration ASSEMBLY FOYER
7:00 a.m. - 8:30 a.m.	Hot Buffet Breakfast ASSEMBLY FOYER
8:00 a.m.	Morning Announcements AUMA Annual General Meeting Election of AUMA President Election of AUMA Directors Election of AUMA Vice Presidents Premier Address Minister of Municipal Affairs Minister Dialogue #1 Minister Dialogue #2 Entertainment – Steve Patterson Introduction of 2021-2022 Board of Directors Prize, Convention Close & Goodbye!
APPROX. 1:00 p.m.	Bag Lunch To Go ASSEMBLY FOYER
Mark your calendars for next year! Calgary, AB September 21 – 23, 2022	

2021 Resolutions Book

VERSION 1 – SEPTEMBER 23, 2021

Resolutions for discussion at the 2021 Annual Convention

Alberta Urban Municipalities Association

2021 Convention

Edmonton, Alberta

November 17-19

Resolutions Session

Thursday, November 18

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About Resolutions

Alberta Urban Municipalities Association (“AUMA”) represents over 260 municipalities that face a wide variety of complex issues. AUMA’s vision is to be a change agent that enables municipalities to be a fully engaged order of government with the capacity to build thriving communities. AUMA’s mission is to be the voice of our member municipalities and provide visionary leadership, solutions-based advocacy and service excellence.

As part of fulfilling our vision and mission, AUMA conducts an annual resolutions process that enables member municipalities to identify and prioritize common issues and solutions and empower AUMA’s Board of Directors to advocate to the federal and provincial governments on members’ behalf. This process includes a Resolutions Session at AUMA’s Convention where members vote on the resolutions submitted.

As set out in AUMA’s [Resolutions Policy](#), a resolution must address a topic of concern affecting municipalities on a regional or provincial level, and must be approved by the council of the sponsoring municipality and seconded by an additional municipal council. A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action, by the AUMA.

Resolutions adopted by members annually at Convention are typically active for three years. AUMA administration, standing committees and the Board take action to develop and implement advocacy strategies for each resolution. Given the scope, complexity and volume of issues facing municipalities, AUMA uses a [framework](#) to prioritize where it invests our collective efforts.

All resolutions from the current year and the six previous years, including those that are both active and expired, are posted in the [Resolutions Library](#) on AUMA’s website. Resolutions are categorized under [five advocacy subject areas](#):

- Economic
- Environment
- Governance
- Infrastructure
- Social

AUMA Resolutions Policy

POLICY NO. AP002 – Revised December 2020

PURPOSE

1. AUMA represents over 260 municipalities that face a wide variety of complex issues. AUMA's vision is to be a change agent that enables municipalities to be a fully engaged order of government with the capacity to build thriving communities. AUMA's mission is to be the voice of urban municipalities and provide visionary leadership, solutions-based advocacy and service excellence.
2. As part of fulfilling our vision and mission, AUMA conducts a resolutions process that enables Member municipalities to identify and prioritize common issues and solutions that empower AUMA's Board of Directors to advocate to the federal and provincial governments on Members' behalf.
3. The purpose of the Resolutions policy ("the Policy") is to establish a clear and consistent process for resolutions that aligns with AUMA's broader advocacy initiatives.

DEFINITIONS

4. In this Policy:
 - a. "**Advocacy**" means the wide variety of actions undertaken by AUMA to address municipal issues.
 - b. "**AUMA**" means the Alberta Urban Municipalities Association.
 - c. "**AUMA Administration**" means AUMA employees.
 - d. "**Board**" means the AUMA Board of Directors.
 - e. "**Board Member**" refers to a Member of the AUMA Board of Directors.
 - f. "**CEO**" means the Chief Executive Officer of AUMA.
 - g. "**Committee**" means a standing Committee of the Board or an ad-hoc Committee established by the Board.
 - h. "**Convention**" means the annual Convention held by AUMA to conduct the business of the Association, consider resolutions, and provide opportunities for education and networking.
 - i. "**Elected Representative**" refers to an elected representative of a Member of AUMA.
 - j. "**Member**" refers to a Regular Member of AUMA.
 - k. "**Political Capital**" refers to the goodwill, trust and influence a political figure/organization has with the public and other political figures/organizations.
 - l. "**Regular Member**" means any city, town, village, summer village, and specialized municipality that has been classified as a Regular Member in accordance with Article IV of the AUMA Bylaws.

- m. **Resolutions Book**” means the electronic document that includes resolutions to be considered at Convention.

POLICY

Call for Resolutions

- 5. No later than January 31 of each year, AUMA issues a call for resolutions to be considered at AUMA’s Convention during the Resolutions Session.
- 6. The call includes information on:
 - a. AUMA’s resolutions policy and process, including a resolution writing guide and template;
 - b. AUMA’s prioritization policy and process, so that Members understand how AUMA identifies the level of engagement it invests in various issues;
 - c. Strategic initiatives approved by the Board, so Members are aware of where AUMA is focusing its attention and resources; and
 - d. The Resolutions Library, so Members are aware of past resolutions and AUMA activities, as well as resolutions that are due to expire at that year’s Convention as per Section 61 of this policy.

Movers and Seconders

- 7. Resolutions may be sponsored by:
 - a. A single Member’s council. Resolutions sponsored by a single Member must be seconded by another Member’s council;
 - b. The councils of a group of Members. All group-sponsored resolutions are deemed to be seconded; or
 - c. The Board.
- 8. The sponsor of a resolution is deemed to have moved the resolution and is referred to as the “mover”.

Research and Writing

- 9. As outlined by the template in Appendix A, each resolution shall be written in the following format:
 - a. A concise title, which specifies the issue in the resolution;
 - b. A preamble of “WHEREAS” clauses, which provide a clear, brief, and factual context for the operative clause;
 - c. An operative clause, which clearly sets out what the resolution is meant to achieve and the proposal for action; and
 - d. Background information, which provides further context as to why the issue is important to Alberta municipalities.

10. The mover has primary responsibility for researching and drafting the resolution.
11. Members are encouraged to seek initial advice from AUMA Administration on resolution topics and sources of information, as well as feedback on the format, accuracy, and clarity of draft resolutions.

Submission

12. Resolutions must be submitted to AUMA Administration no later than May 31 of each year.
13. AUMA's CEO may grant an extension of the deadline if:
 - a. Convention is scheduled later than Thanksgiving Day in any year; or
 - b. Conditions prevent Members from submitting resolutions by the deadline (e.g. emergency events.)
14. Resolutions must be submitted:
 - a. Electronically, as specified in the call for resolutions;
 - b. In the format specified by the template in Appendix A;
 - c. With minutes that show proof of the moving and seconding councils' approvals as required in Section 7; and
 - d. In adherence to the guidelines presented in this policy.

Emergent Resolutions

15. A resolution related to a matter of an urgent nature arising after the resolution deadline may be considered as "emergent" on a case-by-case basis.
16. The criteria of an emergent resolution are that it **must**:
 - a. Deal with an issue of concern to Alberta municipalities that has arisen after the resolution deadline, or just prior to the resolution deadline, such that Members could not submit it as a regular resolution;
 - b. Have a critical aspect that needs to be addressed before the next Convention; and
 - c. Comply with the guidelines for resolutions set out in this policy.
17. Members wishing to move emergent resolutions shall provide notice to AUMA Administration as soon as possible with a deadline of the first day of Convention.
18. Emergent resolutions must be submitted:
 - a. Electronically, as specified in the call for resolutions;
 - b. In the format specified by the template in Appendix A;
 - c. Along with minutes that show proof of the moving council's approval and
 - d. In adherence to the guidelines presented in this policy.

19. The proposed resolution will be deemed to have met the criteria of an emergent resolution by either:
 - a. AUMA's Board, if the proposed emergent resolution is submitted before the final Board meeting prior to Convention; or
 - b. AUMA's Executive Committee, if the proposed emergent resolution is submitted after the final Board meeting prior to Convention.
20. If the Board or Executive Committee determines the resolution meets the criteria of an emergent resolution, the Board or Executive Committee will second the resolution.
21. If the resolution receives approval for consideration after the Convention Guide is sent to be published, the mover will provide AUMA with 1,000 printed copies of the resolution.
22. Emergent resolutions accepted by the AUMA Board or Executive Committee shall be added to the Resolution Session Agenda following the Category C resolutions as defined in Section 24(a).

AUMA Review

23. AUMA Administration will review resolutions as they are submitted and advise movers if a resolution:
 - a. Could trigger any of the criteria set out in Section 27;
 - b. Addresses a topic covered by an already active resolution;
 - c. Contradicts existing AUMA policy;
 - d. Should be combined with a similar resolution being moved by another municipality;
or
 - e. Has any further deficiencies such as:
 - i. Absence of any indication of the resolution being endorsed by the council of the moving and seconding municipality;
 - ii. Unclear, contradictory, incorrect, or misleading statements;
 - iii. Lack of enough background information to justify the action being proposed;
or
 - iv. Incorrect formatting.
24. AUMA Administration will compile resolutions into a draft Resolutions Book that:
 - a. Categorizes resolutions as follows:
 - i. Category A – position papers moved by the Board;
 - ii. Category B – issues that relate to AUMA's strategic initiatives; or
 - iii. Category C – other issues of potential interest to Alberta municipalities.

Resolutions within these categories may be grouped by theme. (e.g. governance, infrastructure, safe and healthy communities)

- b. Proposes AUMA comments on each resolution relating to:
 - i. Whether and how the resolution relates to an existing AUMA position or strategic initiative; and
 - ii. Other considerations that may affect AUMA's ability to act on the resolution.
 - c. Identifies resolutions that potentially trigger the criteria set out in Section 28.
25. AUMA's Municipal Governance Committee will review and recommend any amendments to the draft Resolutions Book as required, including proposed comments and any Section 28 concerns.
26. The draft Resolutions Book will then be forwarded to the Board for consideration.
27. To preserve AUMA's credibility, the Board reserves the right to ensure issues raised by resolutions to be considered at Convention are related to municipal interests and do not:
- a. Involve conflicts between individual municipalities;
 - b. Involve conflicts between individual municipalities and citizens, other organizations, etc.;
 - c. Involve internal issues of a municipality;
 - d. Promote the interests of individual businesses;
 - e. Direct a municipality to take a course of action;
 - f. Result in the perception that AUMA is partisan and supports a political party or candidate; or
 - g. Lack the clarity required to determine the issue and/or what is being asked of the AUMA.
28. If Section 27 conditions exist, the Board may reject the proposed resolution and notify the mover with an explanation of why the resolution will not appear in the Resolutions Book.
29. The mover of a rejected resolution may appeal the decision by bringing forward a motion at the Resolutions Session for the resolution to be considered, and the decision can be reversed by 2/3 majority of votes cast.
30. The AUMA will electronically publish and distribute the Resolutions Book to Members at least eight (8) weeks prior to Convention to give councils enough time to review and discuss the resolutions.
31. Resolutions are also published in the Resolutions Library on AUMA's website and distributed at Convention.

Resolutions Session

32. All procedures at the Resolutions Session will be governed by Robert's Rules of Order as modified by this policy.
33. As provided in AUMA's Bylaws, quorum for all proceedings at a Resolutions Session will be comprised of Elected Representatives of 25% of AUMA's Regular Members.
34. Prior to the beginning of the Resolutions Session, the Resolutions Session Chair will ask for a motion from the floor to adopt the Resolutions Session Agenda as presented in the Convention Guide, with the addition of any emergent resolutions submitted after the guide was published.
35. Amendments from the floor to the Resolutions Session Agenda will be accepted when duly moved and seconded.
36. The motion to approve the Resolutions Session Agenda will be passed by a simple majority of votes cast. A 2/3 majority of the votes cast will be required to approve amendments to the Resolutions Session Agenda.
37. If there are no amendments to the Resolutions Session Agenda, resolutions will be debated in the order they are presented in the Convention Guide. No further amendments to the approved Agenda will be accepted.
38. So long as there is quorum (Section 33), the Resolutions Session shall not be closed until all resolutions listed in the agenda are debated and voted upon, or the allotted time for the Resolutions Session has expired, unless the majority of delegates present vote to extend the allotted time.
39. Resolutions which are not debated at a Resolutions Session because of insufficient time or lack of quorum will be considered by the Board following the Convention.

Adoption

40. The Resolutions Session Chair will introduce each proposed resolution by indicating its number, title, the names of the mover and seconder, and the operative clause.
41. A mover may withdraw a proposed resolution when the resolution is introduced. In this event, the Resolutions Session Chair shall declare the resolution withdrawn and no further debate or comments will be allowed.
42. Resolutions that are moved by the Board must be seconded from the floor by an Elected Representative of a Member.

43. A spokesperson from the mover will then have up to two (2) minutes to speak to the resolution.
44. Next, AUMA comments on member-moved resolutions may be presented by a Board Member.
45. These comments must be approved in advance by the Board.
46. The Resolutions Session Chair will then open debate by calling for a speaker in opposition, seeking clarification or proposing an amendment.
47. Speakers will have a two (2) minute time limit and shall not speak more than once on any one question.
48. If no one rises to speak in opposition, for clarification, or to propose an amendment to a resolution, the question will be immediately called.
49. As provided in the AUMA Bylaws, the persons entitled to speak to a resolution during the Resolutions Session are:
 - a. Elected Representatives in attendance whose municipalities are Regular Members of AUMA in good standing.
 - b. In the event a Regular Member is unable to be represented at the Resolutions Session by an Elected Representative, an official appointed by motion of the Council to represent it, if notice of such appointment is submitted in writing to AUMA's CEO at least three (3) days prior to the date of the Resolutions Session.
 - c. Upon a motion from the floor, or at the discretion of the Resolution Session Chair, a representative of an Associate Member as defined in AUMA's bylaws.
50. No debate on accompanying background material and information for resolutions is allowed.
51. When no opposing position speaker is available, the Resolutions Session Chair will declare the end of the debate and the spokesperson from the mover will be allowed one (1) minute for the closing of debate.
52. Amendments, including "minor amendments" should be submitted in writing to the Resolutions Session Chair prior to the amendment being introduced, but verbal amendments will also be accepted from the floor.
53. Amendments must be seconded from the floor or they do not proceed.
54. Debate procedures for an amendment shall be the same as for a resolution as set out in Sections 43 to 51.

55. The conflict of interest guidelines for council votes, as outlined in the *Municipal Government Act*, shall also apply to Convention resolution votes for all delegates. It is incumbent upon each delegate to adhere to these guidelines.
56. Voting may, at the discretion of the Resolutions Session Chair, be by:
 - a. electronic device;
 - b. a show of hands of eligible voters; or
 - c. paper ballot.
57. The number of votes necessary for any resolution to pass is a simple majority of votes cast for that resolution (50% plus one vote).

Action on Adopted Resolutions

58. All adopted resolutions will be sent to the relevant provincial and/or federal ministry or organization for response.
59. Further advocacy on resolutions will be recommended to the Board by the relevant Committee based on analysis completed using the Prioritization and Levels of Engagement Frameworks in Appendix B.
60. Category A resolutions are considered active until the Board deems them to be complete or inactive.
61. Category B and C resolutions have an active life of up to three (3) years if not completed before then, following which they are deemed inactive.
62. Members or the Board may sponsor renewal of a resolution that is going to expire.

POLICY REVIEW

63. This Policy will be reviewed annually. Any required changes will be presented to the AUMA Board for approval.

APPENDICES

- A. Resolution Template
- B. Prioritization and Levels of Engagement Frameworks

APPENDIX A Resolution Template

Title of resolution:

Moved by:

Seconded by:

WHEREAS *the purpose of the “Whereas” clauses is to clearly and succinctly describe the issue or opportunity that the resolution is bringing forward, and identify why the subject is relevant to Alberta municipalities;*

WHEREAS *the clauses should identify whether the issue involves the need for information sharing, policy changes, legislative/regulatory change or a combination thereof, and refer to specific documents and sections whenever possible;*

WHEREAS *depending on the complexity of the issue, including roughly five “Whereas” clauses is ideal;*

WHEREAS *further information can be included in the background; and*

WHEREAS *these clauses should lead logically to the operative clause.*

IT IS THEREFORE RESOLVED THAT *the AUMA advocate forThis operative clause is the call to action. It usually includes a request for the Government of Alberta, Government of Canada or another organization to act. This is the most important part of the resolution and should be written clearly, so there is no doubt as to what action is being requested.*

BACKGROUND:

No preamble can be comprehensive enough to give a full account of the situation that gave rise to the resolution. In all cases, supplementary or background information (1 to 2 pages max.) is necessary.

The background should answer the following questions:

- *What is the impact of the issue on Alberta municipalities and how many municipalities are impacted? (Provide examples and/or statistics where possible.)*
- *What priority should the resolution be given?*
- *Does the issue and call to action relate to one of AUMA’s strategic initiatives?*
- *Has the issue been addressed by AUMA in response to a resolution or otherwise in the past and what was the outcome?*
- *Have other associations or groups acted on this issue, or are they considering action? (e.g. Is a similar resolution being considered by the Rural Municipalities of Alberta?)*
- *What other considerations are involved? (e.g. Does the proposed action align with goals of the provincial or federal government, or other organizations?)*

APPENDIX B

Prioritization Framework

Questions	Sample considerations	Analysis
Does the issue relate to AUMA's strategic initiatives?	<ul style="list-style-type: none"> • Will action on the issue contribute towards realizing the goals of the strategic initiative or will it lead to scope creep without adding value? 	
Is the issue within municipal jurisdiction?	<ul style="list-style-type: none"> • Is the issue exclusive to municipalities or does it also involve federal or provincial government? 	
What is the impact on Members and how many Members are impacted?	<ul style="list-style-type: none"> • Is this a significant issue to a single Member or to many Members? • If the issue only impacts a few Members today, does it have the potential to impact more Members in the future? 	
Will engagement in this issue build or deplete political capital?	<ul style="list-style-type: none"> • Does the issue align with the priorities of the government of the day? • Or, will we have to push to get it onto the agenda or actively counter their agenda? 	
Does the issue involve the need for <ul style="list-style-type: none"> • Information sharing? • Funding? • Policy Change? • Legislative/regulatory change? • All of the above? 	<ul style="list-style-type: none"> • The answer to this question will influence the time, resources and chances for success. • In general, changes to legislation requires more time and effort than changes to regulations. • Requests for funding must consider that federal and provincial governments face funding constraints. 	
Is there an opportunity for AUMA to add value to this issue?	<ul style="list-style-type: none"> • Does AUMA have the expertise on staff, on the Board/Committees, among Members to add value? 	

	<ul style="list-style-type: none"> • AUMA is often best positioned to provide input on higher level principles and only has the capacity to engage at a detailed technical level on a limited number of issues. • Are there other organizations that have greater expertise and credibility on the issue? • Is it better for municipalities to respond directly, or is a collective response needed? 	
What are timelines involved?	<ul style="list-style-type: none"> • Is there time to seek input from Members/Committees and seek approval from the Board? • In other words, is there time to determine a collective response, or should AUMA just let Members know about an issue and let them respond individually? 	
What are the chances of success?	<p>Given the answers to the above questions:</p> <ul style="list-style-type: none"> • How likely will AUMA’s advocacy on an issue result in tangible benefits for Members? • Has the relevant decision maker (i.e. provincial or federal government) indicated they are open to making changes? Has a consultation process been initiated? 	
Does AUMA have the capacity to respond effectively?	<p>Given the answers to the above questions:</p> <ul style="list-style-type: none"> • Would action on this issue take time and resources away from key priorities? • Does AUMA have the time and resources to conduct appropriate analysis, engage Members, build partnerships, create meaningful solutions and report back to Members on this issue? 	

<p>Conclusion</p> <p>Based on the analysis above, what should AUMA’s level of engagement* be on this issue?</p> <p>What action should be taken?</p> <p>How will the action be reported?</p>

*As outlined in the Levels of Engagement Framework

Levels of Engagement Framework

Level of Engagement	Potential Actions	Reporting
Low – Inform	<ul style="list-style-type: none"> • Article in AUMA’s newsletter. • Informal email or phone call at the administrative level on issues that can be quickly resolved. • Monitoring for potential future impacts. 	<ul style="list-style-type: none"> • Information item for a Committee or Board • Update to AUMA’s Resolutions Library
Medium – Contribute	<ul style="list-style-type: none"> • Briefing Note or Request for Decision through a Committee seeking direction or a recommendation to AUMA’s Board. As a result, further action may be taken including: <ul style="list-style-type: none"> ○ Letters ○ Meetings ○ Presentations to Committees ○ Webinars 	<ul style="list-style-type: none"> • Updates to the relevant AUMA Committee. • Updates to Members through the AUMA’s newsletter and Resolutions Library.
High – Lead	<ul style="list-style-type: none"> • Develop and implement an advocacy strategy. 	<ul style="list-style-type: none"> • Regular updates at to Board and relevant AUMA Committee. • Updates to Members through AUMA’s newsletter, website and events.

2021 Resolutions

Category B - Issues related to
AUMA's strategic initiatives

AUMA Resolution 2021.B1: Creating Jobs Through Remediating and Redeveloping Brownfields

Moved by: Town of Calmar

Seconded by: City of Medicine Hat

WHEREAS the Alberta government has not provided support and funding to local governments to remediate brownfields;

WHEREAS the current process to discover, investigate, remediate, and redevelop brownfields is onerous, costly, and frustrating for local governments and does not encourage and incentivize the private sector to redevelop brownfields;

WHEREAS Alberta's *Municipal Government Act* enables local government to cancel, defer, or reduce the municipal taxes on brownfields through a property tax bylaw. However, the province portion of education taxes remain on property; and

WHEREAS Legislation and regulations for remediation and reclamation changes over time. Old reclamation certificates are deemed null and void because they do not meet the current requirements. The change of standards creates significant barriers for brownfield redevelopment.

IT IS THEREFORE RESOLVED THAT the AUMA call on the Government of Alberta to immediately implement all recommendations from the 2011 Brownfield Redevelopment Working Group. The first priority is to provide financial incentives to support municipalities in conducting environmental site assessments.

FURTHER BE IT RESOLVED THAT the AUMA ask the Government of Alberta create a red tape reduction task force making recommendations on removing barriers for local government and the private sector to discover, investigate, remediate, and redevelop brownfields.

FURTHER BE IT RESOLVED THAT the AUMA advocate the Government of Alberta develop a policy to manage old reclamation certificates deemed null and void and re-define the Orphan Well Association mandate to support legacy sites.

FURTHER BE IT RESOLVED THAT the AUMA call for a provincial brownfield tax incentive program that matches the province's education tax with municipal property tax to encourage eligible property owners to clean up brownfield properties.

BACKGROUND:

More than 1,700 brownfields sit abandoned on main streets and in neighbourhoods in almost every municipality across Alberta. The cost to remediate brownfields is quite onerous, often costing more than the property's value, resulting in private property owners choosing to leave brownfields vacant/dormant to avoid these costs, leaving brownfields and contaminated

sites a detriment to business development, community growth and aesthetics in many communities.

At a time of economic uncertainty and increased concern about the state of the environment and our economy, brownfield redevelopment provides a business opportunity for Alberta. Municipalities, the province, and the private sector need to collaborate on solutions that promote economic development, protect the environment, and improve Alberta's reputation as a responsible steward of natural resources.

In 2011, Alberta Environment and Parks (AEP) established a working group to identify required actions to encourage brownfield redevelopment. AUMA participated in this working group along with Municipal Affairs, the Cities of Edmonton and Calgary, Rural Municipalities of Alberta, the Federation of Canadian Municipalities, and industry stakeholders such as the Canadian Fuels Association and BILD. The group's final report, which included recommendations relating to financial tools, liability closure and educational programs, was submitted to responsible Ministers in April 2012.

Since the final report, AEP has implemented several recommendations but not all of them. A successful example coming from the report is enabling *Municipal Government Act* (MGA) to grant municipalities to offer multi-year property tax exemptions for brownfields. However, the province's education tax portion remains despite that municipal property tax exemption, and municipalities will continue to collect the education tax on behalf of the provincial government.

The provincial government also has not enacted several important recommendations, including, recommendations on providing financial offsets to support local government for environmental site assessment or financial incentive for the private sector to redevelop brownfields.

Financial incentive and support are especially important for smaller rural communities, who do not have the knowledge, engineering expertise and resources to investigate, reclaim and reuse contaminated sites. An example of this is Calmar, a small rural community home to 2,300 people, 100 local businesses and a robust oil and gas industry. There are 13 oil sites defined as legacy sites in Calmar. Many of the recertified sites have certificates from the 1950s-1970s, which according to the Alberta Energy Regulator, these certificates are not valid today.

Calmar has been working with a business looking to relocate to the town. According to the business plan, the company plans to relocate and create upwards of 300 jobs and several of their subsidiary companies to the community. The business is experiencing challenges through this process because the land it is interested in has six legacy oil wellsites. This parcel of land has direct access to highway and rail, and it is suitable for highway commercial and light industrial development.

Many years ago, these six oil wells were abandoned, and the property eventually went into receivership due to tax forfeiture for years. Through exhausting and frustrating two-year-long research, it was discovered that three of six oil sites are in the final remediation phase. The other three have unknown liabilities, and they would require a Phase 1 and 2 Environmental Site Assessment. The estimated cost of both assessments is approximately \$25,000 - \$50,000 per site not including reclamation costs. An amount that many communities cannot afford.

Alberta needs a better system to allow local governments and businesses to discover, investigate, remediate, and redevelop brownfields, and we need the provincial government to be a partner in this. Brownfields are barriers to job creation, local investment, tax revenue generation, sustainability of communities, and entrepreneurs to start new businesses. Today's regulatory system is burdensome, red-tape-ridden, slow and confusing. Streamlining the system is equally important as having financial incentives for local government and businesses to redevelop brownfields. Reclaim brownfields are more than just about protecting our environment. It is also about job creation and viability of our communities.

AUMA Comments:

As noted, this resolution builds on AUMA's previous work and advocacy on brownfield redevelopment, further background can be found on its [Brownfield Redevelopment Hub](#). Should this resolution be adopted, AUMA will pursue implementation of its recommendations within the context of our red tape reduction, economic development and assessment and taxation related initiatives.

AUMA Resolution 2021.B2: Provincial Commitment to Transition to an Extended Producer Responsibility for Household Hazardous Waste Program

Moved by: AUMA Board of Directors

Seconded by: N/A

WHEREAS the Government of Alberta’s Household Hazardous Waste (HHW) Program has provided funding to encourage municipalities to separate household hazardous waste from the overall municipal waste stream since 1998;

WHEREAS Alberta Environment and Parks (AEP) launched a public engagement seeking stakeholder input to enable an Extended Producer Responsibility (EPR) policy on packaging and paper products, and HHW;

WHEREAS Alberta Infrastructure (AI) decided to end its financial support to the Swan Hills Treatment Centre effective June 1, 2021, and in doing so it ended 30 years of support for helping properly dispose of HHW materials in Alberta; and

WHEREAS municipalities are concerned that AI’s cancellation of financial support is leaving municipalities to make up for an approximately \$2 million shortfall to continue this service at the exact time the province is transitioning to a permanent EPR HHW Program.

IT IS THEREFORE RESOLVED THAT the AUMA request the Government of Alberta provide bridge funding to support the HHW collection until a permanent EPR household hazardous waste program is in place.

BACKGROUND:

The HHW Program has traditionally been funded by three entities:

- AEP provides funding for two aspects of the program:
 - Approximately \$1.5 million (2016-17¹) for material consolidation from municipalities and transportation to the Swan Hills Treatment Centre (The Centre),
 - Approximately \$480,000 (2016-17) for material disposal at the Centre.
- AI has subsidized (about \$1.5 million in 2016-17) the cost of material disposal at the Centre by waiving the disposal fees.
- Municipalities fund a significant portion of HHW collection and are often a part of material transportation.

On June 1, 2021, AI reduced funding to the Centre. The decision led to layoffs impacting all local communities in the area. Prior to the layoffs, the Centre employed around 100 employees, with the majority living in Swan Hills. AI’s decision also affected the province-wide collection of HHW

¹ Available data published by the Government of Alberta: <https://www.alberta.ca/household-hazardous-waste-program.aspx>

materials. The cut has resulted in downloading approximately \$2 million per year to municipalities. Municipalities already contributing are now expected to carry an additional financial burden to transport the materials out of the province. In the past, the HHW created in Alberta was treated properly here and was not directed to local landfills and transfer stations.

The Government of Alberta is sending contradictory policy directions to Albertans. One ministry is creating EPR policies to expand recycling while another is putting up barriers to Albertans wanting to do the right thing by recycling their HHW.

Municipalities support an EPR HHW program, but a program could be a few years away. Local governments are already one of the funding partners of the HHW Program. They need the provincial government to partner to encourage Albertans not to dispose of HHW in their garbage during this transition period and develop a transition plan to ensure an EPR program can be launched as soon as possible.

AUMA Comments:

Should members adopt this resolution, AUMA will advocate for a bridge funding program to support the existing HHW Program within the context of our EPR initiative. For more context on this priority initiative, visit [AUMA's Waste Management Hub](#).

AUMA Resolution 2021.B3: Advocacy on Financial Measures

Moved by: City of Calgary

Seconded by: Town of Okotoks

WHEREAS Alberta’s municipalities have long advocated for long-term, stable, predictable and appropriate funding in order to remain financially viable and continue to provide the services and infrastructure needed by our citizens;

WHEREAS the AUMA in 2020 passed a resolution, submitted by the City of Edmonton, advocating for the Government of Alberta to reshape municipal finance for a new time and provide municipalities with reasonable measures and tools, and the responsibility that goes with them, to enable cities, towns, and villages to sustainably meet their operating and capital budget needs;

WHEREAS to support Calgary’s economic recovery and financial resiliency, Calgary City Council identified the need for a Financial Task Force with a mandate to identify and assess innovative solutions for short-term economic mitigation, long-term economic recovery, and revenue options to improve the City of Calgary’s financial resilience;

WHEREAS several of the Financial Task Force’s recommendations are of interest to all of Alberta’s municipalities in our on-going advocacy with the Government of Alberta on municipal financial reform;

WHEREAS the Financial Task Force recommended working with the Government of Alberta on municipal financial reform such as:

- Expansion of revenue tools;
- Property tax flexibility;
- Taxation of non-property related activity; and
- Non-residential sub-classes;

WHEREAS without changes to legislation, there is limited opportunity for change in these areas;

WHEREAS research and analysis are needed that documents the extent of the decline in bricks and mortar retail and the current transition to new models of goods and services delivery to demonstrate that municipalities’ traditional real estate tax revenues cannot capture the transition to e-commerce transactions;

WHEREAS research and analysis identifying a comprehensive list of services and associated costs redirected to municipalities is required to support AUMA and Alberta municipalities advocacy and dialogue with the Government of Alberta in determining the fiscal tools necessary to allow effective delivery of those services by the municipality; and

WHEREAS incorporating some of the Financial Taskforce recommendations can focus and improve AUMA's ongoing advocacy and work.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association continue to advocate to the Government of Alberta for municipal finance reform, including:

- The expansion of revenue tools to reduce reliance on property taxes as opportunities allow;
- The expansion of property tax flexibility as opportunities allow;
- The expansion of revenue tools to non-property related activities as opportunities allow;
- The development of non-residential property sub-classes that are efficient and easily administered to allow municipalities a tool for targeted financial relief;

FURTHER BE IT RESOLVED THAT to support our advocacy, the AUMA, in collaboration with Alberta's municipalities, and if possible, the Government of Alberta undertake research studies and/or collect information on:

- The impact of e-commerce and the new models of goods and services delivery on municipal economies and finances; and
- Identifying a comprehensive list of services and associated costs redirected to municipalities.

BACKGROUND:

To support Calgary's economic recovery and financial resiliency, Calgary City Council identified the need for a Financial Task Force (FTF) with the mandate to identify and assess innovative solutions for short-term economic mitigation, long-term economic recovery, and revenue options for The City of Calgary's financial resiliency. The FTF worked for nine months over 2019-2020 and made 35 recommendations, all of which were adopted by Calgary City Council in June 2020.

The City of Calgary sees alignment with AUMA's advocacy on municipal finance reform, a policy that was adopted at the 2020 AUMA Convention, and several of the FTF's recommendations. The proposed resolution directs the AUMA incorporate several of the FTF's recommendations into AUMA municipal finance reform policy to help support our collective municipal advocacy towards the Government of Alberta. The resolution asks that the AUMA to include specific policies such as:

- Expansion of revenue tools – The revenue sources available to municipalities are restricted by provincial legislation and AUMA and Alberta's municipalities have long advocated for the ability to use alternate revenue tools – if municipalities could improve the diversity and reliance on other, non-property tax revenue sources this would help create long-term,

stable, predictable municipal funding and lessen the reliance of municipalities on property tax and the need for sustained property tax increases;

- Property tax flexibility – The ability to differentiate taxation for businesses and organizations that make significant contributions to the character and fabric of a municipality including organizations like Business Improvement Areas (BIAs), non-profit organizations and owner-operated small businesses with limited financial means;
- Taxation of non-property related activity – Our economy is everchanging with the rapidly growing e-commerce activity that is transforming behaviours within society and municipalities need the capacity to adjust and adapt to changing demands and uses on municipal infrastructure and on municipal economies;
- Non-residential sub-classes – Work with the Government of Alberta to expand the tools available for responses when tax circumstances that are unique to certain nonresidential taxpayer groups emerge and provide the capacity for targeted property tax relief because the current sub-class definition makes for a blunt tool for property tax relief; and
- Calls for the AUMA and municipalities to either do further research and analysis and/or collection information to document:
 - The extent of the decline in bricks and mortar retail and the current transition to new models of goods and services delivery to demonstrate that municipalities’ traditional real estate tax revenues cannot capture the transition to e-commerce transactions; and
 - A comprehensive list of services and associated costs redirected to municipalities by the Government of Alberta.

Adding these polices into AUMA’s advocacy on municipal finance reform would help support and focus AUMA’s and Alberta’s municipalities in their on-going advocacy and dialogue with the Government of Alberta. It would assist in helping our collective advocacy for the fiscal tools necessary to allow municipalities to continue to provide effective delivery of services into the future, and help Alberta’s municipalities towards meeting the challenges of a rapidly evolving economy and society.

AUMA Comments:

As noted, this resolution aligns with an existing 2020 resolution and ongoing work of AUMA to advocate to the Government of Alberta for municipalities to have an expanded suite of revenue tools to address the current and future scope of services that municipalities will be responsible for. The continual change in expectations of local public services along with changes in demand for non-residential property, and the downloading of public services by other levels of government, highlight the importance of municipal governments having the appropriate fiscal tools to sustainably serve Alberta communities into the future.

If this resolution is adopted, given the complexity of this issue and its linkages to other AUMA positions, AUMA would approach this issue with a high level of engagement with members to define priority financial tools, measures, and targeted outcomes and then engage the Government of Alberta on members’ recommendations.

AUMA Resolution 2021.B4: Online Voting for Municipal Elections

Moved by: City of Lethbridge

Seconded by: City of St. Albert

WHEREAS online voting, as an option, could be deemed as a convenience by many voters, with the potential to increase voter participation;

WHEREAS the technology now exists to provide secure and auditable online voting processes;

WHEREAS the general population is increasingly embracing the use of technology for a wide variety of uses;

WHEREAS the use of online voting would provide opportunities for efficiencies and lower costs for municipalities by reducing the number of polling stations and associated staffing; and

WHEREAS voters could participate in a barrier-free election process, unimpeded by mobility challenges, parking issues, traffic jams, line-ups to vote, ballot shortages or adverse weather.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association enter into discussions with the Government of Alberta and advocate for the necessary legislative changes to the *Local Authorities Election Act* to permit secure online voting.

BACKGROUND:

Online voting has long been considered high risk because internet systems and databases can be hacked. As technology advances and the need for online voting becomes more appealing, exploring online voting for Alberta could increase voter turnout and enable voters who are not living within their riding or close to a polling station to vote. Online voting would allow for military and overseas residents, Indigenous voters, students studying outside of their riding, the elderly and those with disabilities to easily vote. In addition, with the COVID-19 pandemic as a prime example of potential scenarios that prohibit the ability to gather in large groups, those who do not wish to leave their homes and be in a public space would be enabled to vote. This would also be very appealing to the younger generations or those with a busy life-work schedule to vote from the comfort of their computers. The issue of online voting has been discussed extensively around the world and tried in a few jurisdictions in Canada and various other countries. Although the option of online voting is fairly new, we believe there are now companies that have developed safe technologies that would support effective and transparent elections in Alberta.

Advantages of online voting include but are not limited to:

- Convenience and accessibility for all voters. Voters do not need to travel to polling stations within defined periods or line up to register and vote;
- Those with health or mobility restrictions can participate,

- Lower cost of voting than traditional methods;
- Potential to increase voter turnout;
- Decreases the time spent tallying votes when automated electronically;
- Instant absentee ballot; and,
- Avoids issue of a limited number of printed ballots (ballot shortages).

Disadvantages of online voting include but are not limited to:

- Hacks or viruses being used to corrupt the results;
- Potential to open the election process to cyber-terrorism,
- Identity theft or misrepresentation;
- Technical difficulties such as server crashes;
- Difficulty verifying voter identification;
- Internet connectivity in rural areas or limited access to the internet; and,
- Limited understanding of how to online vote or distrust of the system.

We encourage the Alberta government to review and analyze the technology and tech companies that have been working diligently to address cybersecurity concerns for the implementation of the 2025 Alberta election. For example, some companies have developed blockchain as a security mechanism to ward off hackers online and decrease the risk of manual manipulation. Blockchain distributes data to several servers; therefore, if one server is hacked, it will signal the other servers that there has been a change. This significantly enhances the cybersecurity of online voting and protects voter personal information. There are fingerprint and facial recognition options that could be implemented as an additional security feature.

We encourage and advocate for the support of Albertan companies that are developing technologies for online voting. Alberta could be a leading example for other jurisdictions of successful online voting. The ability to access online voting on home computers and mobile devices is now an available option and could be tested over the next four years to make it available for the 2025 Alberta municipal elections. In addition, there would need to be amendments to the *Local Authorities Election Act* to permit online voting. Online voting is currently precluded by Alberta legislation.

The Alberta Urban Municipalities Association would need to begin early discussions with the Alberta government to receive verification processes and begin changes to legislation for potential implementation of October 2025.

AUMA Comments:

If this resolution is adopted, AUMA would advocate for online voting within the context of the broader review of the *Local Authorities Election Act* (LAEA) which the province typically does after each municipal election.

AUMA Resolution 2021.B5: Expansion of Authority to Support Affordable Housing

Moved by: Town of Okotoks

Seconded by: Town of Canmore

WHEREAS the cost of housing has been consistently increasing across Alberta and Canadian municipalities, and lower income Albertans seem to be disproportionately affected especially with economic impacts from the COVID-19 pandemic;

WHEREAS affordable housing for families, seniors and individuals is defined as housing that costs not more than 30% of a household's total annual income, including heat, water and sewer expenses;

WHEREAS the Federation of Canadian Municipalities has a housing advocacy program which states "housing is the bedrock of livable and prosperous communities. We advocate for action on social and affordable housing, so all Canadians have a decent place to call home. Housing is more than just a roof over your head. Safe, affordable housing makes our cities and communities welcoming places to live, work and start a business. It's also key to retaining workers and attracting newcomers to enrich our neighbourhoods and drive economic growth";

WHEREAS section 264(2) of the *Municipal Government Act* (MGA) prescribes the authorities for all municipalities under which loans may be provided to non-profit organizations for affordable housing initiatives and limits this authority to provides these types of loans; and

WHEREAS the local improvement tax process under Section 390.1-390.9 of the MGA was expanded to create additional authorities to make loans to individual homeowners for the purposes of encouraging environmental improvements under the Clean Energy Improvement Program (CEIP).

IT IS THEREFORE RESOLVED THAT the AUMA advocate for the Government of Alberta to make amendments to the *Municipal Government Act* to provide additional financial tools, through expansion of the local improvement tax process, that enable individuals to increase affordable housing options, such as secondary suites and accessory buildings.

BACKGROUND:

In support of providing safe and affordable housing for all residents of Alberta, tools under the MGA need to be expanded to provide homeowners similar local improvement tax options that were provided for the purposes of environmental improvements. The CEIP program was accomplished with amendments to the MGA and the development of a corresponding regulation to provide municipalities with the discretionary authority to cover all or part of the costs for homeowners of environmental improvements. This municipal authority could be expanded to include providing similar financial supports to implement affordable housing initiatives, like secondary suites or accessory buildings. Affordable housing options, especially

for lower income individuals and families, are key for the health and economic development of all municipalities.

Secondary suites (including basement suites, granny suites, and lane housing) can provide additional rental product in a community. Homeowners are often not aware of the opportunity that this type of housing provides in assisting with their mortgage and may be motivated through this type of support or loan program to spend money to do so.

Municipalities are able to create the environment to enable the availability of this type of rental product through regulatory approaches but are not able to “loan” money to residents to introduce this housing into the community. Some municipalities have introduced limited grant programs to legalize existing illegal secondary suites or allow for new suites. This approach also requires cash contributions from the tax base to allow for the construction of these types of housing, rather than being directly costed to the homeowner.

The proposed program would work in a similar fashion to the CEIP where property owners could finance suites using competitive interest rates and repayment terms of up to 20-25 years and have the option to pay the project off at any time. Repayment would be made through their regular property tax bill. The Town of Okotoks is not aware of any other province that currently has this type of program to encourage affordable housing options.

AUMA Comments:

Municipal Affairs will be completing its red tape reduction review of Parts 9 and 10 of the MGA on Assessment and Taxation in 2022. Should this resolution be adopted, AUMA will include the proposal in this resolution as part of its input during the stakeholder engagement process.

AUMA Resolution 2021.B6: Police Funding Model Accountability & Transparency

Moved by: Village of Stirling

Seconded by: Town of Magrath

WHEREAS the Government of Alberta began issuing annual invoices in March 2021 to municipalities for the purposes of collecting the municipal cost share under the new Police Funding Model Regulation;

WHEREAS the Ministry of Municipal Affairs 2021-2024 Business Plan (February 2021) notes that Key Objective 2.2 is to “encourage municipal accountability and transparency”;

WHEREAS key Objective 2.3 of the Municipal Affairs Business Plan clearly delineates the role of the Ministry to “oversee the property tax and assessment system”;

WHEREAS the requisition by the province under the Police Funding Model Regulation is neither transparent or accountable to individual property taxpayers; and

WHEREAS a [request for decision](#) sponsored by the Town of Forestburg was adopted at the Spring 2021 Municipal Leaders’ Caucus that proposes AUMA lobby the provincial government to make the necessary amendment to section 382(1) of the *Municipal Government Act (MGA)* to allow municipalities the ability to pass a special tax bylaw to raise revenues for police service costs should they deem it appropriate to do so.

IT IS THEREFORE RESOLVED THAT the AUMA also advocate for the Government of Alberta to treat the Police Funding Model requisition to municipalities like the education and housing authority requisitions by mandating their inclusion on assessment and tax notices provided to property owners.

BACKGROUND:

A minor legislative change to the definition of “requisition” in section s. 326(1)(a) of the MGA would permit municipalities to clearly communicate the costs associated with policing to residents. Unlike other municipal expenses, the cost share portion of the Police Funding Model is outside of the municipality’s control.

The Police Funding Model is in effect an external requisition that does not take into account other related expenses like shared regional peace officer programs, and it is important to ensure transparency of policing costs being imposed on municipalities.

The Police Funding Model also will not result in additional front-line resources being deployed to many communities. Adding a line for the Police Funding Model requisition to the tax assessment notice would ensure a clear line of sight for residents on this additional cost.

It is unclear if the Government of Alberta will act on the recommendation from the Spring 2021 Municipal Leaders' Caucus request enabling the mechanism for a special tax bylaw and even if approved, some communities may choose not to adopt such a bylaw but may wish to be able to directly communicate the impact of the Police Funding Model to local rate payers.

AUMA Comments:

Municipal Affairs will conduct a red tape reduction review of Parts 9 and 10 of the MGA on Assessment and Taxation in 2022. Should the resolution be adopted, AUMA will include the proposal in this resolution as part of its input during the stakeholder engagement process.

AUMA Resolution 2021.B7: Regional Centre Funding

Moved by: City of Grande Prairie

Seconded by: City of Lethbridge

WHEREAS some municipalities serve as regional service centre hubs for commerce, recreation, health care, social services, and provincial amenities;

WHEREAS there are unique challenges that are disproportionately faced by regional centres;

WHEREAS these unique challenges result in a disproportionate tax burden being placed on residents of these communities; and

WHEREAS the Alberta government's 50% reduction in GIPOT funding disproportionately impacts regional centres which typically have more provincial facilities such as court houses, hospitals, schools, etc.

IT IS THEREFORE RESOLVED THAT the AUMA advocate for a dedicated funding stream for municipalities who serve as regional service centres.

BACKGROUND:

Some municipalities in the Province serve as regional centres where a variety of services are located. As a regional service centre, a municipality has increased costs due to the variety of municipal services it must provide while not receiving offsetting revenue for these costs.

For example, regional service centres are typically where community halls, churches, non-profits, and social housing projects are located. None of these facilities generate property tax, yet the municipality still has to provide snow removal, fire services, storm drainage, etc. to these properties.

These services are also provided to provincial properties such as court houses and health facilities. While some funding for these services are provided by the Province through GIPOT, in recent years this funding has been cut by 50%.

Additionally, regional service centres attract a greater number of street engaged and at-risk individuals. This increases the demand for the social services provided by these municipalities. While the Province does support many of the direct costs of providing services to this population, there are many indirect costs that are borne by the municipalities such as increased policing/enforcement costs and funding to non-profits operating in the sector.

Having a dedicated funding stream for regional centres would address the disproportionate burden that is placed on their taxpayers.

AUMA Comments:

AUMA does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Municipal Governance Committee within the context of other priorities and positions related to funding and intermunicipal collaboration.

AUMA Resolution 2021.B8: National Flood Insurance Strategy and Community Resiliency Advocacy

Moved by: Regional Municipality of Wood Buffalo

Seconded by: Lac La Biche County

WHEREAS the Government of Canada has created a National Task Force on Flood Insurance and Relocation, including representation from the federal, provincial, and territorial governments and the insurance industry;

WHEREAS the Task Force will look at options to protect homeowners who are at high risk of flooding and do not have adequate insurance protection and examine the viability of a low-cost national flood insurance program, among other goals;

WHEREAS at the same time, Indigenous Services Canada will work with First Nations partners on a dedicated Steering Committee on First Nations Home Flood Insurance Needs to examine the unique context on reserves;

WHEREAS flooding is the most common and costly natural disaster in Canada, causing over \$1B in direct damage to residential property and impacting thousands of Canadians every year; and

WHEREAS according to the Insurance Bureau of Canada, only 39 percent of residential property owners had access in 2019 to overland flood insurance with these property owners in high-risk flood areas being increasingly unable to access flood insurance, affordable or otherwise.

IT IS THEREFORE RESOLVED THAT the AUMA advocate for the Government of Alberta to participate in and contribute to the work of the National Task Force on Flood Insurance and Relocation, with the goal of developing a national high-risk residential flood insurance program and to secure sustainable, long-term funding for provinces, Indigenous communities and municipalities for flood mitigation programs, projects and initiatives that increase overall community resiliency.

BACKGROUND:

Government of Canada Creates Task Force on Flood Insurance and Relocation From: Public Safety Canada news release (November 23, 2020)

“The cost of climate change is undeniable. Flooding continues to be the most frequent and costly natural disaster in Canada. Water damage goes beyond the destruction of property; it also places an emotional toll on individuals as their homes are destroyed and families are displaced. Each year, too many Canadians, including Indigenous communities, are exposed to the worst effects of climate change. To help people get ready for climate risks and realities, the Government of Canada is taking action to create a more resilient and sustainable approach to

floods in Canada.

Today, the Minister of Public Safety and Emergency Preparedness, the Honourable Bill Blair, and the Minister of Families, Children and Social Development, the Honourable Ahmed Hussen, announced the creation of an interdisciplinary Task Force on Flood Insurance and Relocation. As a first step in creating a National High Risk Residential Flood Insurance Program, the Task Force will look at options to protect homeowners who are at high risk of flooding and don't have adequate insurance protection and examine the viability of a low-cost national flood insurance program. The Task Force will also consider options for potential relocation for residents of areas at the highest risk of recurrent flooding.

The Task Force will be composed of representatives from federal, provincial and territorial governments and the insurance industry. At the same time, Indigenous Services Canada will work with First Nations partners on a dedicated Steering Committee on First Nations Home Flood Insurance Needs to examine the unique context on reserves.

The Government of Canada is also committed to ensuring that broad Indigenous perspectives are included in flood risk management in Canada. The Task Force and Steering Committee will share information with one another, and work closely together to engage with various partners, including with First Nations off-reserve, Inuit, and Métis communities and organizations. Both entities will begin their work by January 2021 and will report on their findings by Spring 2022.

We will continue to help people whose jobs and livelihoods are affected when disasters strike and help people and communities deal with the realities of increased climate related risks and disasters and ultimately, increase the country's resiliency to natural disasters. To further support communities in effectively managing, mitigating, preparing, and responding to all sorts of hazardous events, including flooding, Public Safety Canada will also be undertaking a review of the Disaster Financial Assistance arrangements, in order to assess and improve the sustainability of this program.

Further, as committed in the July 2020 Economic Update, the National Disaster Mitigation Program will be extended through to 2022, to cost-share flood mitigation projects with provinces and territories. A call for proposals will soon be launched to continue this important work."

Quick Facts:

Flooding is the most common and costly occurring natural hazard in Canada, causing over \$1 billion in direct damage to households, property and infrastructure and affecting thousands of Canadians each year.

As announced in the Speech from the Throne, the Government of Canada is investing in reducing the impact of climate-related disasters, like floods and wildfires, to make communities safer and more resilient.

The Task Force on Flood Insurance and Relocation is tasked with examining a national residential flood insurance program for homeowners living in areas of high-risk flooding and measures for a national action plan to assist high-risk homeowners with potential relocation to safer areas.

In the event of a large-scale natural disaster, the Government of Canada provides financial assistance for recovery to provincial and territorial governments through Disaster Financial Assistance Arrangements (DFAA). In order to assess the sustainability of the DFAA, Public Safety Canada is undertaking a review of its terms and conditions.

According to an estimate by the Insurance Bureau of Canada, approximately 39 per cent of homeowners had access in 2019 to overland flood insurance. While the availability of flood insurance in Canada has grown since the insurance industry introduced it in 2015, it is mostly homes in low and medium risk areas that have been insured against flood damages. Homeowners in high-risk flood areas cannot access flood insurance because the high costs make it challenging for the industry to offer insurance at an affordable rate for homeowners.

According to Canadian Voices on Flood Risk 2020, a report by Partners for Action, only 6% of respondents knew that they live in a designated flood risk area.

AUMA Comments:

This resolution aligns with previous AUMA advocacy on flood mitigation. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Infrastructure and Energy Committee within the context of related priorities and positions.

AUMA Resolution 2021.B9: Improved Provincial-Municipal Emergency Collaboration and Communications

Moved by: The City of Calgary

Seconded by: Town of Okotoks

WHEREAS Alberta and its municipalities have been recognized nationally and internationally in the past for their collaborative, inter-governmental and inter-agency approach to emergency response;

WHEREAS Alberta's traditional emergency management processes involve the Government of Alberta (through the Alberta Emergency Management Agency (AEMA)) providing support in a collaborative and timely manner to Alberta's municipalities who play an essential leadership role within their jurisdiction in responding to the emergency event occurring in their community;

WHEREAS throughout the COVID-19 pandemic there has been a lack of proactive communication and meaningful engagement and collaboration from the Government of Alberta towards Alberta's municipalities, and this has resulted in negative outcomes for municipalities and their citizens;

WHEREAS during the COVID-19 pandemic there has been very little opportunity for Alberta's municipalities to provide advanced input on public health measures or decisions, even though these have significant consequences at the local level and local advice, in many cases, could have improved the effectiveness of provincial measures;

WHEREAS during the COVID-19 pandemic, Alberta's municipalities rarely received formal advance notice of the details and timing of public health measures before they were announced and had to find out details of measures through press conferences at the same time as the public;

WHEREAS official Public Health Orders and Ministerial Orders were typically not published until often several days after the restrictions were implemented; and

WHEREAS this lack of collaboration has been the source of major challenges for implementation of public health measures for municipal services, communications and public engagement, and enforcement of public health measures by local enforcement agencies. The result has been confusion, reputational impacts, financial loss, and impacts to service delivery.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to:

- Work collaboratively with municipalities and their emergency management organizations on conducting a comprehensive lessons-learned review of the COVID-19 pandemic response and incorporate those lessons in an improved Provincial emergency response and communications plan;
- Commit that going forward Alberta’s municipalities and their emergency management organizations will be treated as trusted and valued partners in Provincial emergency response; and
- Establish an advisory group of municipal emergency management organizations and other key stakeholders to better advise and support the Government of Alberta’s decision making and emergency order drafting and to improve emergency communications, coordination and collaboration.

BACKGROUND:

Throughout the COVID-19 pandemic, there has been a lack of proactive communication and meaningful engagement from the Government of Alberta towards Alberta municipalities and their emergency management organizations. This has resulted in negative outcomes for Albertans.

Alberta’s municipalities and their emergency management agencies have positive working relationships with their operational counterparts within the Government of Alberta, however, the decision-making process that was adopted by the Government of Alberta for the pandemic limited the ability of both orders of government to effectively collaborate. In traditional emergency management processes, local authorities play a leadership role within their jurisdiction and are provided support by the Government of Alberta (through the AEMA) in a collaborative manner through a well-established framework. During the pandemic, there has been very little opportunity for municipalities to provide advance input on public health measures, Ministerial Orders and provincial decisions even though these have had significant consequences at the local level and Alberta’s municipalities are required to implement and enforce them.

There have been several occasions over the past 15 months where if municipalities had been given either the opportunity to provide input into the drafting of orders, or advance notice of their issuing, confusion would have been prevented and the efficiency of implementation of orders improved.

Alberta’s municipalities recognize the Government of Alberta’s mandate to lead on public health issues and pandemic response, and that protracted engagement with every municipality in Alberta would be a challenge. Despite this challenge, communication flow and coordination needs to be improved for future emergency events.

The pandemic response did not just include issues requiring the timely communication between different orders of government, the drafting and execution of public health orders, and public communications. The wider pandemic response also included supports and financial aid for individuals, businesses and municipalities to meet immediate short-term challenges and

support long-term post-pandemic recovery. During the pandemic, both location-specific and province-wide orders and measures were enacted (in urban, rural, and Indigenous settings) and their utility and effectiveness must be understood to improve future responses in similar emergency situations.

The wider pandemic response also required Alberta's municipalities to make difficult decisions regarding their own local pandemic response. Municipal councils and administrations had to determine, under difficult financial and health circumstances, which services should be prioritized and at what level of service (i.e. continued or reduced). During the pandemic, municipal governments worked hard to find innovative solutions to support the welfare and safety of their citizens and businesses while advocating to the Government of Alberta for financial support and stimulus investments.

As the pandemic ends, it is important for organizations to review their emergency response, to proactively conduct a lessons learned review to identify issues and deficiencies and look towards improving their plans and best practices, in order to be better prepared when a similar emergency occurs in the future. In the municipal emergency management context this includes, but is not exclusive to, reviewing issues of emergency response, the drafting and issuing of health orders, improved communication between orders of government, business supports, clarification of essential services, review of financial aid programs, value of municipal stimulus program, consideration of multiple scales of response and recovery (urban, rural, Indigenous) and review of vaccination and mass casualty planning.

This resolution is proposing to AUMA members that the Government of Alberta and Alberta's municipalities conduct a comprehensive review of the pandemic response together to find solutions to these issues, improve provincial-municipal cooperation and collaboration, and improve emergency communications and coordination going forward into any similar emergency event. A permanent advisory group is needed, made up of members from Alberta's emergency management organizations and other key municipal stakeholders, which could provide a resource to aid the Government of Alberta's decision making and improve municipal-provincial collaboration, coordination and communications.

AUMA Comments:

This resolution aligns with previous AUMA advocacy on emergency management. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Infrastructure and Energy Committee within the context of related priorities and positions.

AUMA Resolution 2021.B10: Provincial Broadband Strategy

Moved by: AUMA Board of Directors

Seconded by: N/A

WHEREAS the digital divide is increasingly limiting access to economic, health, social, and educational opportunities across Alberta;

WHEREAS the availability of high-speed, reliable internet is key to attracting business and residents and this has an impact on economic development and viability of municipalities;

WHEREAS there exists provincially a piecemeal approach with municipalities, non-profits and private sector individually trying to solve this issue with a lack of resources and coordination, and limited opportunities to share lessons learned; and

WHEREAS development of a broadband strategy has been listed as a provincial business plan initiative since 2019.

IT IS THEREFORE RESOLVED THAT AUMA advocate for the Government of Alberta to immediately engage municipalities and other stakeholders in developing a provincial broadband strategy with measurable goals, concrete actions and a dedicated budget that recognizes broadband as an essential utility.

BACKGROUND:

Broadband is an essential service that provides communities access to education, healthcare, government, and the marketplace. In the 20th century, provincial governments directly invested in expanding access to telephone. A similar effort is required to bridge the digital divide in the 21st century.

The federal government aims to have 98 per cent of Canadian households connected with 50 megabits per second (Mbps) download speeds and 10 Mbps upload speeds (commonly referred to as the 50/10 threshold). According to the Canadian Radio-television and Telecommunications Commission (CRTC), only 45.6% of small towns, villages and other areas defined as rural in Canada can access these speeds¹. Yet even this low number is likely overinflated as the current method of capturing Broadband access is based on one connection in an area meeting the 50/10 threshold.

The federal government provides funding through programs like the Universal Broadband Fund to attempt to address this divide, however the fund is \$1.75 billion Canada-wide, of which Alberta expects around \$200 million. Service Alberta estimates it would cost \$1 billion to connect all Albertans to the target internet speed.² Municipalities are also limited in applying for

¹ <https://crtc.gc.ca/eng/internet/internet.htm>

² From: [Alberta broadband strategy unclear despite push from province, feds for connectivity, www.cbc.ca](https://www.cbc.ca/news/canada/alberta-broadband-strategy-unclear-despite-push-from-province-feds-for-connectivity-1.6344444), March 30, 2021

this funding because the maps that determine eligibility are often inaccurate due to the issues mentioned above.

Even newer technology, such as 5G may have limited success at narrowing the digital divide, if it is deployed using existing infrastructure which leaves gaps in both cellular and internet coverage. While other technologies, such as satellite, are currently cost prohibitive for many users.

Municipalities can be stymied when they try to drive their own solutions for broadband. Telecommunications companies require significant financial contributions to upgrade infrastructure ahead of their internal schedules. Some municipalities look to establish their own community Internet Service Provider (ISP). However, municipalities often lack the capacity to source infrastructure and gather the information to build a business case. In addition, there is a great deal of risk associated with municipal investments in broadband, including that local infrastructure will be taken advantage of by ISP providers without adequate compensation.

There are successful examples of community broadband in Alberta. Communities like Olds, Delburne, and Kainai (Blood) First Nation have managed to develop successful ISPs, and a provincial broadband strategy would help municipalities to emulate these successes. A strategy is needed from the provincial government to provide coordination among municipalities, non-profits and telecommunications companies to support broadband access across the province for the benefit of all communities. A strategy will also provide the data needed to confirm the essential nature of broadband in Alberta. A provincial strategy would provide utility to municipalities that are wanting to pursue a broadband project by establishing resources for financial analysis, mapping of existing infrastructure, and metrics for developing business cases.

In 2015, AUMA members passed a resolution co-sponsored by 14 towns and villages emphasizing the importance of affordable internet access and advocating for the province to advocate for a broadband policy. In 2016, the City of St. Albert sponsored requesting the province include municipalities as key stakeholders in the development of broadband programs and provide funding for municipalities to increase access to high-speed internet. Municipalities small and large from across Alberta continue to emphasize the essential nature of broadband infrastructure in supporting the economic and social wellbeing of communities.

Since 2019, the Government of Alberta's business plans have indicated that Service Alberta will develop a broadband framework or strategy, but to date there has been no concrete engagement of municipalities or other stakeholders in its development.

It is essential that the strategy be completed in advance of the next provincial election so that progress can be made to measurably improving broadband access without further delays.

Business Plan Excerpts:

- [Service Alberta Business Plan 2021-24](#)
The ministry is committed to building a framework to support widespread access to high-speed broadband across the province to ensure that all Albertans can take advantage of online services and remote learning. Making connectivity a foundational part of the province will encourage investment, job creation and economic diversification.
- [Service Alberta Business Plan 2020-23](#)
Improve connectivity services to public sector facilities, and collaborate with business and partners to develop a framework to support widespread access to high-speed broadband.
- [Service Alberta Business Plan 2019-2022](#)
Develop a strategy to support widespread access to high-speed broadband and realize the opportunities for innovation and efficiency inherent in digital service delivery

AUMA Comments:

Advocating for increased access to reliable, affordable high-speed internet is a high priority for AUMA and closely related to our work on municipal viability as well as economic recovery and resiliency.

AUMA Resolution 2021.B11: Mental Health and Wellness for Public Safety Personnel

Moved by: City of Fort Saskatchewan

Seconded by: Wetaskiwin

WHEREAS public safety personnel are defined as those professionals who work in a field that, due to the nature of their operational duties to protect the safety of others, are necessarily exposed to potentially psychologically traumatic events with exceptional frequency (*Carleton et al., 2019*);

WHEREAS public safety personnel appear to be at an increased risk for developing a psychological injury due to their nature of their work (*Carleton et al., 2019, 2020*) and 44.5% meet the criteria for one or more mental disorders (*Carleton, 2018a*);

WHEREAS posttraumatic stress disorder (PTSD) is a potentially disabling condition that is now a widely recognized public health issue, particularly among public safety personnel. A recent study conducted by Carleton et al. (2018) investigated the proportion of Canadian public safety personnel reporting symptom clusters consistent with various mental disorders. The results indicated that 23.2% of the total sample screened positive for PTSD (in contrast, estimates of the prevalence of PTSD among the general population range from 1.1 to 3.5%);

WHEREAS public safety personnel report suicidal behaviours at rates up to three times the rates for the general population (*Carleton, 2018b*);

WHEREAS significant stigmas associated with mental health remain, despite relatively recent improvements (Krakauer et al., 2020; McCall et al., in press; Ricciardelli et al., 2020). Public safety personnel require resources that are confidential and career specific; policies and procedures that normalize mental health disorder as a job hazard, not a personal failure; effective education to increase awareness and buy-in (beginning with leadership); social support from peers and leaders; and integrative return-to-work policies; and

WHEREAS Municipalities are the employers of public safety personnel and derive community safety benefits from an engaged mentally healthy and resilient workforce, which requires coordinated evidence-based solutions to support the best interests of these jurisdictions.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta work cooperatively with public safety personnel organizations and allied stakeholders to research, develop and implement evidence-based solutions to address mental health and wellness of public safety personnel in the Province of Alberta.

BACKGROUND:

***They run in when everyone else runs out.**

Public safety personnel are people who respond to the scenes of emergencies, and include police, firefighters, and paramedics, among other emergency personnel. Public safety personnel work by definition involves frequent exposures to potentially psychologically traumatic events, such as witnessing deaths and injuries, including the deaths or major injuries of children and mass casualty events; as such, the number of exposures public safety persons can have in one week may be more than what members of the general public experience in a lifetime! Public safety personnel report having varied responses to the events depending on numerous dynamic factors, Public safety personnel have typically worked in a “suck it up” culture – for themselves and for others – often facing problematic and punitive comments for the public, such as “you knew what you signed up for”. Thus, various types of stress reactions, including posttraumatic stress disorder symptoms, can gradually and progressively build up over time. Increasing exposures can result in *cumulative trauma*. The stigma associated with being a “helper” who then asks for help has been and remains unacceptably prevalent in public safety personnel organizations, and can be a significant barrier to seeking much needed help.

Other factors can impact the mental health of public safety personnel, including shift work, disruptions to family and social lives, and perceived levels of organizational support.

Public safety personnel have often continued to work for a long time after becoming injured, despite reduced ability to cope and continued subsequent exposures to potentially psychologically traumatic events. Eventually, public safety personnel may reach a “breaking point”, even after what may appear to be a relatively common place exposure, as a result of the cumulative stressors. A comparison can be made to injuring one’s ankle. If one continues to walk on the ankle without allowing time for healing, the ankle may become increasingly vulnerable to re-injury.

Historically, public safety personnel have, at times, experienced difficulty having the cumulative impact of exposures and stress be recognized by employers and worker’s compensation boards. Some have even had compensation claims denied due to difficulty identifying a singular work-related event that could be considered “uncommon enough” relative to their other work experiences to “explain” or “justify” a mental health diagnosis, such as Posttraumatic Stress Disorder.

In a 2016 study, the Canadian Institute for Public Safety Research and Treatment (CIPSRT) found that 75% of public safety organizations who reported having a mental health program in place failed to meet the basic standards of the program’s model (Authors, 2016). Another study warned against such variations from a model’s validated protocols with the potential of such unfounded variations causing iatrogenic harm (Fikretoglu et al., 2019). In another 2019 study, CIPSRT found that most programs overlook the type of help public safety personnel are most willing to access (Carleton et al., 2019b). Thus, with the current research, we have never been more informed to improve the mental health and wellness programming we provide to our public safety personnel - those persons whose every workday is responding to the worst days of the public’s lives.

*Canadian Mental Health Association

AUMA Comments:

AUMA does not currently have a position on this specific issue, but the topic generally aligns with AUMA advocacy on the need for enhanced mental health supports. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions.

SOURCES:

Authors et al., (2016). Peer Support and Crisis-Focused Psychological Intervention Programs in Canadian First Responders: Blue Paper. University of Regina. Canadian Institute for Public Safety Research and Treatment.

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Summary prepared by E. Kossick Reviewed & edited by B. Barootes and Bikos, L.J

AUMA Resolution 2021.B12: Alberta Health Services Emergency Ambulance Dispatch – Independent Review

Moved by: The City of Red Deer

Seconded by: Town of McGrath

WHEREAS on January 12, 2021, emergency ambulance dispatch was fully consolidated into the Alberta Health Services (AHS) provincial dispatch system. This removed it from the four integrated satellite centers, which were used to assist in providing this vital health service. Since the move to a total provincial dispatch system, there have been several cases of increased response times and technical errors, which put Albertans' lives at risk¹;

WHEREAS the Alberta integrated satellite centres dispatch approach is proven to be an effective system in delivering prompt, efficient, and accurate emergency dispatch to the residents of Alberta;

WHEREAS past centralizations have degraded emergency response, but as this is the final consolidation, the real consequences have yet to be fully experienced by Albertans; and

WHEREAS many municipalities have experienced numerous errors and delays that affected emergency response times, these errors would not have occurred under the integrated satellite model. It is clear that AHS alone cannot meet the emergency dispatch demands for Alberta, thus putting lives at risk.

IT IS THEREFORE RESOLVED THAT the AUMA advocate to the Government of Alberta and the Minister of Health to undertake an independent third-party review of the AHS emergency ambulance dispatch system and to investigate the increase in response times and the technical outages that have occurred since January 12, 2021.

BACKGROUND:

AHS Emergency Ambulance Dispatch is an issue that impacts all municipalities across the province. Red Deer, Lethbridge, Calgary and Regional Municipality of Wood Buffalo have been at the forefront in attempting to convince the Government of Alberta to reverse its decision to fully centralized ambulance emergency dispatch services.

The AUMA issued a statement on this matter back in August 2020. Key issues that were raised included that more information about the impact of consolidation on response times was required and that municipalities are totally frustrated regarding the lack of consultation on the

¹ <https://calgary.ctvnews.ca/i-was-completely-shocked-dispatch-nightmare-operator-hangs-up-as-parents-call-to-save-dying-southern-alberta-teen-1.5409960>

matter. This new resolution speaks directly to the performance issues that AHS is experiencing with the centralized service model, and that an independent review of performance measures is required.

AHS officials have stated that dispatch centralization will not result in a degradation of service. This commitment was also made in previous consolidations, but to date 39 Alberta communities have gone on record that their communities experienced a degradation of service, both in timing and coordination of emergency dispatch, and in the number of ambulances available in their communities. In the words of a fellow Alberta Mayor whose community dispatch was consolidated into the provincial system in 2014, "We should have fought with you harder in 2013". In other words, had they known what was going to happen, instead of believing the appeasing assurances that emergency ambulance service would not degrade for their community, they would have done more to stop it.

Past centralizations have degraded emergency response, but as this is the final consolidation, the real consequences, intended and unintended, have yet to be fully experienced by Albertans. May we learn from other provinces' life and death experiences, instead of being forced to learn through the consequences that are on the horizon for Albertans.

This is an important municipal issue. It speaks to the safety and wellbeing of our residents, and the fact that municipalities were providing this dispatch service at a much higher standard before it was centralized.

Further background on the benefits of an integrated dispatch approach:

- Integrated dispatch services allow fire, EMS, and for Lethbridge and Calgary (and in the future for Red Deer), police communications operators to be in the same room.
- When a dispatcher learns a critical piece of information, the other dispatcher is immediately made aware through verbal communication within the room.
- When fire and EMS communicate in the same room, they provide for a faster response.
- Integrated dispatch services allow emergency response units to leave the station earlier in critical situations where seconds matter, or as often occurs, in advance of an ambulance.
- Integrated approach in emergency services means that individuals are cross-trained in both firefighting and emergency medical services response, providing a seamless response to any emergency by any and every member. Integration between fire and ambulance is critical for patient outcomes.
- Municipal dispatch staff are cross-trained 911 call takers, and both fire and medical dispatchers.
- The cross-training provides the most efficient and effective services to patients in need. This is imperative for patient outcomes.
- Integrated service allows fire units to be dispatched simultaneously as ambulances.

AUMA Comments:

This resolution aligns with previous AUMA advocacy on emergency medical services and response times. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions.

2021 Resolutions

Category C – Other issues of potential
interest to Alberta Municipalities

AUMA Resolution 2021.C1: Advocacy for a National Early Learning and Care Program

Moved by: City of Lethbridge

Seconded by: City of Spruce Grove

WHEREAS a well-designed, National Early Learning and Care Program, that is affordable, high-quality, inclusive, and accessible, will support families economically and support more women in joining and staying in the workforce; and

WHEREAS the COVID pandemic has shown how communities and families are negatively impacted when early learning and care is not accessible, inclusive or affordable and should make us strive to fix this problem on behalf of parents, families and communities.

IT IS THEREFORE RESOLVED THAT the AUMA advocate to the Provincial Government for a National Early Learning and Care Program that will be high-quality, inclusive, affordable and accessible, developed with significant long-term sustained funding and which will create a Canada-wide early-learning and child-care system.

BACKGROUND:

Families and children across Canada have been impacted by insufficient childcare and learning during these uncertain times. This is further compounding poverty impacts, wage gaps and employment implications. While these concerns are being particularly felt during the pandemic, they will not disappear in the years ahead. It is vital for all orders of government to advocate on behalf of our residents for the programs that will best support families, our communities and our country. Provincial support and allocation of the funds from the federal "*A Canada-Wide Early Learning and Child Care Plan*" starts with the fundamental idea that early learning and care programs are essential for families and municipalities at large. Communities and residents across Alberta and Canada will benefit both economically and socially because of such a program.

Economically there are many reasons to support such a program. According to the Alberta Child Services Annual Report 2020-2021, there are 143,469 licensed and approved childcare cases for a total Albertan population of 4,444,277. The provincial government is incrementally increasing these spaces, however availability and affordability continue to be an issue for Alberta. First, without such a program, employers in Alberta and Canada could face low productivity due to parents missing work. There are also the lost wages to parents and sometimes a complete inability for parents to join the workforce. This results in a loss of income tax to governments, and from a municipal perspective could impact the ability of the low income to pay their property taxes. A parent should not be forced to choose between employment and childcare; employed parents contribute to the economy and early-educated children contribute to the future success of our economy. Second, local businesses cannot

recover without workers and some workers cannot return to work because they cannot afford childcare. The local restaurants rely heavily on these individuals and were severely impacted by the COVID-19 pandemic. Ensuring all have access to affordable childcare will help boost the productivity of the local economy. If families are supported by such a program, they will have more disposable income which can be used to support local businesses, to save for the future, to create educational opportunities for the parents and their children. Third, childcare is a municipal issue because every city, town, village, or rural area has different needs. A “one-size-fits-all” approach without advocacy and consultation with municipalities may result in the exclusion of key economic contributors such as Indigenous workers, shift workers, and rural/agriculture workers, all of whom are increasingly important for today’s economy and arguably are now supporting Alberta’s economy as the energy industry economic influence is strained. We also believe that pandemic times have demonstrated childcare is necessary for essential workers (the leading cohort of the Lethbridge economy) to continue effectively working as we navigate battling COVID-19 and maintaining access to all other healthcare. Finally, in Alberta, the average daily fee for centre-based child care businesses is higher than the national average:

	Alberta 2021				Canada 2021			
<i>Child care businesses by type</i>	Less than 18 months old children enrolled	18 months to less than 36 months old children enrolled	3 years to less than 5 years old children enrolled	5 years and older children enrolled	Less than 18 months old children enrolled	18 months to less than 36 months old children enrolled	3 years to less than 5 years old children enrolled	5 years and older children enrolled
	<i>Dollars</i>				<i>Dollars</i>			
Centre-based child care businesses	50.0A	46.0A	41.0B	33.0B	46.0A	41.0A	37.0A	29.0A
Licensed home-based child care businesses	33.0D	35.0B	37.0B	27.0D	37.0A	34.0A	33.0A	28.0B
Unlicensed home-based child care businesses	35.0C	35.0B	36.0B	27.0C	37.0A	38.0A	36.0A	30.0B

Statistics Canada. Table 42-10-0019-01 Average daily fee per child by child care business type and age group, January 2020 and January 2021

From a social perspective, such a program will support families during these uncertain times and into the future and will help with poverty reduction. For example: according to Statistic Canada, in 2015, 14% of Lethbridge households were low-income, compared to 11% in Alberta and other cities of the same size (Grande Prairie and Red Deer). These rates were higher for single persons (27%), lone parents (26%), new immigrants (18%), Indigenous people (27%), and children (16%). Although childcare is provincially legislated jurisdiction, every municipality, including our own, has specific early learning and childcare needs. Ensuring high-quality, affordable programs would help us combat financial and social inequality. The

early years of a child's life are instrumental in their development. Children who attend high-quality early learning and care programs are more likely to succeed in future educational endeavours, attain employment, and develop the social and emotional skills required to help them be successful. Additionally, obtaining childcare for low-income earners is now not only a considerable burden to residents in Alberta but also a crisis to those who simply cannot afford childcare or do not have alternate options while navigating the current economic crisis. At a municipal level, this is a community development issue as much as it is a family issue; childcare contributes to community development plans. For example, a municipality would consider including childcare businesses in community plans; the same a municipality would consider location and need for schools. Communities largely impacted by low income, shift workers, etc., would be considered for specific childcare centres to support the families and economy as required.

A national program such as this is supported by the Canadian Chamber of Commerce as they realize that a lack of good childcare is holding back entrepreneurs and without childcare, businesses cannot be opened, which is holding back the economy and the economic recovery that our province and country are needing. A National Early Learning and Care Program that is high-quality, inclusive, affordable, and accessible, created with long-term, sustained funding, will provide solutions to many economic and social issues we face locally and nationally and is a fundamental next step to permanently pivoting our economy today and for generations to come.

AUMA Comments:

AUMA does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions.

AUMA Resolution 2021.C2: Elder Care Model

Moved by: Town of Strathmore

Seconded by: Town of Okotoks

WHEREAS it is the role of the government to provide for the safety, health, and welfare of people;

WHEREAS in the midst of the COVID-19 pandemic the Government of Alberta has identified a growing crisis to maintain an acceptable level of care for our aging population;

WHEREAS changing demographics in the population growth of Alberta Seniors significantly influence the demand for and provision of aged care;

WHEREAS people seeking aged care should have the right to equitable access to services, the right to exercise choice between available services, the right to freedom from degrading treatment, or any form of abuse, the right to liberty, the right of autonomy and the right to make decisions about their care, the right to fair and non-discriminatory treatment and the right to offer opinions and make complaints; and

WHEREAS seniors in Alberta are demanding enhanced choices in the care and services they received.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association encourage the Government of Alberta to create and develop an elder care model in our Province that will offer client directed services focused on standards of care.

BACKGROUND:

Demographics

- In 2046, Alberta's population is expected to:
 - Reach over 6.3 million people, an increase of roughly 2.0 million people from 2019, and
 - Become older, with an average age of 41.5 years, up from 38.3 years in 2019.
- Albertans are expected to live longer on average, a girl born in Alberta in 2019 could expect to live to 83.6 years of age, while a boy could reach 79.0 years. Under the medium growth scenario, life expectancy at birth for females is projected to rise to 87.0 years by 2046, while for males it is expected to reach 83.7 years.
- In 2019, people aged 65 and older represented about 13% of the population. Under the medium growth scenario one in five, or 20%, is expected to be 65 years or older by 2046. The number of seniors is expected to exceed 1.2 million by 2046

[Alberta Population Projections - Alberta and Census Divisions, 2020-2046 \(August 28, 2020\)](#)

Health Issues/Pandemics and the Impact on Age Care

“The coronavirus pandemic, which particularly affects seniors, could prove to be a great opportunity to rethink the relationship our societies have with them”, notes Martine Lagacé, a professor in the Department of Communication of the Faculty of Arts. “If, as a society, we learn the lessons from this health and social crisis, this pandemic could act as a trigger for developing public policies that further the social inclusion of seniors and fight ageism,” says Lagacé, who specializes in social gerontology.

The large numbers of seniors who died in age care facilities during this COVID crisis has served to highlight issues for aged care in Alberta. The reported figures have inadvertently stigmatized Seniors who were already associated with fragility, end of life and other vulnerabilities. What value do we place on Seniors in our society? The hashtag, “Boomer-remover” widely utilized on social media to highlight the horrific rates of mortality among Seniors, is an example of ageism that we need to address overtly and systemically.

The evidence-based research regarding the isolation of Seniors has emphasized the extraordinary hardship experienced by Seniors during forced lockdowns; measures that were broadly applied because buildings were not sufficiently equipped for sectional isolation. New measures are needed to address the social, mental/emotional, financial, and technological inequities that have impacted Alberta’s Seniors.

[The impact of COVID-19 on seniors: Lessons to be learned | Research | University of Ottawa \(uottawa.ca\)](#)

Standards of Care

Under a Ministry responsible for Seniors, specific responsibilities for the important functions should be assigned to a Senior’s Advocate or Commissioner whose duty would be to oversee and ensure:

- quality, safety, and prudential regulation
- system management functions and funding administration
- ensuring that appropriate aged care services are widely available for BIPOC populations
- planning and development of the aged care workforce
- investigation and resolution of complaints

Systemic problems are serious and recurrent issues that stem from problems inherent in the design and operation of the aged care system. They may be funding, policy, cultural or operational issues. These systemic problems are interconnected. None of them exist in isolation and they often have a compounding effect on the quality and accessibility of aged care.

[Aged Care Royal Commission Final Report: Summary](#) (Australian example of a widely applied standard of care)

[Aged care residents’ prioritization of care: A mixed-methods study - Ludlow - 2021 - Health Expectations - Wiley Online Library](#)

AUMA Comments:

AUMA does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions.

AUMA Resolution 2021.C3: Long Term Care

Moved by: Town of Strathmore

Seconded by: Town of Okotoks

WHEREAS hospital and physician care are covered by Medicare, long-term care and home care are not, there are long wait lists for subsidized care and inequity in our system where those who can pay more get better access;

WHEREAS costs borne by both the province and by the families of Alberta in caring for aging parents continue to increase and are unsustainable in the long-term; and

WHEREAS the aging demographic and chronic lack of adequate housing and care solutions for seniors demands innovative solutions and the development of creative alternatives.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association urge our provincial government to petition the Government of Canada to make long term care and home care “medically necessary” services under the terms of the *Canada Health Act*.

BACKGROUND:

- The aging population in Alberta represents a growing need and concern for the care of seniors. There is an ongoing shortage of living facilities for seniors who require assisted living and support, and the private opportunities can be financially out of reach for many Albertan families. Families placing their aging parents into assisted living facilities can find their resources significantly stretched by the enormous associated costs.
- Evidence-based research indicated that the fundamental causes of inferior or deficient care in aged care, particularly residential aged care, is that individuals do not reliably get the health care they deserve and need. The causes for substandard access to health care encompass lack of funding for proactive health care services provided to people at their place of residence, and an unwillingness by some health care providers to attend a person at their residence. A lack of clarity, and inconsistencies around the responsibilities of aged care and health care providers exists. These systemic issues are partly a result of the split in responsibilities for health care and aged care between federal and provincial governments.

[S0144686X19001806jra 1145.1162 \(cambridge.org\)](#) “In conclusion, we believe that the evidence presented here of life course trajectories of family care provides a foundation for understanding better patterns of care work across the life course”.

[Delivering, funding, and rating safe staffing levels and skills mix in aged care - ScienceDirect](#)
[Care workers' perspectives of factors affecting a sustainable aged care workforce - Xiao - 2021 - International Nursing Review - Wiley Online Library](#)
[Our Aging Population: Statistics \(comfortlife.ca\)](#)

[Infographic: Canada's seniors population outlook: Uncharted territory | CIHI](#)

AUMA Comments:

AUMA does not currently have a position on this issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions.

AUMA Resolution 2021.C4: Tobacco Industry Health Cost Recovery Fee

Moved by: City of Airdrie

Seconded by: City of St. Albert

WHEREAS tobacco use results in 4,000 premature deaths and 80,000 residents suffering with Related illnesses each year in Alberta;

WHEREAS the cost of tobacco use in Alberta exceeds \$1 billion annually including health care costs, reduced productivity, fire and environmental damage;

WHEREAS a substantial portion of these costs are a direct result of the harmful health impacts from the use of tobacco and tobacco products;

WHEREAS tobacco companies are not required to pay any compensation to Alberta taxpayers beyond general corporate and payroll taxes; and

WHEREAS many Alberta industries are required to compensate Alberta taxpayers for negligence and third party damages including automobile insurers; transportation companies; oil, gas and mining operators; and agricultural producers (i.e., polluter pays principle).

IT IS THEREFORE RESOLVED THAT the AUMA advocate to the Alberta government to use the [Crown's Right of Recovery Act](#) to establish a five percent (5%) levy on all Alberta revenues collected by major tobacco manufacturers and importers. Funds collected would be redirected to support effective programs and strategies to reduce and prevent tobacco use in Alberta.

BACKGROUND:

Tobacco use affects every Alberta municipality and their residents from a clean-up, environmental and health perspective. Taxes collected on tobacco products in Alberta raises approximately \$750 million annually. As the cost of tobacco use exceeds \$1 billion annually, all Albertans pay for the negative consequences of tobacco use.

Despite the enormous burden that tobacco places on society and our healthcare system, tobacco companies are presently not required to pay any compensation for harm beyond general corporate and payroll taxes. These companies are located outside of Alberta so consequently the provincial taxes that they do pay are negligible. The vast majority of tobacco taxes are paid for by consumers, not tobacco companies.

The Government of Alberta's \$10 billion lawsuit filed against fourteen Canadian and international tobacco firms in 2012 outlines the harmful activities conducted by the tobacco industry. The lawsuit is an attempt by the Government of Alberta to recover decades worth of public harm and the resulting healthcare costs.

Many Alberta businesses are required to pay for the provincial clean-up costs resulting from their harmful and negligent activities, whether the damage is deliberate or not. Examples include:

- Oil and gas companies – are required to pay for the mitigation of environmental damage and emissions resulting from mining, extraction and refining.
- Trucking and rail companies – are required to pay for the clean-up costs resulting from collisions, derailments, and chemical spills.
- Utility companies – are required to mitigate air pollution including CO₂ and SO₂ emissions resulting from power production.
- Auto insurance carriers – are required to pay for the healthcare costs resulting from motor vehicle collisions. ⁽¹⁾

This same “polluter pays” principal can be applied to tobacco companies. Like the examples provided above the Government of Alberta can recover the cost of health services caused or contributed to by a tobacco-related wrong under the *Crown’s Right of Recovery Act*. It is under this Act that the Government of Alberta sued the tobacco companies in 2012. The *Crown’s Right of Recovery Act* can also be used to recoup current health care costs and the annual cost of implementing initiatives outlined in the [Alberta Tobacco Reduction Strategy \(ATRS\)](#).

Action on Smoking and Health (ASH Canada) has determined that a tax of 5% on tobacco industry revenues (\$573 million in 2018⁽²⁾) would cover the \$28 million annual cost of implementing the Alberta Tobacco Reduction Strategy. This strategy outlines steps to:

- help Albertans to quit using tobacco
- reduce second-hand smoke exposure
- make tobacco products less attractive to youth
- educate youth on the dangers of tobacco use

ATRS focusses on reducing the number of Albertans who use tobacco. The original 2002 strategy is credited with significantly decreasing the number of people who start to use tobacco and helping people who use tobacco to quit. The goal of the strategy is to create a smoke-free Alberta. Funding for the ATRS is no longer included in the provincial budget. When the strategy was first introduced it was funded at a level of \$12 million annually. Since 2008 approximately \$4 million, or one dollar per capita, is spent on anti-smoking efforts in the province.

The ATRS expires in 2022. The Government of Alberta should begin consultations on next steps to develop a new strategy in late 2021 that will potentially also address vaping and vaping products.

AUMA Comments:

AUMA does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA’s Board by AUMA’s Safe and Healthy Communities Committee within the context of related priorities and positions.

Notes:

- (1) Campaign for a Smoke-Free Alberta, Tobacco Industry Health Cost Recovery Fee, August 2020
- (2) Health Canada, August 2019

2021 Resolutions

Emergent Resolutions

Criteria

The criteria of an emergent resolution, as set in the Resolutions Policy is that it must:

- a. Deal with an issue of concern to Alberta municipalities which has arisen after the resolution deadline, or just prior to the resolution deadline, such that Members could not submit it as a resolution in time;
- b. Have a critical aspect that needs to be addressed before the next Convention; and
- c. Comply with the guidelines for resolutions set out in this policy.

Seconding

The policy also stipulates that, if the AUMA Board determines the resolution meets the criteria of an emergent resolution, the Board will second the resolution.

AUMA Resolution 2021.Emergent 1: Responsibility of Ambulance Service Delivery

Moved by: City of Airdrie
City of Chestermere
Town of Okotoks
Town of Strathmore
Town of Turner Valley

Seconded by: N/A

WHEREAS the Province of Alberta took responsibility for the delivery of ambulance service as it was a provincial health responsibility;

WHEREAS at the time the ambulance service transitioned from a municipal responsibility to a provincial responsibility there was a commitment that there would be no degradation of service to citizens;

WHEREAS the entire provincial health system has been operating on overdrive because of the COVID-19 pandemic;

WHEREAS the number of code reds, where no ambulances are available in the Province is impacting the ability of Albertans, especially rural Albertans, to access emergency medical care;

WHEREAS municipalities continue to provide support to the provincial health care system with the operation of our fire departments;

WHEREAS the health and safety of citizens continues to be a priority for municipalities as we arrive on scene as first responders to medical calls approximately 40% of the time;

WHEREAS the length of time, fire is on scene until an ambulance arrives is trending upwards exponentially, in some areas up over 50% and some rural areas as much as a 200% increase in wait time for fire services over the last year or 2 years;

WHEREAS municipalities are acting as a stop gap in the provincial health system with no compensation, and it is impacting the ability of municipalities to meet their own operational requirements; and

WHEREAS everyday Albertans' access to health is being compromised due to a lack of emergency health care.

THEREFORE, BE IT RESOLVED that the Province of Alberta, immediately consult with municipalities, to develop a plan to make urgently needed improvements to the delivery and performance of the ambulance system where municipalities are recognized and compensated for the role they play in support of the provincial health care system.

BACKGROUND:

When the province transitioned ambulance service from a municipal responsibility to a provincial responsibility there was a commitment that there would be no degradation in the capacity of these services. Since that transition and especially over the last several months the impact on municipal fire services include:

- o Increasing need for fire services to be the first response and first to arrive on the scene;
- o Increasing need for co-response when EMS are more than 10 minutes out;
- o Municipal fire crews are tied up at incidents longer and are required to stay until they can pass the patient to someone with at least the same level of qualification or higher which means fire crews once on scene cannot leave until EMS arrives;
- o Increasing number of concurrent calls, which is affected by increased response times for lower level incidents (more than 10 minutes) and results in fire being dispatched; and
- o Increasing need for call outs to protect the municipality from other occurrences which increases staffing costs for over time and relies on the availability of off duty staff. There is no contractual requirement for staff to attend call outs outside of their scheduled hours.

The effects on municipal staff include:

- o Increasing stress on staff being exposed to more medical incidents;
- o Dealing with patients and families concerned about delayed EMS transportation;
- o Not being able to deliver the scope of practice of an Advanced Care Paramedic (ACP);
- o Reduction of availability for other incidents, impacts capability, staffing and safety.
- o Not being able to respond to other emergency situations.
- o Experiencing delayed response of care for family members when seconds in response can affect long-term health outcomes;
- o Potential increase in mental health issues; and
- o Burn out.

Every citizen experiencing a medical crisis across Alberta is impacted, as the time of EMS response increases the survival rate of patient's decreases. EMS are usually staffed with an ACP with a higher scope of practice than Firefighters Primary Care Paramedic (PCP), this restricts the care provided which could prove critical.

Ambulance service levels have become an urgent, emergent issue. As an example, in Okotoks, within the space of four days, July 28 – 31, two incidents required the use of the STARS helicopter. On one of these occasions, Okotoks did not have a ground ambulance available. On another occasion, August 3, dispatch informed the Incident Commander that EMS was 45 minutes out, eventually arriving from Strathmore. This is an unacceptable level of service provided by AHS and has shifted the burden substantially to municipalities across Alberta with dire health outcomes for citizens.

AUMA Comments:

This resolution aligns with previous AUMA advocacy on emergency medical services and response times. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to AUMA's Board by AUMA's Safe and Healthy Communities Committee within the context of related priorities and positions, and in coordination with any other related resolutions that are adopted.

MEMORANDUM

Date: October 21, 2021
To: Greg Switenky, CAO
From: Mark Dennis, Regional Fire Chief
Re: Multi-Purpose Enclosed Equipment Trailer Request for Quotation (RFQ) Recommendation

Background:

In 2021 Stettler Regional Fire Department submitted a Joint Capital budget request for \$50,000 to purchase a Multi-Purpose Enclosed Equipment Trailer. The Town and County of Stettler have both approved funding for the purchase of the trailer.

Discussion

Fire Department staff have received two quotes on a new multi-purpose enclosed trailer both in stock available to purchase. This type of trailer is limited in its availability given the effect COVID-19 has had on this industry.

Allen-Dale Trailers & RV's Red Deer, AB	\$47,400.00
GT Performance Saskatoon, SK.	\$42,706.00

Prices do not include GST.
Delivery cost is not included.

Recommendation:

Both trailer manufactures come with a good overall review with some differences in manufacturing. However we did have some minimum specifications that were not met from the GT Performance trailer. Such as 6k torsion braked axles, minimum rear door opening 84 inches high, and propane powered interior heater. It is for those reasons administration respectfully recommends that Council award the RFQ Multi-purpose Enclosed Equipment Trailer to Allen-Dale in the amount of \$47,400.00 excluding gst.



October 12, 2021

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

Dear Mayor Nolls and Council,

Re: TOTAL REVENUES DERIVED FROM DELIVERY TARIFF

As per Section 4 (a) of the Natural Gas Distribution Franchise Agreement currently in effect between the Town of Stettler and Apex Utilities Inc., this correspondence serves to fulfill the Company’s obligation to provide the Municipality with the following information:

1. The total revenues that were derived from the Delivery Tariff within the Municipal Area for the prior calendar year; and
2. An estimate of total revenues to be derived from the Delivery Tariff with the Municipal Area for the next calendar year.

This is provided to assist the Town with its budgeting process and to determine whether a percentage change to the current franchise fee is necessary for the next calendar year. If a fee percentage change is necessary, the Municipality should advise the Company in writing of the franchise fee to be charged by November 15, 2021. Failing notification, the current franchise fee percentage of **30.00%** will remain unchanged.

	2020 Actuals	2022 Estimates
Delivery Revenues (Rate 1, 11, 2 & 12)	\$3,311,467.18	\$3,508,924.01
Delivery Revenues (Rate 3 & 13)	44,805.53	44,065.02
Total Delivery Revenues	<u>\$3,356,272.71</u>	<u>\$3,552,989.03</u>
2020 Actual Franchise	<u>\$1,006,913.45</u>	
2022 Estimated Franchise Fee		<u>\$1,065,896.71</u>

If you have any questions regarding this process or about the information provided, please contact me directly at (780) 980-7305 or via email at irichelh@apexutilities.ca. I look forward to hearing from you.

Sincerely,

Apex Utilities Inc.



Irv Richelhoff
Supervisor Business Development

Town of Stettler
AltaGas Franchise Fee Revenue

Current Percentage Fee - January 1, 2016 30.00%
Previous Percentage 18.00%

Budget year	Actual Total Delivery Revenues (from AltaGas)	Estimated Total Delivery Revenues (from AltaGas)	Actual Franchise Fee (from AltaGas)	Estimated Franchise Fee (from AltaGas)	Actual Revenue - 1-99-02-00-01-540	Town of Stettler Budget Amount	Budget Difference
2012	\$1,895,771.35	\$1,776,873.00	\$341,238.84	\$319,837.14	\$341,478.10	\$320,000.00	\$0.00
2013	\$2,325,634.42	\$1,983,416.75	\$418,617.72	\$357,015.01	\$427,490.45	\$350,000.00	\$30,000.00
2014	\$2,295,071.89	\$2,149,314.45	\$413,116.01	\$386,876.60	\$402,814.95	\$386,000.00	\$36,000.00
2015	\$2,308,111.51	\$2,548,669.69	\$415,463.42	\$458,760.54	\$426,752.20	\$450,000.00	\$64,000.00
2016	\$2,530,341.80	\$2,648,848.72	\$749,947.62	\$794,654.62	\$751,287.57	\$794,000.00	\$344,000.00
2017	\$2,653,396.62	\$2,886,017.62	\$796,076.57	\$865,805.29	\$796,076.60	\$865,000.00	\$71,000.00
2018	\$2,943,128.25	\$3,131,244.91	\$882,938.48	\$939,373.47	\$882,938.06	\$939,000.00	\$74,000.00
2019	\$3,107,444.81	\$3,060,567.48	\$932,249.88	\$918,170.24	\$932,249.89	\$918,000.00	-\$21,000.00
2020	\$3,356,272.71	\$3,122,595.37	\$1,006,913.45	\$936,778.61	\$1,006,913.75	\$936,000.00	\$18,000.00
2021		\$3,343,160.83		\$1,002,948.25		\$1,002,950.00	\$66,950.00
2022		\$3,552,989.03		\$1,065,896.71		\$1,065,000.00	\$62,050.00
2023		\$3,624,048.81		\$1,087,214.64		\$1,087,000.00	\$22,000.00
2024		\$3,696,529.79		\$1,108,958.94		\$1,109,000.00	\$22,000.00



FOR IMMEDIATE RELEASE

Giving our Firefighters the Green Light

Volunteer firefighters will now use flashing green lights to signal when en route to an emergency.

May 3, 2021 – Stettler, Alta: The Town and County of Stettler are joining communities throughout Alberta to use flashing green lights to signify that a volunteer firefighter is traveling to the fire hall in response to an emergency call.

Volunteer firefighters must attend the fire hall from their home or places of work before responding to a call. In order to reduce the travel time needed to reach the hall, the Stettler Regional Fire Department will now use flashing green lights on the personal vehicles of volunteer firefighters to signal the driver's destination and request that anyone sharing the road pull over, if it is considered safe to do so. Although yielding in courtesy is appreciated, other drivers are not required to forfeit right of way in response to the lights, in alignment with the Alberta Traffic Safety Act.

Green lights do not provide volunteer firefighters with special privileges on the roadway, and all rules of the road must be obeyed. The lights are placed on the dashboard or in the windshield of the volunteer's personal vehicle for consistent identification. When yielding the right of way to a volunteer firefighter, please be sure to re-enter the roadway with caution as there may be additional firefighter vehicles following.

The Stettler Regional Fire Department thanks everyone for their cooperation in providing expedited emergency response. If you have any questions or concerns, please contact the Stettler Regional Fire Department at 403-742-2081.

Contact: Lara Angus
Communications Officer
403-742-8305
langus@stettler.net

Revenue	2021 Budget	Actual - Sept 30, 2021	Variance	%	Notes
Administration	\$280,020	\$761,461.33	-\$481,441.33	271.93%	Insurance Claim - \$561,123
Inter Department Transfer - \$250,000					
Police	\$495,308	\$34,313.78	\$460,994.22	6.93%	MSI Operating - \$53,391
Traffic Fines (Budget - \$60,000 / Actual - \$26,691 = 44%)					
Provincial Grant - \$347,000 / Community SRO - \$28,917 (Sept-Dec)					
Fire	\$549,247	\$233,108.98	\$316,138.02	42.44%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$109,717.01	\$232.99	99.79%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$88,812 (103%) / Animal License - Budget \$21,700 - Actual \$20,755					
Roads, Streets, Walks, Lights	\$543,800	\$68,566.01	\$475,233.99	12.61%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$9,338.40	\$1,541.60	85.83%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,358	\$2,113,948.25	\$1,033,409.75	67.17%	
Metered sale of water (Budget - \$1,961,648 / Actual - \$1,217,972 - 62% - to end of Aug - 67%)					
Metered out of Town (Budget - \$1,070,000 / Actual - \$793,425 - 74% - to end of Aug - 67%)					
Bulk water (Budget - \$40,000 / Actual \$21,099 - 53%)					
Sewer	\$950,701	\$594,084.28	\$356,616.72	62.49%	
Sewer Service Charges (Budget - \$888,681 / Actual \$573,391 - 65% - to end of Aug - 67%)					
Garbage Collection & Disposal	\$836,789	\$552,671.93	\$284,117.07	66.05%	
Residential Garbage Revenue (Budget - \$634,980 / Actual \$410,609 - 65% - to end of Aug - 67%)					
Recycling Revenue (Budget - \$170,664 / Actual - \$113,941 - 67% - to end of Aug - 67%)					
FCSS	\$157,148	\$104,760.00	\$52,388.00	66.66%	
Cemetery	\$23,600	\$25,558.33	-\$1,958.33	108.30%	
Planning & Development	\$44,500	\$35,031.76	\$9,468.24	78.72%	
Building Permits (Budget - \$30,000 / Actual - \$24,404 - 81%)					
Economic Development - BOT	\$232,125	\$149,158.85	\$82,966.15	64.26%	
Subdivison Land	\$2,000	\$200.00	\$1,800.00	10.00%	
Land, Housing & Rentals	\$282,015	\$199,312.87	\$82,702.13	70.67%	
Health Unit - \$204,400					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000	\$317.87	\$2,682.13	10.60%	
Recreation Programs	\$22,700	\$8,869.05	\$13,830.95	39.07%	
Facilities	\$952,732	\$158,084.55	\$794,647.45	16.59%	County Partnership - \$431,500
Community Hall	\$45,000	\$6,071.31	\$38,928.69	13.49%	
Senior's Center	\$20,875	\$7,954.07	\$12,920.93	38.10%	
Parks	\$165,650	\$84,165.70	\$81,484.30	50.81%	
Lions Campground - Budget - \$115,000 / Actual - \$80,735 = 70%					
Operating Contingency	\$4,529	\$0.00	\$4,529.00	0.00%	
Taxes	\$8,677,404	\$8,671,382.15	\$6,021.85	99.93%	
Other Revenue	\$1,938,350	\$1,221,057.90	\$717,292.10	62.99%	Business Taxes / Penalties
Franchise Fee - GAS (Budget - \$1,002,950 / Actual - \$655,414 - 65% - to end of Aug - 67%)					
Franchise Fee - ELECTRIC (Budget - \$727,000 / Actual - \$469,119 - 65% - to end of Aug - 67%)					
Return on Investments (Budget - \$140,000 / Actual - \$59,215 - 42%)					
Total Revenue	\$19,495,681	\$15,149,134.38	\$4,346,546.62	77.71%	

Expense	2021 Budget	Actual - Sept 30, 2021	Variance	%	Notes
Council & Legislative	\$221,630	\$123,625.89	\$98,004.11	55.78%	
Council Honorarium (Budget - \$152,630 / Actual - \$107,260 - 70%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000 / Actual - \$292 - 1%)					
Council Membership Conferences (Budget - \$16,000 / Actual - \$10,614 - 66%)					
Administration	\$1,294,932	\$1,005,680.41	\$289,251.59	77.66%	COVID Expenses (supplies) - \$6,740.69
Police	\$1,264,942	\$429,586.84	\$835,355.16	33.96%	
RCMP - Contract Billings (Budget - \$1,080,481)					
Fire	\$894,059	\$433,287.03	\$460,771.97	48.46%	
Disaster Services	\$33,080	\$251.93	\$32,828.07	0.76%	
Bylaw Enforcement	\$192,716	\$173,578.94	\$19,137.06	90.07%	
Common Services	\$156,733	\$83,917.15	\$72,815.85	53.54%	
Roads, Streets, Walks, Lights	\$2,512,829	\$1,148,719.52	\$1,364,109.48	45.71%	
Airport	\$47,635	\$17,420.81	\$30,214.19	36.57%	
Water Supply & Distribution	\$3,078,025	\$1,711,898.69	\$1,366,126.31	55.62%	
Sewer	\$706,865	\$400,773.82	\$306,091.18	56.70%	
Garbage Collection & Disposal	\$724,917	\$393,788.80	\$331,128.20	54.32%	
FCSS	\$196,435	\$147,326.25	\$49,108.75	75.00%	
Cemetery	\$65,790	\$28,891.44	\$36,898.56	43.91%	
Planning & Development	\$330,035	\$271,107.64	\$58,927.36	82.15%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$679,030	\$278,120.67	\$400,909.33	40.96%	
Subdivison Land	\$55,820	\$34,406.28	\$21,413.72	61.64%	
Land, Housing & Rentals	\$44,890	\$17,645.74	\$27,244.26	39.31%	
Recreation - General	\$153,470	\$85,197.46	\$68,272.54	55.51%	
Recreation Programs	\$82,740	\$72,449.48	\$10,290.52	87.56%	
Facilities	\$2,375,397	\$1,241,867.92	\$1,133,529.08	52.28%	
Culture	\$334,162	\$259,022.74	\$75,139.26	77.51%	
Community Hall	\$122,546	\$55,202.05	\$67,343.95	45.05%	
Senior's Center	\$13,330	\$1,064.09	\$12,265.91	7.98%	
Parks	\$680,581	\$378,402.92	\$302,178.08	55.60%	
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	\$2,020,909.02	\$663,719.98	75.28%	
ASFF (Budget - \$2,148,647 - Actual - \$1,619,219 - 75%)					
ASFF Separate School (Budget - \$166,954 - Actual - \$125,606 - 75%)					
County of Stettler Senior Lodges (Budget - \$368,112 - Actual \$276,084 - 75%)					
Total Expense	\$19,495,681	\$10,839,143.53	\$8,656,537.47	55.60%	
Surplus / Deficit	\$0	\$4,309,990.85	-\$4,309,990.85		

Town of Stettler
2021 Capital Budget Summary

30-Sep-21

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 Sept 30, 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	Debenture / Local Improvement	Grants - MSI (\$1,245,630 + \$52,448 = \$1,298,078)	Grants - FGT (\$356,384+ \$340,528 (July 2021 = \$696,912)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total		
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																			
Op-tran 2-32-09-00-03-244	Pathway rehab (2017 council direction)	\$50,000.00	\$50,000								\$50,000.00						\$50,000.00		
Op-tran 2-32-09-00-00-244	Sidewalk replacement program (yearly)	\$75,000.00	\$75,000	\$41,450.12	\$33,549.88						\$75,000.00						\$75,000.00		
2021 Capital Budget - Operational Projects (non TCA)																			
Op-tran 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000	\$0.00	\$55,000.00			\$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		\$115,528.47		\$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		
2021 Capital Budget - Operational Projects (non TCA)		\$645,000.00	\$645,000.00		\$204,078.35	\$0.00	\$415,000.00	\$101,253.07	\$0.00	\$3,746.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$645,000.00		
2021 Capital Budget - Capital Projects (TCA)																			
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	\$3,449.80	\$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	MSP - 44Ave Phase 2 - Hwy 56 to Hwy 12	\$611,241.00	\$611,241.00	\$389,612.05	\$221,628.95												\$611,241.00 MSP		
2020 MSP 6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st-south side only)	\$842,611.75	\$600,000.00	\$788,759.70	\$53,852.05				\$633,726.94	Alberta Operating Support Transfer (\$391,115.19 - MOST received - \$607,693) / Land Development - \$242,611.75			\$112,617.06			\$96,267.75 MSP	\$842,611.75		
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		
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		
Op 6-32-09-60-01-660	Pathway program (new construction)	\$100,000.00	\$100,000	\$84,848.01	\$15,151.99			\$100,000.00									\$100,000.00		
Op 6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services)	\$830,077.00	\$850,000	\$111,264.82	\$718,812.18				\$102,670.00	Alberta Operating Support Transfer (MOST - \$607,693)			\$370,287.00	\$357,120.00			\$830,077.00		
Water 6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave	\$239,863.86	\$280,000	\$222,334.57	\$17,529.29							\$239,863.86					\$239,863.86		
Water 6-41-11-30-02-630	Water meter data collection upgrade	\$35,000.00	\$35,000	\$30,562.50	\$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	\$196,375.25	\$200,000	\$0.00	\$196,375.25							\$196,375.25					\$196,375.25		
Equip 6-31-11-30-12-630 (CAP13558)	Trackless	\$152,500.00	\$160,000									\$152,500.00					\$152,500.00		
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	\$75,844.88	\$24,155.12				\$100,000.00	Capital Reserve							\$100,000.00		
Parks 6-77-02-30-03-630	Turf aerator	\$5,000.00	\$11,000	\$0.00	\$5,000.00		\$5,000.00										\$5,000.00		
Parks 6-77-02-30-06-630	Ball diamond backstop fence	\$5,000.00	\$5,000				\$5,000.00										\$5,000.00		
Cemetery 6-56-00-60-01-660	2021 Capital Budget Addition - Columbarium	\$18,666.00	\$18,666	\$9,332.80	\$9,333.20			\$18,666.00									\$18,666.00		
2021 Capital Budget - Capital Projects (TCA)		\$4,088,284.86	\$3,922,857.00		\$1,266,825.73	\$225,000.00	\$151,650.00	\$201,166.00	\$0.00	\$966,696.94	\$0.00	\$0.00	\$888,739.11	\$482,904.06	\$357,120.00	\$815,008.75	\$0.00	\$4,088,284.86	
2021 Total Capital Budget		\$4,733,284.86	\$4,567,857.00		\$1,470,904.08	\$225,000.00	\$566,650.00	\$302,419.07	\$0.00	\$970,443.87	\$0.00	\$125,000.00	\$0.00	\$888,739.11	\$482,904.06	\$357,120.00	\$815,008.75	\$0.00	\$4,733,284.86
Council Motion - 21:02:04 - Feb 2, 2021		\$4,549,191.00	27%				\$743,463.00	\$1,094,069.07					\$409,338.89	\$214,007.94	\$0.00			\$4,733,284.86	
2021 Addition - July 6, 2021 (Columbarium)		\$18,666.00																-\$165,428	
Total 2021 Capital Budget		\$4,567,857.00																	
Difference (Actual vs Council Budget)		\$165,428																	

		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 Sept 30, 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 (\$356,384+ \$340,528 (July 2021 = \$696,912)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total			
2020 Carry Forward - Operational Projects (non TCA)																				
Storm	6-42-00-00-15-610 CA	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	\$11,255.51	\$1,744.49	\$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	6-64-01-00-00-630	Planning (Economic Development) - Market Analysis	\$44,000.00	\$44,000.00	\$7,422.20	\$36,577.80			\$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		\$0.00	\$498.52	\$498.52											\$498.52		
Lagoon	6-42-01-10-12-610	Lagoon - Legal	\$255.00		\$0.00	\$2,161.90					\$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		
2020 Carry Forward - Operational Projects (non TCA)			\$134,394.14	\$134,640.62		\$39,982.71	\$13,498.52	\$0.00	\$50,000.00	\$0.00	\$38,640.62	\$0.00	-\$745.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$8,000.00	\$0.00	\$134,394.14
2020 Carry Forward - Capital Projects (TCA)																				
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	\$100,137.36	\$307,922.28							\$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	\$287,527.17	\$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	\$3,765.98	\$219,234.02			\$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	\$21,016.00	\$32,000.00	\$0.00	\$21,016.00				\$21,016.00	common services							\$21,016.00		

SRC - Are 6-73-11-20-05-620	Tube Heaters - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$62,500	\$29,675.94	\$62,500.00	\$0.00	\$29,675.94	\$29,675.94												\$29,675.94	
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		\$314.16	\$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	\$30,290.01	\$2,215.00	\$32,505.01												\$32,505.01	
Cem 6-56-00-60-01-660	Cemetery Columbarium - Alan - 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	
2020 Carry Forward - Capital Projects (TCA)		\$1,927,535.25	\$1,971,868.67		\$610,517.37	\$190,000.00	\$159,733.11	\$39,224.64	\$369,223.39	\$71,016.00		\$0.00	\$0.00	\$736,196.06	\$259,242.50	\$40,000.00	\$62,899.55	\$0.00	\$1,927,535.25
2020 Total Carry Forwards		\$2,061,929.39	\$2,106,509.29		\$2,121,404.16	\$203,498.52	\$159,733.11	\$89,224.64	\$369,223.39	\$109,656.62		-\$745.00	\$0.00	\$736,196.06	\$284,242.50	\$40,000.00	\$70,899.55	\$0.00	\$2,061,929.39
2021 Total Capital Budget (including Carry Forwards)		\$6,795,214.25	\$6,674,366.29		31%	\$428,498.52	\$726,383.11	\$391,643.71	\$369,223.39	\$1,080,100.49		\$124,255.00	\$0.00	\$1,624,935.17	\$767,146.56	\$397,120.00	\$885,908.30		0.00
2021 Total Capital Budget Difference From Budget to Actual			\$120,847.96			Water \$428,000.00	\$1,546,525.34			\$1,449,323.88				Total Grants Available	\$2,063,094.73	\$1,249,025.50	\$493,009.11		
										Total Reserves									\$2,995,849.22
														Balance - December 31, 2021	\$438,159.56	\$481,878.94	\$95,889.11		

Town of Stettler

2021 Reserves

30-Sep-21

Capital Reserves		31-Dec-18	31-Dec-19	31-Dec-20	2021 Additions	2021 Deletions	31-Dec-21
4-16-00-00-12-760	Computer	\$37,059.84	\$7,987.74	-\$0.26			-\$0.26
4-16-00-00-24-760	Disaster Services	\$6,008.00	\$0.00	\$0.00			\$0.00
4-16-00-00-31-760	Chain Link Fence	\$9,646.00	\$9,646.00	\$9,646.00			\$9,646.00
4-16-00-00-43-760	Compost Bins/Pads	\$2,880.20	\$2,880.20	\$2,880.20			\$2,880.20
4-16-00-00-56-760	Cemetery	\$2,497.40	\$2,497.40	\$2,497.40			\$2,497.40
4-16-00-00-61-760	GIS System	\$6,703.29	\$6,703.29	\$6,703.29			\$6,703.29
4-16-00-01-23-760	Fire Capital	\$350,298.99	\$510,448.99	\$670,598.99	\$100,000.00	-\$120,300.00	\$650,298.99
4-16-00-03-74-760	Senior Centre	\$19,250.00	\$19,250.00	\$19,250.00			\$19,250.00
4-16-00-01-31-760	Common Service - Equipment	\$20,000.00	\$104,565.13	\$73,188.73		-\$21,016.00	\$52,172.73
4-16-00-02-32-760	Streets Improvement	\$0.00	\$10,200.00	\$10,200.00			\$10,200.00
4-16-00-01-33-760	Airport Capital	\$0.00	\$14,527.72	\$14,527.72			\$14,527.72
4-16-00-01-37-760	Drainage	\$29,581.72	\$54,581.72	\$54,581.72			\$54,581.72
4-16-00-01-74-760	Community Hall	\$221,522.77	\$33,440.71	\$0.00			\$0.00
4-16-00-01-77-760	Campground Expansion	\$20,986.21	\$20,986.21	\$20,986.21			\$20,986.21
4-16-00-02-77-760	ML Sport Park	\$16,418.68	\$16,418.68	\$16,418.68			\$16,418.68
4-16-00-03-32-760	Cemetery Road	\$148,342.90	\$148,342.90	\$148,342.90			\$148,342.90
4-16-00-03-73-760	Recreation Agreement	\$0.00	\$266,900.00	\$533,800.00	\$266,900.00		\$800,700.00
4-16-00-02-41-760	WTP	\$30,698.18	\$22,545.21	\$22,545.21			\$22,545.21
4-16-00-03-41-760	Water Dispensing System	\$3,220.28	\$3,220.28	\$3,220.28			\$3,220.28
4-16-00-01-42-760	Sewer capital	\$13,900.00	\$13,900.00	\$13,900.00			\$13,900.00
4-16-00-05-77-760	Downtown Park	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-04-77-760	Fishing Pier	\$8,780.00	\$8,780.00	\$8,780.00			\$8,780.00
4-16-00-07-41-760	East Industrial Loop Water	\$3,893.82	\$3,893.82	\$3,893.82			\$3,893.82
Total Capital Reserves		\$951,688.28	\$1,281,716.00	\$1,635,960.89	\$366,900.00	-\$141,316.00	\$1,861,544.89

Operating Reserves		31-Dec-18	31-Dec-19	31-Dec-20	2021 Additions	2021 Deletions	31-Dec-21
4-15-00-00-21-700	RCMP Criminal Records Fee	\$62,685.38	\$69,728.38	\$70,938.20		-\$10,000.00	\$60,938.20
4-15-00-00-23-700	Rescue Unit	\$132,243.16	\$155,910.16	\$180,856.90			\$180,856.90
4-15-00-00-31-700	Land Farmed Site	\$7,650.00	\$7,650.00	\$7,650.00			\$7,650.00
4-15-00-00-32-700	Walking Path	\$67,982.14	\$67,982.14	\$35,817.14		-\$10,000.00	\$25,817.14
4-15-00-00-43-700	Landfill Site Maintenance	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-00-42-700	Sewer General	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-00-56-700	Perpetual Care Fund	\$48,079.08	\$51,644.08	\$55,144.08			\$55,144.08
4-15-00-00-61-700	West Stettler Planning	\$3,746.93	\$3,746.93	\$3,746.93		-\$3,746.93	\$0.00
4-15-00-00-64-700	BOT - Community Events	\$11,000.00	\$35,663.62	\$47,609.24			\$47,609.24
4-15-00-06-64-700	BOT Events			\$3,477.98			\$3,477.98
4-15-00-00-69-700	Building Maintenance	\$33,000.00	\$35,200.00	\$37,400.00			\$37,400.00
4-15-00-00-73-700	SRC - Building Maintenance	\$9,210.47	\$9,210.47	\$9,210.47			\$9,210.47
4-15-00-00-74-700	Culture (2017 Community Hall Carry Forward)	\$111,000.00	\$126,000.00	\$128,203.17			\$128,203.17
4-15-00-00-97-700	General	\$1,767,304.24	\$2,041,520.24	\$2,147,258.24		-\$369,223.39	\$1,778,034.85
4-16-00-01-12-760	Office Building Software	\$7,825.15	\$7,825.15	\$2,825.15			\$2,825.15
4-15-00-01-21-700	RCMP Contract	\$230,000.00	\$325,230.38	\$325,230.38			\$325,230.38
4-15-00-01-23-700	Fire - Telus Tower	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-31-700	Salt Shed	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-32-700	Street Light Replacement	\$68,789.84	\$97,899.84	\$97,899.84			\$97,899.84
4-15-00-01-64-700	Beautification	\$13,138.98	\$13,138.98	\$13,138.98			\$13,138.98
4-15-00-01-41-700	Coat Exterior Reservoir	\$40,000.00	\$40,000.00	\$40,000.00		-\$40,000.00	\$0.00
4-15-00-01-42-700	Sewer Offsite	\$272,565.90	\$286,918.90	\$286,918.90			\$286,918.90

4-15-00-01-61-700	SE Industrial Plan	\$50,000.00	\$50,000.00	\$50,000.00			\$50,000.00
4-15-00-01-66-700	Land Development	\$1,136,813.25	\$1,071,554.77	\$1,071,554.77		-\$242,611.75	\$828,943.02
4-15-00-01-73-700	Playground Program	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-01-77-700	Tree maintenance	\$5,950.00	\$5,950.00	\$5,950.00			\$5,950.00
4-15-00-01-69-700	Health Unit	\$12,500.00	\$12,500.00	\$12,500.00			\$12,500.00
4-15-00-01-74-700	Seniors HUB	\$917.33	\$5,056.33	\$4,589.59			\$4,589.59
4-15-00-02-23-700	Regional Squad Unit	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-02-32-700	Gravel	\$35,300.00	\$35,300.00	\$35,300.00			\$35,300.00
4-15-00-02-61-700	Cold lake Survey	\$13,250.00	\$13,250.00	\$13,250.00			\$13,250.00
4-15-00-02-64-700	BOT - Physician Recruitment	\$0.00	\$0.00	\$5,491.00			\$5,491.00
4-15-00-02-73-700	SRC Projector System	\$2,712.06	\$2,712.06	\$2,712.06			\$2,712.06
4-15-00-02-77-700	Community Orchard	\$13,657.78	\$10,609.78	\$10,142.03			\$10,142.03
4-15-00-03-12-700	ARB	\$6,000.00	\$6,000.00	\$6,000.00			\$6,000.00
4-15-00-03-41-700	WTS Operations	\$81,129.09	\$81,129.09	\$129.09			\$129.09
4-15-00-03-61-700	Planning	\$0.00	\$55,000.00	\$50,223.88		-\$38,640.62	\$11,583.26
4-15-00-05-64-700	Marketing Plan	\$0.00	\$20,000.00	\$20,000.00			\$20,000.00
4-15-00-03-64-700	Parade Float	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-04-64-700	Trade Show	\$68,689.40	\$95,007.05	\$95,007.05			\$95,007.05
4-15-00-04-77-700	In memorium	\$23,361.14	\$23,361.14	\$23,361.14			\$23,361.14
4-15-00-03-77-700	Memorial Park	\$4,864.44	\$4,864.44	\$4,864.44			\$4,864.44
4-15-00-04-32-700	Slurry Seal	\$3,942.42	\$3,942.42	\$3,942.42			\$3,942.42
4-15-00-05-41-700	Well Building	\$50,000.00	\$50,000.00	\$50,000.00			\$50,000.00
	Admin Sucession Planning			\$0.00			\$0.00
	PY - Vacation Accrual			\$0.00			\$0.00
	COVID Municipal Operating Support transfer (MOST)			\$607,693.00		-\$493,785.19	\$113,907.81
4-15-00-06-41-700	Water Plant - Desludging		\$70,000.00	\$140,000.00	\$70,000.00		\$210,000.00
4-15-00-07-41-700	Water Plant - Small Capital		\$50,000.00	\$50,000.00	\$50,000.00	-\$100,000.00	\$0.00
Total Operating Reserves		\$4,401,308.18	\$5,047,506.35	\$5,762,036.07	\$120,000.00	-\$1,308,007.88	\$4,574,028.19
4-15-00-00-98-700	Utilities - Other	\$455,317.82	\$740,295.81	\$434,447.65	\$355,708.00	-\$726,383.11	\$63,772.54
4-15-00-00-96-700	Utilities - Water	\$836,000.49	\$841,502.58	\$499,292.44	\$69,333.00	-\$428,498.52	\$140,126.92
4-15-00-00-95-700	Contingency Reserve - Interim Budget - Available for Capital	\$232,674.74	\$303,847.50	\$215,346.04	\$318,422.00	-\$391,643.71	\$142,124.33
Total Interim Budget - Available for Capital (rates /tax)		\$1,523,993.05	\$1,885,645.89	\$1,149,086.13	\$743,463.00	-\$1,546,525.34	\$346,023.79
Total Operating Reserves		\$5,925,301.23	\$6,933,152.24	\$6,911,122.20	\$863,463.00	-\$2,854,533.22	\$4,920,051.98
Total Capital & Operating Reserves		\$6,876,989.51	\$8,214,868.24	\$8,547,083.09	\$1,230,363.00	-\$2,995,849.22	\$6,781,596.87

TO: Town of Stettler Council

DATE: 2021 10 26

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – SEPTEMBER 2021

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, and daily office staff information sharing sessions.
2. Ongoing organizational COVID-19 continuity planning under AHS guidelines, provincial mandates, and industry best practices.
3. Virtual – Stettler Waste Management Authority.
4. Virtual – Mayor Nolls lead discussion opportunity with (4) staff from Associate Minister (Honourable) Nate Horner's Rural Economic Development team to provide feedback respecting operational and functional challenges within the SRC associated with implementation of either the optional COVID Restriction Exemption Program or 1/3 Capacity Limitations.
5. New RCMP (S/Sgt) Detachment Commander Bruce Holliday.
6. Consulate-General of Japan in Calgary, UCHIDA Tatsukuni introductory visit in Stettler.
7. Participated in the Library Community Needs Assessment.
8. Inaugural "Community Builders" celebration at Pioneer Park/Pathway site.
9. National Day for Truth and Reconciliation on September 30th.
10. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
11. Ongoing organizational succession planning considerations.
12. 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, Staff, Department Head, 2021 Senior Management COVID update, 2022 Budget, 2021 Municipal Election, Economic Development Committee.
2. Projects worked on included:
 - 2022-2024 Operational Budget

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SEPTEMBER 2021
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- COVID planning, info and research
- 2021 Municipal Election – Assist Returning Officer with Election
- USA Bank Account – finalized
- 2021 Capital Budget – September 30, 2021
- 2021 Cash Flow Statement follow up – September 30, 2021
- 2021 Regional Water Summary – September 30, 2021
- 2021 Capital Budget Summary – September 30, 2021
- 2021 Operating Budget Summary – September 30, 2021
- 2021 Reserves Update – September 30, 2021
- 2021 Grant Updates – September 30, 2021
- Garbage and Recycling Inquiries – municipal inquiries
- Council Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns
- CAO vacation coverage
- Vacation

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- Department Head
- Airport Master Plan Committee Update
- COVID Management Meeting
- Water/Wastewater Foreman Interview
- Town hall – new Covid measures from province
- Luncheon with Consulate-General Uchida of Japan
- Town Life Planning Meeting
- Various landowner concerns regarding drainage, water usage, traffic, etc.

Projects:

- Official retirement of Wayne Stenlund on September 23
- Highway 12 Intersection – construction started
- 2021 Sidewalk Replacement construction completed
- Downtown Streetscape – Tree plantings by Blue Grass Nursery
- Water Reservoir Painting RFQ Award
- Alberta Transportation Intersection Upgrades at 67 Street
- Operating Budget 2022-2024

TRANSPORTATION – IVAN WILFORD

- Dug cremations and graves
- Sign repair/installations
- Cleaned off catch basins
- Equipment repairs and cleaning
- Lane grading
- Turn, mix, compost at transfer site
- Street sweeping. Lots of leaves
- Lots of Asphalt patching
- Installed bike lock up racks on main street bulbing
- Watered grass
- Hauled black dirt
- Cleaned out wood and concrete bins at the shop
- Repaired the curve by the dog park with cold mix
- Repaired oiled road by the lottery building (70 st)
- Mixed up all salt /sand for winter operation, piled in tent
- Installed community builder signs in pioneer park
- Sidewalk trip grinding
- Watered new main street trees
- Used up the rest of the traffic paint we had left to do new cross walks on 44 ave new asphalt
- Unable to buy any paint this year do to supply shortages
- Installed 2 sets of pedestrian cross walk signs on 44 ave
- Used laser level to reshape a couple of lanes with grader
- Hauled crushed concrete and shaped up the area behind the reservoir for the fire department.
- Staff took WHMIS training at the shop online



Salt sand in tent

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2020 Permits to September 30, 2020	2021 Permits to September 30, 2021
Institutional	\$559,551.00	\$2,868,560.00
Industrial	\$1,365,470.00	\$65,000.00-
Commercial	\$170,200.00	\$356,900.00
Residential	\$2,620,824.00	\$3,368,178.00
Total	\$4,716,045.00	\$6,658,638.00

2. Projects:

- Municipal Election
- Operating Budget
- Alberta Animal Services Contract Review
- Mobile Home Lot Subdivision and Consolidation
- IDP & SE ASP RFP
- Rotary Park Development
- Economic Development Committee Initiative
- Commercial Market Analysis
- 4915-50 Street Compliance
- North West ASP
- Fire Hall Right of Way
- Community Builders
- Town Life
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- JHSC Meeting
- IDP & SE ASP Meetings
- Community Builders Meeting and Unveiling
- Fire Department Meeting
- RCMP Meeting
- Japanese Consulate General Luncheon
- MPC Meeting
- Gilbert Financial Meeting
- Town Life Meeting
- Nate Horner's Office Call
- Economic Development Meeting
- Election Training
- COVID Management Meetings

- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Council and Committee Meetings
- Staff and Department Head

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

1. **Meetings:** CIB, meetings with staff, Heartland beautification, after council, emergency management, department head, CARA, Provincial town hall, RFP arena connect, Covid measures, and municipalities information session.
2. **Projects:** Transition to fall/winter operations, for Heaven's sake ball tournament, ice making on the Red arena, opening of the skateboard bowl, memorial tree planting, tree cleanup beaver control, B&E assist investigation on minor ball sheds and cemetery shed, transient issues, truth and reconciliation day, and attempting to keep up with concern and complaint sheets.
3. Looks like Roger is off for another 6 weeks and we all wish him a speedy recovery. The ever changing landscape of the Covid situation has us adapting on an almost daily basis. At present the SRC is operating at 1/3 capacity as per Alberta gov't recommendations instead of the REP program (no matter what road we take on this one people will be mad and express their opinion). It is my hope that this is manageable soon for everyone's mental health and not to sound like a broken record or catch phrase, but..... we are all in this together.

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. All of the low lift pumphouse chambers were drained down and cleaned.
2. Polydex algaecide was added to the raw water reservoir and allowed to sit for 5 days to kill any algae before switching from the river to the reservoir. We are dosing with activated carbon as well while we let the reservoir do a changeover with new river water.
3. The service water pump is running at diminished capacity and was already a little under capacity for the plants needs. Waiting on a quote for a new higher capacity pump for which we have a capital budget allocated. We will have the old pump rebuilt if possible and keep as a backup to the new pump. This is a critical pump as we only have one which the plant cannot run without.
4. The plants heating boiler and low lift pumphouse furnace prestart checks have been completed by action plumbing. There is still one zone control valve yet to be replaced. The boiler is now in service.
5. Routine monthly maintenance carried out.

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
- 9) Sewer service repairs
- 10) Start repairing Lagoon Cell's A and B berm's.
- 11) CC repairs.

REGIONAL FIRE CHIEF – MARK DENNIS

Report to be presented at a later date.



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75753
Cheque Date	First	Last		75756

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Active Network	75753	2021-10-01	\$7,791.55
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
P&L Active Software		4200011307	\$4,889.01
P&L Active Software		22020746	\$2,902.54
=====			
County of Stettler Housing Ath	75754	2021-10-01	\$92,028.00
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Seniors Lodge 4th Qtr Requisit		2021-REQ02-4	\$92,028.00
=====			
Parkland Regional Library	75755	2021-10-01	\$13,358.52
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Library 4th Qtr Requisition		210240	\$13,358.52
=====			
Stettler Learning Centre	75756	2021-10-01	\$3,000.00
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
BOT Financial Assistance Motio		2021	\$3,000.00
=====			

	Total Cheques		\$116,178.07
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75757
Cheque Date	First	Last		75774

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Algae Control Canada	75757	2021-10-08	\$13,253.10

Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon VitaStim Polar	INV-20357	\$13,253.10	

Atlas Copco Compressors Canada	75758	2021-10-08	\$5,148.12

Invoice Description	Invoice Number	Invoice Amount	
WTP Cooler Combi GA15+	1121016572	\$5,148.12	

Automotive Buy & Sell	75759	2021-10-08	\$5,000.00

Invoice Description	Invoice Number	Invoice Amount	
Security Release for DevPermit	2021.09.30	\$5,000.00	

Corspraying	75760	2021-10-08	\$10,500.00

Invoice Description	Invoice Number	Invoice Amount	
Sewer Season long mowing @	2181	\$10,500.00	

Government of Alberta	75761	2021-10-08	\$60.85

Invoice Description	Invoice Number	Invoice Amount	
Office Local Gov Stat & Reg Up	S094379	\$60.85	

Hoisting Ltd.	75762	2021-10-08	\$15,466.95

Invoice Description	Invoice Number	Invoice Amount	
Trsf Stn/Lift Stn A&B Install	24577	\$12,977.24	
Water Trsf Stn Load test as pe	24578	\$2,489.71	

James Patko Contracting Inc.	75763	2021-10-08	\$12,750.00

Invoice Description	Invoice Number	Invoice Amount	
Security Release Dev Permit	2021.09.30	\$12,750.00	

Legacy Monuments Ltd.	75764	2021-10-08	\$493.50

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Memorial Tree Park	TREE PARK 2021	\$493.50	

Linde Canada	75765	2021-10-08	\$915.79

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemiclas	66057767	\$348.23	
Pool Facility Chemicals	66200572	\$567.56	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
NextGen Automation	75766	2021-10-08	\$417.69

Invoice Description	Invoice Number	Invoice Amount	
Office & Water Billing Postage	356522	\$417.69	

Ornamental Bronze Limited	75767	2021-10-08	\$174.30

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Date Plate	98809	\$174.30	

Receiver General for Canada	75768	2021-10-08	\$47,822.38

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP20-21	\$41,837.16	
Town Tax Remittance	PP20-21.	\$2,249.66	
BOT Tax Remittance	PP20-21.BOT	\$1,334.93	
Library Tax Remittance	PP20-21.LIBRAR	\$2,400.63	

Schollie Research & Consulting	75769	2021-10-08	\$4,725.00

Invoice Description	Invoice Number	Invoice Amount	
Other Program Wellness Network	210801	\$4,725.00	

Skaley Landscaping & Bobcat	75770	2021-10-08	\$1,743.00

Invoice Description	Invoice Number	Invoice Amount	
Park-Hired Equipment & Labour	345450	\$1,743.00	

T & T Lee Enterprises Inc.	75771	2021-10-08	\$514.50

Invoice Description	Invoice Number	Invoice Amount	
SRC Sprinkler Inspection	10867	\$514.50	

Town Trophy & Gifts	75772	2021-10-08	\$40.95

Invoice Description	Invoice Number	Invoice Amount	
HBC Uplate plate for WalknRoll	15524	\$12.60	
HBC Sublimation Plate R.Spence	15527	\$28.35	

Vision Credit Union	75773	2021-10-08	\$12,677.95

Invoice Description	Invoice Number	Invoice Amount	
Security Release Dev Permit	2021.09.30	\$12,677.95	

Wen, Vincent	75774	2021-10-08	\$246.80

Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Cr Bal	2021.09.22	\$246.80	

Total Cheques			\$131,950.88
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75775
Cheque Date	First	Last		75782

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canada Post Corporation	75775	2021-10-15	\$1,504.76

Invoice Description		Invoice Number	Invoice Amount

Water Billing Postage		9797042019	\$1,504.76

Corspraying	75776	2021-10-15	\$6,136.21

Invoice Description		Invoice Number	Invoice Amount

Water Trsf Stn Weed Control C		21116	\$106.45
Water Reservoir Weed Control C		21117	\$279.98
Sewer Weed Control Contract		21118	\$77.16
Pest & Weed Control Contract		21113	\$3,937.50
Pest & Weed Control Contract		21115	\$590.63
Pest & Weed Control Contract		21114	\$1,144.49

Hoskins, Harvey	75777	2021-10-15	\$719.60

Invoice Description		Invoice Number	Invoice Amount

Water Refund Payment Made in		2021.10.06	\$719.60

Maruk, Steve	75778	2021-10-15	\$78.75

Invoice Description		Invoice Number	Invoice Amount

Fere Jnt High Angle Rescue Tra		2021.10.12	\$78.75

Pawandeep, Kaur and Singh, Jor	75779	2021-10-15	\$174.34

Invoice Description		Invoice Number	Invoice Amount

Refund Overpayment on Tax Roll		2021.10.06	\$174.34

Purolator Courier Ltd.	75780	2021-10-15	\$579.14

Invoice Description		Invoice Number	Invoice Amount

Fire Jnt/WTP/Wtr/Cemetery Frei		448679560	\$579.14

Shirley McClellan Regional Wat	75781	2021-10-15	\$15,476.22

Invoice Description		Invoice Number	Invoice Amount

Water Trsf Stn Principal & Int		SMRWSC-001821	\$15,476.22

Stettler Waste Management	75782	2021-10-15	\$96,720.00

Invoice Description		Invoice Number	Invoice Amount

Joint Landfill 3rd Qtr Requisi		SWM0002933	\$96,720.00

Total Cheques			\$121,389.02
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75783
Cheque Date	First	Last		75799

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	75783	2021-10-22	\$26.53

Invoice Description		Invoice Number	Invoice Amount

Plan & Dev Discharges & Int		2021.09.30	\$26.53

Benoit, Morgan	75784	2021-10-22	\$150.00

Invoice Description		Invoice Number	Invoice Amount

Water Trans Clothing Allowance		2021.10.14	\$150.00

Corspraying	75785	2021-10-22	\$1,326.37

Invoice Description		Invoice Number	Invoice Amount

Subd Land Dev Spray Vacant Lot		21112	\$1,326.37

Diverse Signs N Designs Inc.	75786	2021-10-22	\$32.99

Invoice Description		Invoice Number	Invoice Amount

HBC Charging Station Sign		8181	\$32.99

Hoisting Ltd.	75787	2021-10-22	\$420.00

Invoice Description		Invoice Number	Invoice Amount

Water Trsf Stn Crane Repair		24634	\$420.00

Ken-Mar Concrete	75788	2021-10-22	\$9,331.84

Invoice Description		Invoice Number	Invoice Amount

Water Trans Screened Rock		380	\$2,382.47
Water Trans Screened Rock		381	\$2,386.03
Water Trans Screened Rock		404	\$4,563.34

Maruk, Steve	75789	2021-10-22	\$1,100.60

Invoice Description		Invoice Number	Invoice Amount

Fire Joint High Angle Rescue		2021.09.23	\$1,100.60

Patsiomkina, Iryna	75790	2021-10-22	\$71.89

Invoice Description		Invoice Number	Invoice Amount

Water Refund Util AC Cr Bal		2021.10.08	\$71.89

Peavey Mart	75791	2021-10-22	\$329.53

Invoice Description		Invoice Number	Invoice Amount

Shop Sprayer for Degreaser		2003368003	\$33.59
Sewer Batteries		2006603003	\$41.98
Sewer Tools for Dig Trailer		2002295004	\$63.00
Comm Hall & Parks Tools, Jani		2003514005	\$190.96

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	75792	2021-10-22	\$47,615.41
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP21-21	\$39,783.32	
Town Tax Remittance	PP21-21.	\$2,974.63	
BOT Tax Remittance	PP21-21.BOT	\$2,703.25	
Library Tax Remittance	PP21-21.LIBRAR	\$2,154.21	
Safety Codes Council	75793	2021-10-22	\$75.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Sliptank Permit	IN201814581	\$75.00	
Teresa's Catering	75794	2021-10-22	\$236.25
Invoice Description	Invoice Number	Invoice Amount	
PR Staff Appreciation Meals	552	\$236.25	
Tru-Fence	75795	2021-10-22	\$966.00
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Misc Fence Repairs	2761	\$966.00	
Western Gym & Recreational Sup	75796	2021-10-22	\$77.70
Invoice Description	Invoice Number	Invoice Amount	
SRC Score clock control batter	12351	\$77.70	
Westvac Industrial Ltd.	75797	2021-10-22	\$918.75
Invoice Description	Invoice Number	Invoice Amount	
Equip Relief Valve for #162	P10732	\$918.75	
Woody's Automotive Ltd.	75798	2021-10-22	\$569.99
Invoice Description	Invoice Number	Invoice Amount	
Shop Supplies	734536	\$7.44	
Shop Supplies	734689	\$21.47	
Shop Windshield Washer	735074	\$30.16	
Shop Air Filters #76	735248	\$22.31	
Shop Supplies	735328	\$23.13	
Shop Supplies	736462	\$15.32	
Shop Supplies	736744	\$6.55	
Shop Pressure Washer Soap	736792	\$81.89	
Shop Gloves	737256	\$83.98	
Shop Drill Bit	736323	\$53.96	
Trans Beacon for unit #24	735114	\$14.62	
Water Brake pads for unit #175	735936	\$91.71	
Parks Oil for mower #100	736225	\$17.16	
Parks Trans oil & Filter #33	736917	\$100.29	
Xylem Canada Company	75799	2021-10-22	\$615.81
Invoice Description	Invoice Number	Invoice Amount	
WTP Level Floats	3558360981	\$615.81	

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

	Total Cheques		\$63,864.66
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number EFT0003924	EFT0003935
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount									
Barnes, Roger	EFT0003924	2021-10-05	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>SRC Oct Phone Allowance</td> <td>2021.10.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	SRC Oct Phone Allowance	2021.10.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
SRC Oct Phone Allowance	2021.10.01	\$25.00										
Center Ice Concession	EFT0003925	2021-10-05	\$88.20									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>HBC Aug Meeting Lunch</td> <td>116</td> <td>\$88.20</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	HBC Aug Meeting Lunch	116	\$88.20
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
HBC Aug Meeting Lunch	116	\$88.20										
Dahl, Steven	EFT0003926	2021-10-05	\$50.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Shop Oct Tool Allowance</td> <td>2021.10.01</td> <td>\$50.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Shop Oct Tool Allowance	2021.10.01	\$50.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Shop Oct Tool Allowance	2021.10.01	\$50.00										
Dodd, Sonia	EFT0003927	2021-10-05	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Pool Oct Phone Allowance</td> <td>2021.10.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Pool Oct Phone Allowance	2021.10.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Pool Oct Phone Allowance	2021.10.01	\$25.00										
Stettler FCSS	EFT0003928	2021-10-05	\$49,108.75									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>FCSS 4th Qtr 2021 Requisition</td> <td>2021.10.01</td> <td>\$49,108.75</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	FCSS 4th Qtr 2021 Requisition	2021.10.01	\$49,108.75
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
FCSS 4th Qtr 2021 Requisition	2021.10.01	\$49,108.75										
Gerlitz, Steven	EFT0003929	2021-10-05	\$100.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Admin/Office Oct Trvl & Phone</td> <td>2021.10.01</td> <td>\$100.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Admin/Office Oct Trvl & Phone	2021.10.01	\$100.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Admin/Office Oct Trvl & Phone	2021.10.01	\$100.00										
Graham, Leann	EFT0003930	2021-10-05	\$175.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>P&D Oct Trvl & Phone Allowance</td> <td>2021.10.01</td> <td>\$175.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	P&D Oct Trvl & Phone Allowance	2021.10.01	\$175.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
P&D Oct Trvl & Phone Allowance	2021.10.01	\$175.00										
QM Contracting	EFT0003931	2021-10-05	\$1,575.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Water Sep Water Meter Reader</td> <td>931388</td> <td>\$1,575.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Water Sep Water Meter Reader	931388	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Water Sep Water Meter Reader	931388	\$1,575.00										
Robbins, Brad	EFT0003932	2021-10-05	\$100.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>P&L Oct Travel Allowance</td> <td>2021.10.01</td> <td>\$100.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	P&L Oct Travel Allowance	2021.10.01	\$100.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
P&L Oct Travel Allowance	2021.10.01	\$100.00										
Stettler Public Library	EFT0003933	2021-10-05	\$59,623.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----			
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Library 4th Qtr 2021 Requisiti		2021.10.01	\$59,623.00
Stormoen, Angela	EFT0003934	2021-10-05	\$150.00
Invoice Description			Invoice Number
P&D Oct Phone & Trvl Allow			2021.10.01
Invoice Description			Invoice Amount
Switenky, Greg	EFT0003935	2021-10-05	\$370.00
Invoice Description			Invoice Number
Admin/Office Oct Phone & Trvl			2021.10.01
Invoice Description			Invoice Amount
Admin/Office Oct Phone & Trvl			\$370.00
Total Cheques			\$111,389.95

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003936
Cheque Date	First	Last		EFT0003960

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0003936	2021-10-13	\$4,599.00

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Meter Registers	98728	\$4,599.00	

Alberta Animal Services	EFT0003937	2021-10-13	\$14,406.51

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Sept Enforcement	11916	\$14,406.51	

Alberta One-Call Corporation	EFT0003938	2021-10-13	\$201.76

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Sept 1st Calls	IN170502	\$201.76	

APEX Supplementary Pension Pla	EFT0003939	2021-10-13	\$403.20

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP20-21	\$403.20	

Automated Aquatics Canada Ltd.	EFT0003940	2021-10-13	\$2,206.72

Invoice Description	Invoice Number	Invoice Amount	
Pool Remote Rate Meter	0000100026	\$1,423.28	
Pool Repair & Clean Dolphin	0000100025	\$216.23	
Pool Bench Service 2xRotameter	0000100046	\$567.21	

Brenda's Country Catering	EFT0003941	2021-10-13	\$220.50

Invoice Description	Invoice Number	Invoice Amount	
PR Retirement Lunch for W.Whitt	3670	\$220.50	

C & S Disposal	EFT0003942	2021-10-13	\$24,641.55

Invoice Description	Invoice Number	Invoice Amount	
Sep Waste/Recycling/Compost	1488	\$24,641.55	

Canadian Union of Public Emplo	EFT0003943	2021-10-13	\$605.00

Invoice Description	Invoice Number	Invoice Amount	
AP - Union Dues	PP20-21	\$605.00	

Capital Power	EFT0003944	2021-10-13	\$74,723.47

Invoice Description	Invoice Number	Invoice Amount	
August Power Bill	5169382	\$69,815.67	
Affiliate August Power Bills	5169390	\$4,907.80	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cas Tech Inc.	EFT0003945	2021-10-13	\$239.40
Invoice Description	Invoice Number	Invoice Amount	
Computer Display Adaptor for	220000000152	\$73.50	
Computer 2 Cyber Track Webcams	220000000174	\$165.90	
Central Sharpening	EFT0003946	2021-10-13	\$147.00
Invoice Description	Invoice Number	Invoice Amount	
SRC Zamboni Blades	28877	\$147.00	
Cheri's Ultimate Cleaning Serv	EFT0003947	2021-10-13	\$1,913.63
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Jan to Aug Janitor	579814	\$1,913.63	
County of Stettler	EFT0003948	2021-10-13	\$300.81
Invoice Description	Invoice Number	Invoice Amount	
Land Rental Trnsfr Stn Taxes	2021	\$250.81	
Land Rental Water Lift Taxes	2021.	\$50.00	
Digitex Canada Inc.	EFT0003949	2021-10-13	\$170.47
Invoice Description	Invoice Number	Invoice Amount	
P&L Phoitocopies 9.04-10.03	IN776334	\$170.47	
Hadley Concrete	EFT0003950	2021-10-13	\$28,176.89
Invoice Description	Invoice Number	Invoice Amount	
Sidewalks 2021 Replacement	2129-PPC#03	\$28,176.89	
Loomis Express	EFT0003951	2021-10-13	\$254.97
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Freight	9667149	\$126.43	
WTP Freight	9676770	\$128.54	
The Soap Stop	EFT0003952	2021-10-13	\$314.87
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	476849	\$314.87	
Stenlund, Wayne	EFT0003953	2021-10-13	\$16.74
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2021.09.21	\$16.74	
Stingray Radio Inc.	EFT0003954	2021-10-13	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Department Advertising	412943-9	\$546.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trinus Technologies Inc	EFT0003955	2021-10-13	\$749.44
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/email/back	R67676-32970	\$749.44	
Tundra Process Solutions Ltd.	EFT0003956	2021-10-13	\$2,383.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Fluoride Buffers	IN-99137	\$2,383.50	
Vortex Production Services Ltd	EFT0003957	2021-10-13	\$1,284.23
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Aeration Pump Rep	SPS0206387	\$1,284.23	
Wally's Backhoe Services Ltd.	EFT0003958	2021-10-13	\$77,976.16
Invoice Description	Invoice Number	Invoice Amount	
Lanes 3/4 crushed gravel	1237	\$9,992.04	
TS98 2020 Holdback Release	PP#4-TS98	\$67,984.12	
WTS Manufacturing & Sales Inc.	EFT0003959	2021-10-13	\$4,137.00
Invoice Description	Invoice Number	Invoice Amount	
Sewer Tubes for Hydrovac	2106	\$89.25	
Comm Dev Heart Shaped Plaque S	2091	\$1,050.00	
Fire - 100% County Expense	1962	\$2,997.75	
Yost, Dustin	EFT0003960	2021-10-13	\$162.71
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.09.24	\$162.71	
Total Cheques			\$240,781.53

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003961
Cheque Date	First	Last		EFT0003974

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Municipal Health & Saf	EFT0003961	2021-10-19	\$63.00

Invoice Description	Invoice Number	Invoice Amount	
WTP Audit Refresher -	9017	\$63.00	

Stettler Regional Board of Tra	EFT0003962	2021-10-19	\$50.00

Invoice Description	Invoice Number	Invoice Amount	
HBC Heartland \$'s Container Co	1694	\$50.00	

Combat Spraying Ltd.	EFT0003963	2021-10-19	\$3,129.00

Invoice Description	Invoice Number	Invoice Amount	
Cemetery/Parks Portable Toilet	6975	\$1,512.00	
Cemetery/Parks Portable Toilet	6976	\$1,617.00	

Fix, Grace	EFT0003964	2021-10-19	\$225.99

Invoice Description	Invoice Number	Invoice Amount	
HBC Gifts in Recognition for	2021.10.04	\$225.99	

IJD Inspections Ltd.	EFT0003965	2021-10-19	\$2,641.03

Invoice Description	Invoice Number	Invoice Amount	
P&D Building Permits & Inspect	ST2021-08	\$1,152.09	
P&D Building Permits & Inspect	ST2021-09	\$1,488.94	

Kathy's Printing Service	EFT0003966	2021-10-19	\$450.45

Invoice Description	Invoice Number	Invoice Amount	
Department Election Ballots	5724	\$450.45	

Lifesaving Society	EFT0003967	2021-10-19	\$228.25

Invoice Description	Invoice Number	Invoice Amount	
Pool Programs 14 Exam Fees	15585	\$228.25	

Municipal Property Consultants	EFT0003968	2021-10-19	\$6,800.85

Invoice Description	Invoice Number	Invoice Amount	
Assessor Oct 2021	17150	\$6,800.85	

NSC Minerals Ltd.	EFT0003969	2021-10-19	\$5,340.53

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Road Salt	SXP277710	\$5,340.53	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rollies Vac Systems	EFT0003970	2021-10-19	\$336.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	21590	\$336.00	
=====			
Rowles, Marty	EFT0003971	2021-10-19	\$94.48
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.10.06	\$94.48	
=====			
Stettler Telephone Answering S	EFT0003972	2021-10-19	\$120.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Oct Working Alone Monitori	143	\$120.75	
=====			
Tundra Process Solutions Ltd.	EFT0003973	2021-10-19	\$1,480.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Fluoride Probe	IN-99257	\$1,480.50	
=====			
Wet Water Industries Ltd.	EFT0003974	2021-10-19	\$76.89
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Nov Wtr Treat Equip	AR33795	\$76.89	
=====			
Total Cheques			\$21,037.72
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number EFT0003975	EFT0004019
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0003975	2021-10-26	\$25,777.50

Invoice Description	Invoice Number	Invoice Amount	

Water Trans 50 5/8" E-Coders	99010	\$25,777.50	

Action Plumbing & Excavating	EFT0003976	2021-10-26	\$930.91

Invoice Description	Invoice Number	Invoice Amount	

SRC Ice broom repair parts	I028938	\$35.34	
SRC Ice broom repair parts	I028943	\$12.46	
Pool Repair Leak in wash rooms	W36394	\$883.11	

APEX Supplementary Pension Pla	EFT0003977	2021-10-26	\$403.20

Invoice Description	Invoice Number	Invoice Amount	

Supplementary Pension Plan Tr	PP21-21	\$403.20	

Automated Aquatics Canada Ltd.	EFT0003978	2021-10-26	\$5,103.84

Invoice Description	Invoice Number	Invoice Amount	

Pool Facility Repair Regulator	0000100265	\$3,843.00	
Pool Facility Tubing Connector	0000100317	\$567.00	
Pool Facility Tubing Connector	0000100266	\$189.00	
Pool Facility Chemicals	0000100316	\$504.84	

Bagshaw Electric Ltd.	EFT0003979	2021-10-26	\$726.75

Invoice Description	Invoice Number	Invoice Amount	

WTP Caustic Tank Heater Repair	W12116	\$234.68	
Water Propane tank valve	IC027085	\$119.21	
SRC Replace light fixture	W12120	\$117.34	
SRC Zamboni Propane	IC027008	\$153.21	
Parks Lions 30 amp RV Receptac	W12118	\$102.31	

Bond-O Communications Ltd.	EFT0003980	2021-10-26	\$608.43

Invoice Description	Invoice Number	Invoice Amount	

Trans 2-way radio for #24	BONDOIN127885	\$608.43	

Border Paving Ltd.	EFT0003981	2021-10-26	\$353,748.87

Invoice Description	Invoice Number	Invoice Amount	

Roads Asphalt Hotmix	70228	\$1,155.42	
Roads Asphalt Hotmix	70270	\$1,150.13	
Roads Asphalt Hotmix	70289	\$1,152.77	
Roads Asphalt Hotmix	70381	\$1,147.48	
Roads Asphalt Hotmix	70447	\$1,198.64	
Roads Asphalt Hotmix	70549	\$1,066.34	
Roads Asphalt Hotmix	70583	\$2,306.43	
Roads Asphalt Other Goods	70323	\$2,668.97	
TS102 44th Ave Road Repairs	TS102-PPC#2	\$341,902.69	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bounty Onsite Inc.	EFT0003982	2021-10-26	\$3,137.37

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Trans Tail gate cable #24	001-116591	\$54.92
	Trans Marking Paint	001-116777	\$17.51
	Water Trans Earplugs	001-117134	\$29.53
	Water Trans PPE	001-117358	\$130.49
	Water Trans marking paint	001-116828	\$179.04
	Water Trans Dig trailer shovel	001-116521	\$45.02
	Water Trans Dig trailer wrench	001-116734	\$102.73
	SRC Eyewash Bottle	001-116564	\$13.10
	SRC Janitor Supplies	001-116380	\$960.99
	SRC Janitor Supplies	001-116689	\$426.96
	SRC Janitor Supplies	001-116692	\$365.45
	SRC Janitor Supplies	001-116780	\$98.70
	SRC Janitor Supplies	001-116966	\$499.30
	SRC Janitor Supplies	001-117236	\$213.63

Brenntag Canada Inc.	EFT0003983	2021-10-26	\$2,356.62

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	WTP Chemicals	46426425	\$2,829.12

Burmac Mechanical 2000	EFT0003984	2021-10-26	\$1,611.35

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Sewer Blocked Townside	B48536	\$682.31
	Sewer Attend Sewer Back-up	B48450	\$299.27
	Sewer Attend sewer back-up	B48570	\$629.77

Canadian Tire #671	EFT0003985	2021-10-26	\$83.95

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	SRC Misc tools	4746	\$83.95

Canadian Union of Public Emplo	EFT0003986	2021-10-26	\$632.50

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Union Dues	PP21-21	\$632.50

Canoe Procurement Group of Can	EFT0003987	2021-10-26	\$19,967.93

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Parks/Trans/Water Diesel Marke	PF-9661-94316	\$2,080.61
	Parks/Trans/Water Diesel Marke	PF-9678-94439	\$2,144.80
	Shop Blade bolts #145	AB077754	\$31.50
	Trans New blades Loader #182	AB078836	\$553.46
	Water AVK Hydrant Parts	AB077833	\$4,512.41
	Wtr Trans Volvo Loader Repair	AB074451	\$1,022.19
	Water Trans New Tires #135	AB075526	\$1,190.13
	Equipment Gas Oil	PF-9616-93982	\$8,432.83

Caro Analytical Services	EFT0003988	2021-10-26	\$368.77

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	WTP Water Analysis	IC2119801	\$214.73
	WTP Water Analysis	IC2119928	\$35.18
	WTP Water Analysis	IC2119938	\$118.86

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Center Ice Concession	EFT0003989	2021-10-26	\$283.50
Invoice Description	Invoice Number	Invoice Amount	
PR Consulate General of Japan	117	\$283.50	
Chemical International	EFT0003990	2021-10-26	\$257.51
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	111452	\$257.51	
ClearTech Industries Inc.	EFT0003991	2021-10-26	\$7,801.22
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Container Dep	887226	\$3,690.42	
WTP Chemicals	888616	\$4,188.04	
Pool Chemicals & Container Dep	888946	\$2,889.01	
Clearview Public Schools	EFT0003992	2021-10-26	\$1,941.13
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Sept Expenses	6443	\$1,941.13	
Dillon Consulting	EFT0003993	2021-10-26	\$5,322.19
Invoice Description	Invoice Number	Invoice Amount	
Municipal Plan-Intermunicipal	243675	\$5,322.19	
GT Hydraulic & Bearing	EFT0003994	2021-10-26	\$1,732.82
Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water Misc Filters	000-361236	\$178.74	
Trans Belt & pulley Sweeper	000-361577	\$721.72	
TRans CVIP unit #2	999-026529	\$832.36	
Gyro Ag Ltd.	EFT0003995	2021-10-26	\$262.31
Invoice Description	Invoice Number	Invoice Amount	
Park Blades for mower #100	2339	\$262.31	
Hach Sales & Service Ltd.	EFT0003996	2021-10-26	\$2,405.55
Invoice Description	Invoice Number	Invoice Amount	
WTP 5500 AMC Hach Service	262439	\$2,405.55	
Hadley Concrete	EFT0003997	2021-10-26	\$22,810.85
Invoice Description	Invoice Number	Invoice Amount	
2021 Sidewalk Replacement	2132-PPC#04	\$22,810.85	
Heartland Auto Supply	EFT0003998	2021-10-26	\$885.74
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Paper Towels/Cleane	001-493067	\$366.86	
Shop Janitor Supplies	001-492249	\$89.94	
Shop Supplies	001-491594	\$187.23	
Shop Filter for unit #34	001-492578	\$36.57	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop Oil Filter for Mower #100	001-493290		\$7.91
Parks Filter & Fan Belt #178	001-493435		\$56.97
Grease Nipples for mower #9	001-493692		\$5.29
Trans Reflectors unit #24	001-491477		\$2.98
Trans N95 Masks & Slings	001-492915		\$77.77
Water U-Joint for unit #135	001-491974		\$25.41
Parks Wiper Blade unit #4	001-493402		\$28.81
=====			
Heartland Express	EFT0003999	2021-10-26	\$155.90
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop & Trans Freight	12317	\$75.26	
Trans Freight	12332	\$80.64	
=====			
Hi Way 9 Express Ltd.	EFT0004000	2021-10-26	\$471.12
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop Freight from Oakcreek	31934495	\$42.64	
Shop Freight	31979742	\$42.64	
Trans Freight	12376306	\$385.84	
=====			
Stettler Home Hardware	EFT0004001	2021-10-26	\$342.47
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office 2 AB & 2 Canadian Flags	126514	\$201.56	
Office 3 water refills	126495	\$15.75	
Trans 2 water refills & 1 lamp	126240	\$21.14	
Trans 1 pack lamps	126242	\$10.49	
Trans 2 water refills	126494	\$7.50	
Water Washers & Connectors	126448	\$14.67	
Water Dig Trailer Utility Knif	126226	\$71.36	
=====			
KaizenLAB Inc.	EFT0004002	2021-10-26	\$456.12
=====			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0063943	\$42.37	
Sewer Lagoon Sampling	INV0064316	\$413.75	
=====			
Keiths Refrigeration	EFT0004003	2021-10-26	\$173.26
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Troubleshoot Make Up Air	21201	\$173.26	
=====			
Lifesaving Society	EFT0004004	2021-10-26	\$31.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Pool 2 NLPR Lifeguard Exams	15705	\$31.00	
=====			
New West Freightliner	EFT0004005	2021-10-26	\$84.37
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans Air control solenoid	X108012480:01	\$84.37	
=====			
Oakcreek Golf & Turf Inc.	EFT0004006	2021-10-26	\$92.19
=====			
Invoice Description	Invoice Number	Invoice Amount	
Park Pulley for mower #9	2282606	\$92.19	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
OK Tire Stettler	EFT0004007	2021-10-26	\$647.33

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Tire repair #175	IN079251	\$26.78	
Park New tires for #4	IN079631	\$620.55	
=====			
Rally Rentals	EFT0004008	2021-10-26	\$35.43

Invoice Description	Invoice Number	Invoice Amount	
Sidewalks 25 Concrete Bolts	29015	\$35.43	
=====			
Shanes Instrument Services Ltd	EFT0004009	2021-10-26	\$4,068.75

Invoice Description	Invoice Number	Invoice Amount	
WTP Troubleshoot Communication	20494	\$4,068.75	
=====			
Stettler Dodge Ltd.	EFT0004010	2021-10-26	\$129.59

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns R/S Door Handle#135	151481	\$129.59	
=====			
Stettler & District Handibus	EFT0004011	2021-10-26	\$164.82

Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Sept Utilities	3531	\$164.82	
=====			
Stettler Motors (1998) Ltd.	EFT0004012	2021-10-26	\$13.20

Invoice Description	Invoice Number	Invoice Amount	
Park Seat tilt handle #83	231074	\$13.20	
=====			
Stettler Registry Services Ltd	EFT0004013	2021-10-26	\$33.50

Invoice Description	Invoice Number	Invoice Amount	
Admin Discharge Statutory Chrg	CT500003223	\$10.25	
WTP 2 Drivers Abstracts	SR300009419	\$23.25	
=====			
Stormoen, Angela	EFT0004014	2021-10-26	\$43.94

Invoice Description	Invoice Number	Invoice Amount	
Municipal Plan - NW ASP Open	2021.140.19	\$43.94	
=====			
Tagish Engineering Ltd.	EFT0004015	2021-10-26	\$13,447.08

Invoice Description	Invoice Number	Invoice Amount	
TS102 44th Ave Road Repairs	18861	\$8,543.28	
TS104 Hwy 12 West Intersection	18863	\$3,831.60	
TS103 44 St Land Replacements	18862	\$1,072.20	
=====			
Uptown Office Supply Ltd.	EFT0004016	2021-10-26	\$487.67

Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	02007B	\$72.81	
Office Stationery	02039B	\$166.99	
Office Stationery	02132B	\$34.21	
Water Trans Stationery	02018B	\$73.41	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water Trans Laminator for Shop	02182B		\$80.28
P&D Stationery	02067B		\$3.32
P&L Stationery	02129B		\$56.65
=====			
Valley Green Landscaping	EFT0004017	2021-10-26	\$6,982.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
Drainage Regrade & Landscape	03479	\$3,990.00	
Water Landscape repairs waterd	03516	\$2,677.50	
Bylaw Compliance Enforcement	03480	\$315.00	
=====			
W.R. Meadows of Western Canada	EFT0004018	2021-10-26	\$2,443.54
=====			
Invoice Description	Invoice Number	Invoice Amount	
Roads Cold Mix & Freight	120013057	\$2,443.54	
=====			
Yost, Dustin & Maria Cristine	EFT0004019	2021-10-26	\$1,800.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Oct Hall Janitor	2021.10.01	\$1,800.00	
=====			
Total Cheques			\$491,264.59
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000459
Cheque Date	First	Last		ONL000462

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shaw Cable	ONL000459	2021-10-08	\$73.50

Invoice Description		Invoice Number	Invoice Amount

Comm Hall WiFi 10.17 to 11.16		2021.09.17	\$73.50

Telus Communications	ONL000460	2021-10-08	\$3,041.40

Invoice Description		Invoice Number	Invoice Amount

Telus Sep 22 to Oct 21, 2021		2021.09.23	\$3,041.40

Telus Mobility Inc.	ONL000461	2021-10-08	\$1,454.72

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Sep 22 - Oct 21		2021.09.21	\$1,454.72

United Farmers of Alberta	ONL000462	2021-10-08	\$228.75

Invoice Description		Invoice Number	Invoice Amount

Wtr Trsf Stn Analyzer Drain		SOINV2448740	\$33.50
Sewer Utility Install Insulati		SOINV2381841	\$195.25

Total Cheques			\$4,798.37
			=====

App to scan COVID-19 vaccine QR codes now available

October 12, 2021 [Media inquiries](#)

The government-supported verification app to check proof of vaccination with a QR code is now available for download.

Businesses and organizations can begin using the free AB Covid Records Verifier app to quickly and easily confirm their patrons' vaccination status. The AB Covid Records Verifier app is available for download on [Apple](#) and [Android](#) devices through the respective app stores.

Albertans can get their enhanced vaccine record with a QR code online at alberta.ca/CovidRecords without creating an account.

“Albertans and businesses asked for a safe and secure app to make it easier to check proof of vaccination and today we have delivered. Enhanced vaccine records with a QR code and easy-to-use validator app are important tools in support of our commitment to protect the health-care system, slow the spread and increase vaccination rates.”

Jason Kenney, Premier

“Our new proof of vaccine record and verifier app is more secure and easier to use for Albertans and businesses taking part in our Restrictions Exemption Program. It allows Albertans to easily show their vaccine record so they can safely do the things they enjoy – like visiting a recreation centre, gym, restaurant, or attending a sports or arts event. Thank you to everyone who has been vaccinated. I encourage every eligible Albertan to get more information and get vaccinated so we can reduce the spread of COVID-19 and alleviate pressure on our health-care system.”

Jason Copping, Minister of Health

“The verification app will make it simpler and faster for businesses to check their patrons’ proof of vaccination and I encourage all of them to download the app today.”

Doug Schweitzer, Minister of Jobs, Economy and Innovation

When a valid QR code is scanned, a green check mark will verify the proof of vaccination. It will also display a person’s name and date of birth, which businesses are asked to check against other identification. The app does not store any personal information and does not require an internet connection to operate once downloaded.

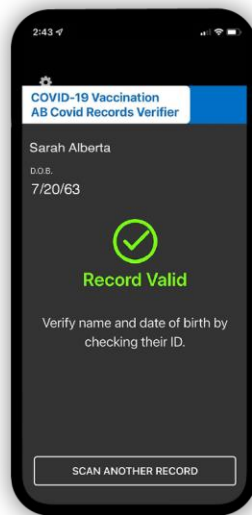
The QR code contains a secure digital signature that verifies it’s provided by Alberta Health and it is extremely hard to forge. The same technology is used for secure transactions in the banking system and other industries. If a person does not meet the vaccination requirement set in the Restrictions Exemption Program or if the QR code is tampered with, the record will show as invalid when scanned.

Albertans can request a printed proof of vaccination with a QR code from a local registry agent office or by calling 811, at no cost. Other forms of proof of vaccination will continue to be accepted until Nov. 15, including paper records from vaccine providers or a screenshot, or a printed record from alberta.ca/CovidRecords or MyHealthRecords.

Quick facts

- Businesses are asked to check for a valid ID that matches the vaccine record for adults 18 and older with any type of proof of vaccination.
- QR codes should not be shared on social media as they show date of birth and full name, in addition to verifying the proof of vaccination, when scanned. The QR code is not connected to any other health or personal information.
- Creating or using a false vaccination record is an offence subject to prosecution and/or fines of up to \$100,000 for a first-time offence.
- If there are issues scanning a QR code from your phone, zoom in on the code and increase the brightness. The QR code may not scan properly if the printing size is reduced or the paper copy is wrinkled. Do not fold a paper copy across the QR code.
- Albertans, including children turning 12 years and older, will need to enter the month and year of vaccination of any dose, Alberta Personal Health Number and date of birth to access their proof of vaccination with a QR code through alberta.ca/CovidRecords.

- Anyone who has missing or incorrect information on their vaccine record or has issues accessing it, can go to alberta.ca/CovidRecordsHelp.
- Businesses experiencing issues with the app can contact the support line at 1-888-527-1224 or email covid19record@gov.ab.ca.



Scannable and secure proof of vaccination.

Related information

- [Alberta Covid Records](#)
- [COVID-19 vaccines and records](#)
- [COVID-19 public health actions](#)
- [COVID-19 info for Albertans](#)

Multimedia

- [Watch the news conference](#)

Congratulations on the election of your new council!

Did you know your municipality benefits from membership in the Parkland Regional Library System?

In Alberta, public library service is determined at the municipal level and regulated under the *Libraries Act* (Chapter L-11) and *Libraries Regulation* (AR 141/1998). Councils choose to provide service at the local level by forming a library board and/or by joining a regional library system.

What is a regional library system?

Parkland Regional Library System (PRLS) is a cooperative of 64-member municipalities in central Alberta. The system was formed to enable small and rural communities to provide sustainable and affordable public library service to their residents. Each member municipality is a signatory to the *Parkland Regional Library Agreement* and appoints a representative to our Board, the system's governing body. The Board meets four times each year. Between meetings, the business of the Board is conducted by an elected Executive Committee of 10 members. You, the member municipalities, **are** the system.

Want to learn more?

- Read the enclosed brochure to find out more about how Parkland supports your municipality and residents.
- Review the 2020 Return on Investment for your municipality to see how we put your levy to work.
- Visit our website at prl.ab.ca and learn more under [About Us](#).
- Invite us for a visit - we'd love to meet you. Councilors and municipal administrators have an important job and there is a lot to keep track of. We can give your council a brief orientation to public library service structure at the provincial, regional, and municipal levels and get you up to speed on this essential municipal service.
- Visit your local library to see how the system supports your local public library service.

Please distribute the enclosed welcome packages to your council members. We look forward to working with you to bring exceptional library service to your residents! If you have any questions, or require additional welcome packages or documentation, please contact Ron Sheppard, Director.



Debra Smith, Board Chair
chair@prl.ab.ca

Strong Libraries, Strong Communities



2020 Return on Investment for Town of Stettler

Town of Stettler membership levy to Parkland Regional Library = \$50,889.60

(Based on official 2020 population of 5,952 x \$8.55 requisition amount)

Direct financial return to Stettler

Public Library

2020 materials allotment	\$6,725.76
2020 allotment from county population ¹	\$4,994.60
2020 allotment from county population ²	\$232.78
Postage reimbursement for resource sharing	\$17.90
	\$11,971.04

Technology Savings to Stettler Public Library

Computers for library use	\$9,155.90
Software & licensing	\$8,601.98
SuperNet connection	\$10,776.00
	\$28,533.88

Resource Sharing Savings to Stettler Public Library

27,788 items borrowed from other libraries ³	\$426,823.68
8,514 digital items borrowed from PRLS ⁴	\$391,644.00
	\$818,467.68

Total financial benefits to Stettler Public Library = \$858,972.60

Town of Stettler Return on Investment \$1 = \$16.88

Stettler Public Library averaged a 42% discount on books purchased through PRLS

¹ Stettler County assigned a rural population of 4,420 to Town of Stettler

² SV of Rochon Sands and SV of White Sands assigned their combined population of 206 to Stettler Public Library

³ With bulk purchasing, PRLS' average purchase price for library books was \$15.36

⁴ PRLS paid an average price of \$46 each for eBooks and eAudiobooks

Stettler and Stettler County have an intermunicipal library board which receives its operating grant directly from the province. They do not receive a Rural Library Services Grant through Parkland.

Strong Libraries, Strong Communities

System Membership Benefits:

- 680,000 items in the system collection
- eBooks, eAudiobooks, and eMagazines, plus shared eBooks from 4 other regional systems
- Subscription databases including Ancestry (genealogy), Solaro (Alberta curriculum support), Consumer Reports, Niche Academy, Grant Connect, and Novelist; Press Reader (newspapers & magazines) Pronunciator (language learning), and Alberta eBooks
- Broadband internet connection (SuperNet) and Wi-Fi
- SuperNet connection paid for by the Government of Alberta
- Centrally managed computers, network, and website
- 24/7 I.T. support included
- Shared library database to manage borrowers and materials (Integrated Library System) with public access for patrons to manage their own account
- 42% bulk discount on library books purchased through Parkland
- Cataloguing and shelf-ready processing of purchased and donated library material
- Library supplies (library cards, barcodes, etc.) included
- Shared specialty collections including:
 - Large print books
 - Audio books
 - Program kits (book-based, tech-based, gaming, virtual reality)
 - Technical equipment & promotional items
- Access to library collections across Alberta (in-person and through interlibrary lending) and throughout Canada
- Alternate format collections for visually impaired and print disabled
- Weekly or bi-weekly delivery of library materials
- Professional library expertise (consulting services) and shared regional knowledge
- Included training for staff and trustees

Annual Report 2020

Parkland Regional Library System

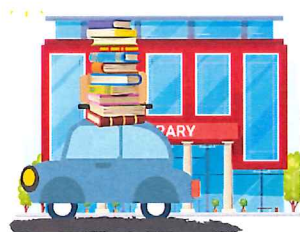
Expanding opportunities for discovery, growth, and imagination for all Central Albertans

The Parkland Library Board thanks our member municipalities and the Government of Alberta for continued funding. With your help we supported our 49 public libraries throughout the pandemic.

2020 was a challenging year for everyone; face masks and hand sanitizer became daily routines and libraries were mandated closed to the public along with many other services. Libraries responded and continue to adapt service to meet evolving community needs. Perimeter Wi-Fi access, curbside pickup, virtual programming, take-away craft kits, and increased digital content are some ways our libraries met the changing needs brought about by the COVID-19 pandemic.

We Responded, We Innovated, We Adapted

Parkland stayed open to support our member libraries. We:



- Maintained all core services
- Increased eLibrary investment
- Increased communication
- Distributed masks for the GOA through libraries
- Installed 100+ computers
- Transitioned 37 libraries to SuperNet 2.0
- Increased digital collections by 20%
- Shared virtual resources for staff and patrons

2020 Impacts & Outcomes

- 25% increase in database use
- 47% increase in digital circulation
- 400% increase in remote support sessions
- Continued van deliveries to circulate library material
- 18 virtual meetings with libraries
- 59 updates delivered to stakeholders
- Website traffic increased by 7%

We delivered **59 email newsletters** to member municipalities and libraries between March and December.

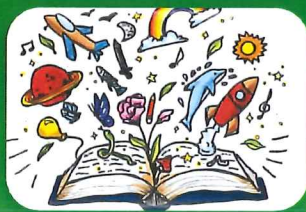
"The Parkland Updates were a lifeline!" -PRLS library manager

We created a **COVID-19 Info** page on our website with current resources to support our members and the broader Alberta community. See it [here](#)

We reached out on **social media**, sharing online resources and supports for children, families, seniors, and workers. Followers increased by 25% and we averaged a **47% increase** in engagement.

Strong Libraries, Strong Communities

Parkland Annual Report 2020



1st place winner

To keep people engaged with their libraries following physical closures, Parkland's Advocacy Committee held a **library card design contest** in July. We received over **100 submissions** from all ages across the whole region. The Advocacy Committee chose three winning designs through online, anonymized voting. These new cards were distributed to member libraries at the end of September.



3rd place winner



We cooperated with Yellowhead Regional Library, Peace Library System, and The Alberta Library, to host our first **joint virtual conference, *Stronger Together***, on October 1 & 2. A tremendous success, we encouraged and educated **1,155 international registrants**.



You can stay up-to-date by visiting our website, www.prl.ab.ca, or follow us on **Facebook, Twitter, and Instagram**

Parkland headquarters completed construction and moved into a **new building**, on time, within budget, and without service disruption, during a pandemic! Still located in the City of Lacombe, this is the first time Parkland has moved to a new site in in our 60-year history.

Contact Us:

Parkland Regional Library System

4565 46th Street
Lacombe, AB T4L 0K2
403-782-3850

Board Chair Debra Smith
Vice Chair Janine Stannard

Executive Committee

Debra Smith (Chair)
Janine Stannard (Vice Chair)
Kevin Ferguson
Bruce Gartside
Phillip Massier
Ray Olfert
Jas Payne
Leonard Phillips
Heather Ryan
Cindy Trautman

Advocacy Committee

Gord Lawlor (Chair)
Norma Penney (Vice Chair)
Jeanny Fisher
Barb Gilliat
Cora Knutson
Stephen Levy
Bill Rock
Debra Smith (ex officio)
Janine Stannard
Shannon Wilcox

Director - Ron Sheppard (ext. 230)
Manager of Library Services
Colleen Schalm (ext. 221)
Manager of Finance & Operations
Donna Williams (ext. 141)
Manager of Technology Infrastructure
Tim Spark (ext. 212)
IT Helpdesk – (ext. 600)



2nd place winner

Complete Board and Municipality list [here](#).



Parkland Regional Library System is a municipal co-operative that supports 49 public libraries across central Alberta, serving over 220,000 residents in 64 municipalities

*Statistics based on 2020 Annual Report to PLSB Municipal Affairs

Strong Libraries, Strong Communities

Appointing a Trustee/Alternate to the PRLS Board

Parkland Regional Library System (PRLS) is required by the Alberta Libraries Act* to be governed by a library system board comprised of appointed trustees from each member municipality. Thus, each member municipal council will appoint one trustee to sit as its representative on the System Board.

The following are recommendations for selecting a System Board trustee/alternate.

- Has a strong belief in, and commitment to, the importance of libraries.
- May be an elected official, library board member, or citizen at large and does not need to reside in the municipality represented.
- Has skill or knowledge in one or more areas of governance with regards to finance, policy, advocacy, personnel, or services.
- Appointment length is suggested to be a continuous term of not more than three years (or three sequential one-year appointments).
- Can attend four board meetings per year (or send an alternate). Meetings are typically held on Thursdays.
- Is prepared to read meeting packages ahead of time and attend prepared to discuss and vote on governance matters such as policy, strategic plans, and the annual budget.
- Is prepared to elect the Executive Committee or consider standing for election.

A trustee is required to act for the benefit of the person or group whom the trustee is representing and to act in the public interest. Trustees can best do this by:

- Advocating on behalf of the library system and communicating the value of public libraries to funders, decision-makers and the general public. Support board decisions regardless of your personal opinion: the board speaks with a single voice.
- Securing adequate funding for library operations to support the services we provide.
- Providing governance and oversight; wearing your library trustee hat (not a councillor hat) at board meetings and when liaising with municipalities.
- Attending meetings and supporting services that respond to the needs of the system and our member libraries.

Library board members represent the public interest to all levels of government. (*Library Board Basics*, Public Library Service Branch, Municipal Affairs, 2018, p. 24)

* The Alberta Libraries Act is available through the [Alberta Queen's Printer website](#).