

# Town of Stettler

**COUNCIL MEETING**

**DECEMBER 7, 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, DECEMBER 7<sup>th</sup>, 2021  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of November 23<sup>rd</sup>, 2021 5-13
4. **Citizens Forum**
5. **Delegations**
  - (a) 6:35 p.m. – Shelly Walker – Stettler & District Family & Community Support Services – 2022 Budget Presentation 14-27
  - (b) 6:50 p.m. – Rhonda O’Neill – Stettler Public Library – 2022 Budget Presentation 28-43
  - (d) 7:05 p.m. – Byron Geddes – Stettler Regional Board of Trade – 2022 Budget Presentation 44-56
  - (e) 7:20 p.m. – Stan Eichhorn – Stettler History Book Update 57-58
6. **Administration**
  - (a) Stettler Town & Country Museum – 2022 Budget 59-63
  - (b) 2021 Staff Appreciation & Year in Review 64-79
  - (c) 2021 Bad Debt Write-Off’s 80
  - (d) Tax Receivables – October 31, 2021 81
  - (e) Bank Reconciliation – September 30, 2021 82
  - (f) Bank Reconciliation – October 31, 2021 83
  - (g) Meeting Dates
    - **Monday, December 13 – Regional Water Meeting – 1:00pm**
    - Tuesday, December 14 – COW – 4:30pm
    - Tuesday, December 21 – Council – 6:30pm
    - **Friday, December 24 – Tuesday, December 28 – Town Office Closed for Holidays**
    - January 4 – Council – 6:30pm
    - January 11 – COW – 4:30pm

- **Tuesday, January 11 – Strategic Planning Meeting – SRC – 2pm**
- January 18 – Council – 6:30pm
- **Tuesday, January 25 – 2022 Capital Budget Meeting – SRC – 3pm**
- Tuesday, February 1 – Council – 6:30pm
- Tuesday, February 8 – COW – 4:30pm
- Tuesday, February 15 – Council – 4:30pm

(h) Accounts Payable in the amount of \$568,173.16 84-103  
 (\$39,684.77 + \$44,716.40 + \$43,207.88 + \$25,338.97 + \$81,437.72 +  
 \$52,355.95 + \$4,221.24 + \$277,210.23)

7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Stettler District Ambulance Association Meeting – November 15, 2021 104-106

(b) Parkland Regional Library Board – November 4, 2021 107-114

9. **Public Hearing**

10. **Bylaws**

(a) Bylaw 2145-21 - Water and Sanitary Sewer on Plan 1223548 115-118

11. **Correspondence**

(a) Alberta Municipalities – Response to Study on Provincial Police Service 119-120

12. **Items Added**

13. **In-Camera Session**

(a) Tax Penalty – Third Party Information

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, NOVEMBER 23<sup>rd</sup>, 2021 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor S. Nolls

Councillors K. Baker, C. Barros, G. Lawlor, S. Pfeiffer, T. Randell & W. Smith

CAO G. Switenky  
Assistant CAO S. Gerlitz

Media (2)

**Absent:**

**Call to Order:**

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

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

**Motion 21:11:10**

Moved by Councillor Baker to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held November 2<sup>nd</sup>, 2021

**Motion 21:11:11**

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on November 2<sup>nd</sup>, 2021 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the November 2<sup>nd</sup>, 2021 Minutes

- (c) Minutes of the Committee of the Whole Meeting of November 9<sup>th</sup>, 2021

**Motion 21:11:12**

Moved by Councillor Lawlor that the Minutes of the Committee of the Whole Meeting of November 9<sup>th</sup>, 2021 be approved as presented.

MOTION CARRIED  
Unanimous

- (d) Business Arising from the November 9<sup>th</sup>, 2021 Minutes

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) 6:35 p.m. – Judy McKnight & Cindy McDonell – Stettler & District Handibus Society – 2022 Budget Presentation

Mayor Nolls welcomed J. McKnight and C. McDonell to the meeting.

J. McKnight & C. McDonell provided a yearly overview for the Stettler & District Handibus Society, and presented their 2022 Budget alongside a Five-Year Statistical Comparison and 2020 Financial Statements.

**Financial Implications  
2022 Budget - \$25,000**

Actual  
2021 - \$25,000  
2020 - \$25,000  
2019 - \$25,000  
2018 - \$25,000  
2017 - \$20,000  
2016 - \$20,000 (with additional request of \$10,000 for the expenditure of a medical van)

General discussion ensued regarding rural transportation; the Board will be looking at various viable options in 2022.

J. McKnight and C. McDonell advised that ridership is starting to increase and that regular facilitated care centre pick-up has resumed.

**Motion 21:11:13**

Moved by Councillor Barros that the Town of Stettler Council accept the Stettler & District Handibus Society 2022 Operating Budget as presented, and further approves that a contribution to the Handibus Society in the amount of \$25,000 be included in the Town's 2022 Operating Budget.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked J. McKnight and C. McDonell for their presentation and the excellent service they provide to our community.

J. McKnight and C. McDonell left the meeting at 6:49 p.m.

(b) 6:50 p.m. – Winnie Bissett, Amanda Nelson, Ruby MacDonell – Heartland Youth Centre – 2022 Budget Presentation

Mayor Nolls welcomed W. Bissett, A. Nelson, R. MacDonell to the meeting.

W. Bissett, A. Nelson and R. MacDonell advised that COVID-19 restrictions have continued to be an interesting challenge for the Heartland Youth Centre (HYC) in 2021, but the organization was able to access grants to provide grocery cards, chrome books, laptops, and activity packages to families. Additionally, the HYC accessed emergency funding to purchase items such as touchless hand soap and paper towel dispensers, with staff checking in with families to see what their needs were. Currently, the HYC is running all programs, with some adjustments.

W. Bissett presented the Heartland Youth Centre's 2022 Budget alongside the 2020-2021 Revenue Statement.

**Financial Implications  
2022 Budget - \$50,000**

Actual  
2021 - \$50,000  
2020 - \$50,000  
2019 - \$50,000  
2018 - \$40,000  
2017 - \$40,000  
2016 - \$40,000  
2015 - \$40,000  
2014 - \$40,000  
2013 - \$40,000  
2012 - \$32,500  
2011 - \$4,500

2010 - \$4,500  
2009 - \$4,000  
2008 - \$4,000

W. Bissett provided the following highlights from the past year:

- There are currently six (6) teens in the teen mentoring program.
- The 'Rainbows Program' is now starting, which is aimed at helping children through grief.
- The Heartland Youth Centre currently has a partnership with the Family Resource Network.
- There are 250 kids partaking in the Boys & Girls Club.
- Throughout the year, grocery cards have been provided to families in need.
- Two (2) Heartland Youth Centre members were awarded the Best Buy Scholarships from the Boys and Girls Clubs of Canada in the amount of \$5000 each.

W. Bissett introduced Atym and Mathew, a Big Brother program match. Atym and Mathew updated Council on their time in the program, advising that it has been an amazing experience.

**Motion 21:11:14**

Moved by Councillor Lawlor that the Town of Stettler Council accept the Heartland Youth Centre (HYC) 2022 Operating Budget as presented, and further approves that a contribution to the HYC in the amount of \$50,000 be included in the Town's 2022 Operating Budget.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked W. Bissett, A. Nelson and R. MacDonnell for their presentation and the fantastic community service provided by the Heartland Youth Centre.

W. Bissett, A. Nelson, R. MacDonnell, Atym and Mathew left the meeting at 7:05 p.m.

6. **Administration:**

- (a) 2021 Budget Summary – October 31, 2021

**Motion 21:11:15**

Moved by Councillor Randell that the Town of Stettler Council accept the 2021 Budget Summary as of October 31, 2021 as presented.

MOTION CARRIED  
Unanimous

- (b) 2021 Capital Budget Summary – October 31, 2021

**Motion 21:11:16**

Moved by Councillor Baker that the Town of Stettler Council accept the 2021 Capital Budget Summary as of October 31, 2021 as presented.

MOTION CARRIED  
Unanimous

- (c) Committee of the Whole Recommendations – November 9<sup>th</sup>, 2021

**Motion 21:11:17**

Moved by Councillor Barros that the Town of Stettler Council approve the five (5) year contract with Alberta

Animal Services, Red Deer for Bylaw Enforcement/Animal Control Services within the Town of Stettler for a 2022 cost of \$13,625.49 per month commencing January 1, 2022 to December 31, 2026 and a yearly Cost of Living increase of 2.5% per year commencing January 1, 2023 as per the following schedule:

- January 1, 2022 - December 31, 2022 – \$13,625.49
- January 1, 2023 - December 31, 2023 – \$13,966.13
- January 1, 2024 - December 31, 2024 – \$14,315.28
- January 1, 2025 - December 31, 2025 – \$14,673.16
- January 1, 2026 - December 31, 2026 – \$15,039.99

MOTION CARRIED  
Unanimous

CAO G. Switenky also advised that the Master Pathways Plan was presented to Town Council at the November 9<sup>th</sup>, 2021 Committee of the Whole Meeting.

(d) 2022 Business License Fees

CAO Switenky advised that each year, Town of Stettler Council sets the Business License fees for the upcoming year; administration has conducted a review of our existing Business Licenses and the Business License Bylaw 1807-99. As of November 8, 2021 we have the following number of active Business Licenses:

Business Type	Number Of Licenses			Potential 2022 Revenue
	2019	2020	2021	*Based on 2022 Licenses
Resident (Rate \$150/year):				
Commercial	418	423	445	\$66,750.00
Home Occupation	69	58	42	\$6,300.00
Non- Resident (Rate \$350/year)	62	73	50	\$17,500.00
<b>TOTAL</b>	<b>549</b>	<b>554</b>	<b>537</b>	<b>\$90,550.00</b>

In reviewing the Business License Bylaw 1807-99 our existing rates for 'resident' businesses and 'non-resident' businesses were compared to those of other municipalities in Alberta. The following table illustrates the comparison:

Municipality	Resident fee	Non Resident Fee
Ponoka	\$100.00	\$250.00
Lacombe	\$147.00	\$412.00
Bonnyville	\$200.00	\$400.00
Westlock	\$100.00	\$200.00
Devon	\$100.00	\$250.00
Olds	\$125.00	\$225.00
Wainwright	\$100.00	\$200.00
Red Deer	\$111.60	\$433.90
Camrose	\$150.00	\$300.00
Peace River	\$150.00	\$300.00
<b>AVERAGE</b>	<b>\$130.90</b>	<b>\$295.70</b>
<b>Town of Stettler</b>	<b>\$150.00</b>	<b>\$350.00</b>

The last change to the Business License Bylaw 1807-99 was in November 2013, which increased the business license fees from \$325.00 to \$350.00 for 'non-resident' and from \$125.00 to \$150.00 for 'resident businesses.

**Motion 21:11:18**

Moved by Councillor Smith that the Town of Stettler Council set the 2022 Business License fees as the same rate as 2021, \$150.00 for a Resident License and \$350.00 for a Non-Resident License.

MOTION CARRIED  
Unanimous

(e) 2022 Cat & Dog License Fees



CAO Switenky advised that Town administration has conducted a review of our existing Dog & Cat Licenses and Rates. The Dog Bylaw 2050-14 & Cat Bylaw 2049-14 were passed in March of 2014; the license fees did not change from the previous bylaw. Below is the number of Dog and Cat licenses currently registered as well as the potential revenue for 2022.

Animal Type	Number of 2019 Licenses	Number of 2020 Licenses	Number of 2021 Licenses	Potential Revenue 2022 *(based on 2021 licenses)
DOG – Unaltered	41	41	44	<b>\$19,025.00</b>
DOG – Altered	705	707	673	
CAT – Unaltered	0	1	0	<b>\$7,175.00</b>
CAT – Altered	280	286	287	
<b>TOTAL</b>	<b>1026</b>	<b>1035</b>	<b>999</b>	<b>\$26,200.00</b>

In reviewing Dog Bylaw 2050-14 & Cat Bylaw 2049-14 license rates, administration compared the rates to those of other municipalities similar in population size:

	Dog Unaltered	Dog Altered	Cat Unaltered	Cat Altered	Replacement Tag	Discount Rate
Bonnyville	\$65.00	\$20.00	\$50.00	\$10.00	\$5.00	n/a
Vermilion	\$55.00	\$25.00	\$55.00	\$25.00	\$10.00	n/a
St. Paul	\$20.00	\$10.00	\$20.00	\$10.00	\$5.00	n/a
Innisfail	\$50.00	\$30.00	\$50.00	\$30.00	\$10.00	\$10.00 off*
Blackfalds	\$60.00	\$45.00	\$60.00	\$45.00	\$6.00	\$30.00 off**
Stettler	\$50.00	\$25.00	\$50.00	\$25.00	\$10.00	\$10.00 off*
<b>Average</b>	<b>\$50.00</b>	<b>\$26.00</b>	<b>\$50.00</b>	<b>\$26.00</b>	<b>\$7.20</b>	<b>\$8.00</b>

\*Discount rate is from December 1 - January 31

\*\*Discount rate is from January 1 - January 31

**Motion 21:11:19**

Moved by Councillor Barros that the Town of Stettler Council set the 2022 Dog & Cat License fees at the same rate as 2021:

- \$25 for an altered dog or cat
- \$50 for an unaltered dog or cat
- \$10 for a replacement tag
- \$10 discount between December 1 - January 31

MOTION CARRIED

Unanimous

- (f) Policy VIII-4 Amendment – Miscellaneous Requests for Funds – Fundraising Initiatives

CAO Switenky advised that minor adjustments have been made to Policy VIII-4 to account for the removal of a taxation exemption for Members of Council, as well as to allow for Council to allocate annual funding towards any initiative it deems appropriate.

**Motion 21:11:20**

Moved by Councillor Lawlor that the Town of Stettler Council approve Policy VIII-4 as amended.

MOTION CARRIED

Unanimous

- (g) Meeting Dates

- Tuesday, December 7 – Council – 6:30pm
- **Monday, December 13 – Regional Water Meeting – 1:00pm**
- **Tuesday, December 14 – 2022 Interim Budget Deliberations – 3:00pm**
- Tuesday, December 14 – COW – 4:30pm
- Tuesday, December 21 – Council – 6:30pm
- **Friday, December 24 – Tuesday, December 28 – Town**

**Office Closed for Holidays**

- January 4 – Council – 6:30pm
- January 11 – COW – 4:30pm
- **Tuesday, January 11 – Strategic Planning Meeting – SRC – 2pm**
- Tuesday, January 18 – Council – 6:30pm
- **Tuesday, January 25 – 2022 Capital Budget Meeting – SRC – 3pm**
- Tuesday, February 1 – Council – 6:30pm
- Tuesday, February 8 – COW – 4:30pm
- Tuesday, February 15 – Council – 4:30pm

(h) Accounts Payable in the amount of \$608,910.72

**Motion 21:11:21**

Moved by Councillor Pfeiffer that the Accounts Payable in the amount of \$608,910.72 (\$140,313.32 + \$4,746.95 + \$135,506.81 + \$16,241.98 + \$312,101.66) for the period ending November 2<sup>3rd</sup>, 2021 for having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

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

(a) Mayor Nolls

November 3 – Talk of the Town  
November 5 – Council Orientation  
November 8 – No Stone Left Alone  
November 9 – IDP & SE Area Structure Plan Meeting  
November 9 – Committee of the Whole Meeting  
November 10 – Rural Economic Development Zoom Meeting with Nate Horner  
November 10 – Economic Development Committee Meeting  
November 11 – Stettler Legion Remembrance Day Ceremony  
November 15 – Stettler & District Ambulance Association Meeting  
November 17 – Talk of the Town  
November 17-19 – Alberta Municipalities Conference  
November 22 – Emergency Management Advisory Meeting

(b) Councillor Baker

November 5 – Council Orientation  
November 8 – Municipal Planning Commission Meeting  
November 9 – Stettler Board of Trade Meeting  
November 9 – Committee of the Whole Meeting  
November 17-19 – Alberta Municipalities Conference  
November 22 – Emergency Management Advisory Committee

(c) Councillor Barros

November 3 – Stettler Hospital Foundation Meeting  
November 4 – Heartland Beautification Meeting  
November 5 – Council Orientation Meeting  
November 8 – Municipal Planning Commission Meeting  
November 9 – Committee of the Whole  
November 17-19 – Alberta Municipalities Convention  
November 22 – Emergency Management Advisory Meeting

(d) Councillor Lawlor

November 4 – Parkland Regional Library Board  
 November 5 – Council Orientation  
 November 8 – Municipal Planning Commission Meeting  
 November 9 – Stettler Board of Trade Meeting  
 November 9 – Committee of the Whole Meeting  
 November 10 – Economic Development Committee Meeting  
 November 15 – Stettler & District Ambulance Authority  
 November 16-19 – Alberta Municipalities Convention  
 November 22 – Emergency Management Advisory Meeting  
 November 23 – Zoom Call with AHS

(e) Councillor Pfeiffer

November 5 – Council Orientation  
 November 9 – Stettler Board of Trade Meeting  
 November 9 – IDP & SE Area Structure Plan Meeting  
 November 9 – Committee of the Whole Meeting  
 November 10 – Economic Development Committee Meeting  
 November 10 – Rural Economic Development Meeting  
 November 15 – Stettler FCSS Meeting  
 November 17-19 – Alberta Municipalities Conference  
 November 22 – Emergency Management Advisory Meeting

(f) Councillor Randell

November 5 – Council Orientation  
 November 8 – Municipal Planning Commission  
 November 9 – Committee of the Whole Meeting  
 November 10 – Economic Development Committee Meeting  
 November 15 – Stettler Museum Board Meeting  
 November 17-19 – Alberta Municipalities Convention  
 November 22 – Emergency Management Advisory Meeting

(g) Councillor Smith

November 4 – Heartland Beautification Meeting  
 November 5 – Council Orientation  
 November 8 – Municipal Planning Commission  
 November 9 – Committee of the Whole Meeting  
 November 15 – Stettler FCSS Meeting  
 November 17-19 – Alberta Municipalities Convention  
 November 22 – Emergency Management Advisory Meeting

**Motion 21:11:22**

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

MOTION CARRIED  
 Unanimous

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

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

10. **Bylaws:** (a) Bylaw 2146-21 – Business Tax

CAO G. Switenky advised that each year, Town of Stettler Council sets the Business Tax Fees for the upcoming year; administration has conducted a review of our existing Business Taxes and the Business Tax Bylaw 2121-19. As of October 29, 2021 we have the following number of Active Business Tax rolls:

Business Type	Number Of Licenses			Potential 2022 Revenue
(Rate \$150/year):	2019	2020	2021	*Based on 2021 Licenses
Business roll:	44	43	41	\$6,150.00
<b>TOTAL</b>	<b>44</b>	<b>43</b>	<b>41</b>	<b>\$6,150.00</b>

The last change to the Business Tax Bylaw was in November 2013, which increased the business tax fees from \$125.00 to \$150.00 for business tax rolls. Administration recommends that Town Council set the 2022 Business Tax fees as the same rate as 2021, \$150 per applicant.

**Motion 21:11:23**

Moved by Councillor Baker that the Town of Stettler Council give first reading to Bylaw 2146-21.

MOTION CARRIED  
Unanimous

**Motion 21:11:24**

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2146-21.

MOTION CARRIED  
Unanimous

**Motion 21:11:25**

Moved by Councillor Barros that the Town of Stettler Council give permission for third and final reading to Bylaw 2146-21.

MOTION CARRIED  
Unanimous

**Motion 21:11:26**

Moved by Councillor Smith that the Town of Stettler Council give third and final reading to Bylaw 2146-21.

MOTION CARRIED  
Unanimous

11. **Correspondence:**

- (a) STARS – Town of Stettler Pledge Reminder
- (b) Alberta Justice & Solicitor General – Policing Support Grant

**Motion 21:11:27**

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

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) None

14. **Adjournment:**

**Motion 21:11:28**

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

MOTION CARRIED  
Unanimous at 7:55 p.m.

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Mayor

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Assistant CAO

# MEMORANDUM

**To:** Greg Switenky, CAO

**From:** Steven Gerlitz, Asst. CAO

**Date:** December 7, 2021

**Re:** Shelly Walker & Cindy MacDonell – 2022 FCSS Budget

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## Recommendation

That the Town of Stettler Council approve the balanced 2022 Operating Budget for the FCSS in the amount of \$462,329 as presented. Further approves the inclusion of \$196,435 in the Town's 2022 Budget for the FCSS representing \$39,287 in Town Funding (20%) and \$157,148 in Provincial funding (80%)

## Background Information

Shelly Walker and Cindy MacDonell will be in to present the Stettler FCSS 2022 Budget to Council.

## Plans & Bylaws

## Financial Implications

2022 Budget - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)

## **Actual**

2021 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2020 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2019 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2018 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2017 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2016 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)  
2015 - \$173,517 - \$32,739 (20% Town Municipal Portion) / \$140,778 (80% Provincial Portion)  
2014 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)  
2013 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)  
2012 - \$178,695 - \$47,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)  
2011 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)  
2010 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)  
2009 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,314 (80% Provincial Portion)  
2008 - \$173,185 - \$31,940 (20% Town Municipal Portion) / \$141,245 (80% Provincial Portion)  
2007 - \$140,236 - \$28,047 (20% Town Municipal Portion) / \$112,189 (80% Provincial Portion)

## Alternatives to the Recommendation

- That Council consider an increase to the required minimum 20% Municipal funding

## Points to Ponder

## Communication

- Greg Switenky – CAO
- Shelly Walker – Executive Director, FCSS

## Documentation

- Copy of Stettler FCSS 2022 Budget and background information

*When the roots are deep...there  
is no reason  
to fear the  
wind...*



# FCSS 2022

## Budget Presentation





# FCSS Programing & Services

Community Navigation  
Services  
Rural Mental Health Project  
Grief & Loss Support  
Rent Smart  
Financial Literacy  
Family Counselling

Seniors Supports  
Federal and Provincial Form Assistance  
In-Kind Admin Support and Office  
Space for Non-Profits  
Commissioner of Oaths  
Public Computer & Internet Access  
SMART Recovery

# Community Outreach

Seniors Week

Hygiene Bags

CARS Program

Volunteer Tax Program

CRA Outreach Presentations

Harm Reduction

# Events from 2021

## Family Day



**Free Family Day**  
Curbside Pick-up  
**Pancake Breakfast**  
9:00 — Noon



**Registration Required**

Please click on the link below and follow the instructions to register.  
Or go to [stettlerfcss.com](http://stettlerfcss.com)



## Scavenger Hunt



REGISTER NOW

**FCSS SUMMER  
SCAVENGER HUNT!**


There are limited spots so use the link to register for the Scavenger Hunt

Pick up your list of clues after July 12th and return your answers the week of the 19th to collect your prize!

If you have any questions call  
FCSS @ 403-742-2337

# Grief & Loss

# SMART Recovery



Unresolved Grief - Healing through action, reaching emotional resolution from the overwhelming pain & sadness caused by loss

**Stettler FCSS is offering a Journey through Trauma, Grief and Loss**

*Grief is the normal human response to loss.*

Unfortunately, there is little information on how to resolve the intense conflicting emotions caused by a death or many other major life events.

To register for the upcoming group please call FCSS  
403-742-2337



## DISCOVER THE POWER OF CHOICE!

Are you or someone that you know struggling with addiction?

No matter what your addictive behavior, SMART Recovery can help!

## HOW DOES SMART RECOVERY WORK?

SMART Recovery is based on a 4 Point Program

1. Building and Maintaining Motivation
2. Coping with Urges
3. Managing Thoughts, Feelings and Behaviors
4. Living a Balanced Life

Each of the Program points provides tools you can use to enhance motivation, cope with urges, solve problems, and guide yourself to a healthy and balanced life.

Meetings will run Thursday evenings from 7-8 at the FCSS office



This is an all inclusive addiction support group. Everyone is welcome!

Located at  
4720 50th St  
Stettler



For more information please  
call 403-742-2337

VISIT SMART RECOVERY ONLINE AT:  
[www.smartrecovery.org](http://www.smartrecovery.org)



# In The Know

# Community Helpers



## GET IN THE KNOW ABOUT MENTAL HEALTH LITERACY

**In the Know** is a course designed to help you learn about mental health and illness, promoting wellbeing in your life, how to recognize when someone is struggling, and how to respond.

The course has been developed specifically for farmers and evaluated by researchers at the University of Guelph.

DATE: NOVEMBER 26, 2021

TIME: 10:00 AM to 2:00 PM

LOCATION: VIRTUAL

BROUGHT TO YOU IN PARTNERSHIP WITH:



REGISTER AND FIND OTHER COURSES NEAR YOU AT [WWW.ALBERTA.ITK.CA](http://WWW.ALBERTA.ITK.CA)

### At the end of this program you will be able to:

- Describe stress, anxiety, depression, acute trauma, suicide and substance abuse
- Recognize signs and symptoms of mental distress
- Describe approaches for engaging in safe conversations about mental health with someone who may be struggling
- Identify appropriate people and/or organizations that can provide help/support/resources for someone who may be struggling

## COMMUNITY HELPERS



This program will be free of charge and is designed for “helpers”, those in the community who others come to for help. The program is targeted to help with mental health intervention by training those helpers to hone in on their helping skills while learning how to take care of themselves.

**Stettler & District FCSS**

**November 30th, 2021 from 1:00 - 4:00 PM**

Call FCSS to register 403-742-2337



Outreach Centre



Alberta Health Services



# Overdose Awareness Day

# Volunteer Appreciation



## FCSS Overdose Awareness Day



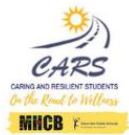
This year we will be hosting an event at The FCSS office on **August 31st**. There will be two education sessions from 11am-12pm and 12-1pm. Focus will be on Current Drug Trends and Naloxone Training. Facilitated by **Red Deer Turning Point**. Please come and join us in memory of those lost to overdose.

Light lunch and refreshments provided

Remembering those lost, acknowledging the grief of those left behind, and fighting to #EndOverdose every August 31st.

# Tools for School

# Summer Fun Day



## Tools for School teams up with Operation: Buddy Bag



Help children in local schools start the new school year with the supplies they need.

If you have any questions or would like to access tools for school supplies for your child please call Penny Warford at 403-740-2775 or B at buddybagsab@gmail.com or [www.Facebook.com/operationbuddybag](http://www.Facebook.com/operationbuddybag)

**Make a donation (supplies or monetary) at the  
FCSS Summer Fun Day  
and get entered to win a prize!!**



## FREE SUMMER FUN DAY

WEDNESDAY AUGUST 18TH  
AT THE STETTLER SPRAY PARK

Activities will be at the park from 11-3pm

There will be bouncy castles, Battle Balls, large outdoor games, and more! We will be serving FREE Hotdogs. All ages and families are welcome!

We will also be accepting donations for Tools For School. With a donation you will be entered to win a prize!



# Community Partnerships

Stettler & District Food Bank  
County of Stettler Housing Authority  
Stettler & District Handibus  
Home Support  
Help Line  
Superfluity  
Prevention of Family Violence  
Turning Point  
Clearview Public Schools  
Victim Services  
Stettler Information & Referral

Agency Resource Committee  
Stettler Hamper Society  
Disaster Social Services  
Stettler & District AG Society  
Stettler Regional Day Care Society  
Stettler & District Public Library  
Alzheimer Association  
Family Resource Network  
CARS  
Meals on Wheels  
Rural Mental Health Project



# Budget

## Stettler & District FCSS Proposed Budget 2022

					2021 Budget	2022 Budget
<b>REVENUE</b>						
Provincial FCSS Town Grant 80%					157,148.00	157,148.00
Town of Stettler Municipal Contribution 20%					39,287.00	39,287.00
Provincial FCSS County Grant 80%					172,715.00	172,715.00
County of Stettler Municipal Contribution 20%					43,179.00	43,179.00
Child & Family Service Grant					50,000.00	50,000.00
Other Revenue					25,100.00	-
<b>TOTAL REVENUE</b>					<b>487,429.00</b>	<b>462,329.00</b>
<b>EXPENSES</b>						
Programming					268,267.00	271,464.00
Administration					134,025.00	135,100.00
Equipment					8,000.00	9,500.00
Maintenance					14,500.00	12,500.00
Board/Staff Expense					5,500.00	5,500.00
Office Expense					20,950.00	22,290.00
Audit & Bank Fees					5,975.00	5,975.00
<b>TOTAL EXPENSES</b>					<b>457,217.00</b>	<b>462,329.00</b>
<b>DEFICIT/SURPLUS</b>					<b>30,212.00</b>	<b>-</b>

# Statistics

2021	Phone	Walk in	Email	Seniors	Federal	Taxes	EI	Alberta Works	Child & Family Services	Mental Health	Family Counsellor	Outside Referrals	Program Participants
Yearly Totals	13520	6339	3616	981	4165	225	1113	1847	626	1603	1520	2481	7041

**Total Annual Client Contact  
45,077**



*Thank You*

*For your Continued Support*

*Merry Christmas from the FCSS Board & Staff*



# MEMORANDUM

**To:** Greg Switenky, CAO

**From:** Steven Gerlitz, Asst. CAO

**Date:** December 7, 2021

**Re** Rhonda O’Neill, Library Manager and Jane Skocdopole, Board Chair - Stettler Public Library – 2022 Budget

Recommendation

That the Town of Stettler Council approve the Stettler Public Library 2022 Operating Budget as presented with a Town contribution in the amount of \$250,117.00

Background Information

Rhonda O’Neill, Library Manager and Jane Skocdopole, Board Chair of the Stettler Public Library will be in present the Stettler Public Library 2022 Budget to Council.

Financial Implications

2022 Budget - \$250,117

Town of Stettler						
Stettler Public Library 2022 Requisition						
Library Budget	2019	2020	2021	2022	2023	2024
<b>Revenue</b>						
Donations / Fundraising	\$19,600.00	\$24,533.00	\$16,033.00	\$23,333.00	\$23,333.00	\$23,333.00
Fundraising						
Grants	\$81,877.00	\$82,727.00	\$82,742.00	\$85,727.00	\$88,727.00	\$85,727.00
Other Revenue	\$350.00	\$450.00	\$30,750.00	\$1,000.00	\$1,000.00	\$1,000.00
Sales and Service	\$5,414.90	\$4,300.00	\$4,300.00	\$5,077.32	\$5,077.00	\$5,077.00
<b>Total Revenue before Requisitions</b>	<b>\$107,241.90</b>	<b>\$112,010.00</b>	<b>\$133,825.00</b>	<b>\$115,137.32</b>	<b>\$118,137.00</b>	<b>\$115,137.00</b>
<b>Requisitions</b>						
Town of Stettler - 65%	\$245,702.05	\$250,181.69	\$238,491.73	\$250,116.69	\$254,174.65	\$258,653.96
County of Stettler - 35%	\$132,301.10	\$134,713.21	\$128,418.62	\$134,678.22	\$136,863.27	\$139,275.21
<b>Total Revenue</b>	<b>\$485,245.05</b>	<b>\$496,904.90</b>	<b>\$500,735.35</b>	<b>\$499,932.22</b>	<b>\$509,174.92</b>	<b>\$513,066.17</b>
<b>Expenses</b>						
Board Expenses	\$3,700.00	\$3,700.00	\$3,300.00	\$2,100.00	\$2,300.00	\$2,500.00
Equipment	\$15,000.00	\$17,000.00	\$16,500.00	\$14,700.00	\$17,500.00	\$17,500.00
Friends	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraising	\$4,000.00	\$4,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Library Expenses	\$33,900.00	\$33,550.00	\$32,600.00	\$31,800.00	\$33,500.00	\$33,500.00
Office / Maintenance	\$60,650.00	\$60,500.00	\$62,700.00	\$62,700.00	\$63,500.00	\$63,500.00
Audit / Bank	\$4,050.00	\$1,700.00	\$1,700.00	\$4,000.00	\$4,000.00	\$4,000.00
Requisitions Payable	\$5,800.00	\$5,912.00	\$5,912.00	\$5,912.00	\$5,900.00	\$5,900.00
Staff Expenses	\$9,650.00	\$9,250.00	\$9,250.00	\$9,250.00	\$9,350.00	\$9,350.00
Staff remuneration	\$348,495.05	\$361,292.00	\$366,773.35	\$365,470.22	\$369,124.92	\$372,816.17
<b>Total Expenses</b>	<b>\$485,245.05</b>	<b>\$496,904.90</b>	<b>\$500,735.35</b>	<b>\$499,932.22</b>	<b>\$509,174.92</b>	<b>\$513,066.17</b>
<b>Total Revenue before Requisitions</b>	<b>\$107,241.90</b>	<b>\$112,010.00</b>	<b>\$133,825.00</b>	<b>\$115,137.32</b>	<b>\$118,137.00</b>	<b>\$115,137.00</b>
<b>Total Requisition</b>	<b>\$378,003.15</b>	<b>\$384,894.00</b>	<b>\$366,910.35</b>	<b>\$384,794.90</b>	<b>\$391,037.92</b>	<b>\$397,929.17</b>
Town of Stettler - 65%	\$245,702.05	\$250,181.69	\$238,491.73	\$250,116.69	\$254,174.65	\$258,653.96
County of Stettler - 35%	\$132,301.10	\$134,713.21	\$128,418.62	\$134,678.22	\$136,863.27	\$139,275.21
Percentage Increase	3.57%	1.82%	-4.67%	4.87%	1.62%	1.76%
	\$8,458.39	\$4,479.64	-\$11,689.96	\$11,624.96	\$4,057.96	\$4,479.31

Town of Stettler 2022 Payments	
Req Pay	\$250,117.00
Quarter	Due Date
1	Jan-01
2	Apr-01
3	Jul-01
4	Oct-01
<b>Totals</b>	

Year	Amount
<b>2022</b>	<b>\$250,117.00</b>
2021	\$238,491.73
2020	\$250,181.69
2019	\$245,702.05
2018	\$237,243.66
2017	\$231,333.71
2016	\$232,961.85
2015	\$219,056.09
2014	\$197,167.02

Communication

- Greg Switenky – CAO
- Rhonda O’Neill, Library Manager - Stettler Public Library

Documentation

- Copy of Stettler Public Library 2022 Budget and background information

# 2022 Budget Presentation



December 7, 2021

# Why Community Libraries?



- Libraries level the playing field and give everyone in the community an equal chance, independent of income level, to access the information and technology they need to live their lives better.
- The library provides access to computers, the internet, and services like printing, scanning and faxing. This allows people digital inclusion in a time where more services are moving online.
- Staff regularly assist community members access information (government programs, work certifications, resume preparation, printing, pre-employment training, permit applications, and help obtaining licenses).
- Libraries provide a comfortable and safe space to spend time, read, conduct research and meet with others, 54 hours per week including evenings and Saturdays.
- Public libraries strengthen community capacity to address issues related to economic development by supporting continuing education around technology and employment information. Public libraries connect residents with information needed to support their businesses, and life long learning. Public libraries also improve and support literacy skills for all ages.

# Fall Programming - 2021



## **FALL 2021 YOUTH PROGRAMMING**

### In Person Programs

- Alberta Culture Days (September 3-18)
- Read and Rhyme (Mondays, Wednesdays & Fridays)
- Something Cool After School (Tuesdays & Thursdays)
- Teen Scene (Wednesdays)
- Brain Train / Coding Club (Saturdays)
- Employment Resource Assistance (Thursdays)
- Ghost Walk (September - October)
- TIFF Circuit at the Jewel Theatre (Monthly)

### Online Programming and Take Home Kits

- Reader's Circle Book Club
- Crystal's Crafting Club
- Monthly Mindfulness program with Alicia Tate

# Online Programs and Take Home Kits



## **ONLINE PROGRAMS AND SPECIAL EVENTS**



During the periods the library was closed for in person visits, we reached out to the community with a variety of take home kits and online programs and challenges.

We offered Read and Rhyme, Something Cool after School, Teen Scene, Online Gaming, Online Tutoring, a Blackout Bingo Challenge, Classics with Crystal and her cats, as well as Reader's Circle Book Club, Ukulele Circle and a monthly meditation circle with Alicia Tate, all on Zoom.

We were able to celebrate Family Literacy Day online with a special story read by Board Chair, Jane Skocdopole.



# Outreach Services to Seniors and the Colonies



## OUTREACH SERVICES



In partnership with the Stettler Information and referral Centre and Stettler FCSS, we sent out 125 Hygge Kits in January & 125 Zen Garden Kits in March.

In June we partnered with the Town and County of Stettler to prepare 280 activity kits to be distributed to celebrate Senior's Week.

Bi-weekly book deliveries to local lodges included Paragon, Heart Haven and Willow Creek (as well as homebound patrons).

Bi-weekly book deliveries for colony schools in Erskine, White Sands and Gadsby.

# Summer Reading Club - 2021



**SUMMER 2021**



We kept youth and families engaged with a variety of activities:

- Outdoor Big Game Extravaganza
  - Amazing Race
  - Family Movie Night at the Jewel
  - Family Paint Night
  - Celebration of First Nations and Métis
  - Perseid meteor shower watch party
  - End of Summer Reading Club Bowling Party
  - We offered programs for youth all week, including regular SRC programs, gardening club, online cooking club and crafty Thursdays.
- 
- Children reported 2510 hours of reading in 2021, up from 864 hours in 2020. 214 Children registered in 2021 up from 153 in 2020.

# 2022 Library Budget - Proposed Funding



	2020	2021	2022
<b>Grants</b>	\$82,727.00	\$82,727.00	\$85,727.00
<b>Donations/Fundraising</b>	\$24,632.87	\$16,033.00	\$23,333.00
<b>Sales and Services</b>	\$4,300.00	\$4,300.00	\$5,077.00
<b>Other Revenue</b>	\$450.00	\$30,750.00	\$1,000.00
<b>Requisitions</b>			
<b>County</b>	\$134,678.21	\$128,248.87	\$134,678.00
<b>Town</b>	\$250,116.69	\$238,176.48	\$250,117.00
<b>TOTALS</b>	\$496,904.77	\$500,235.35	\$499,932.00

# 2022 Library Budget - Expenses



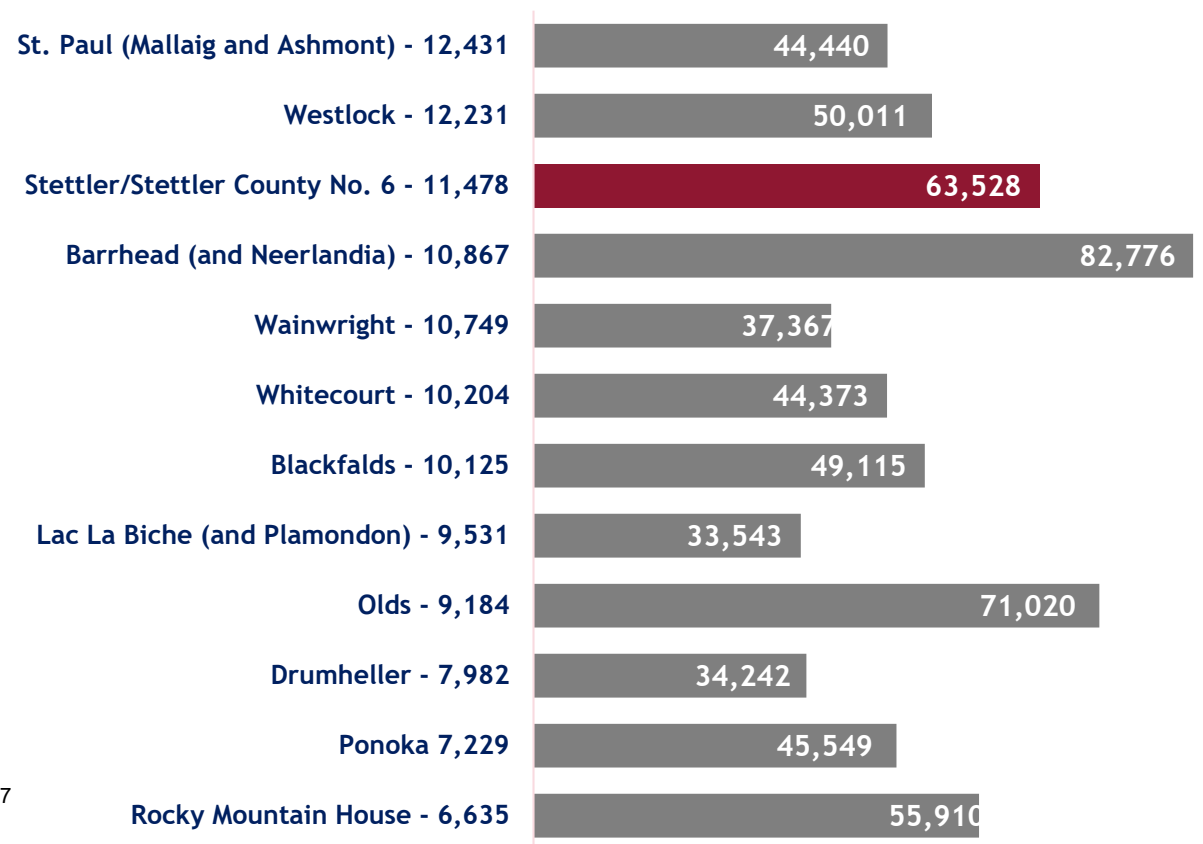
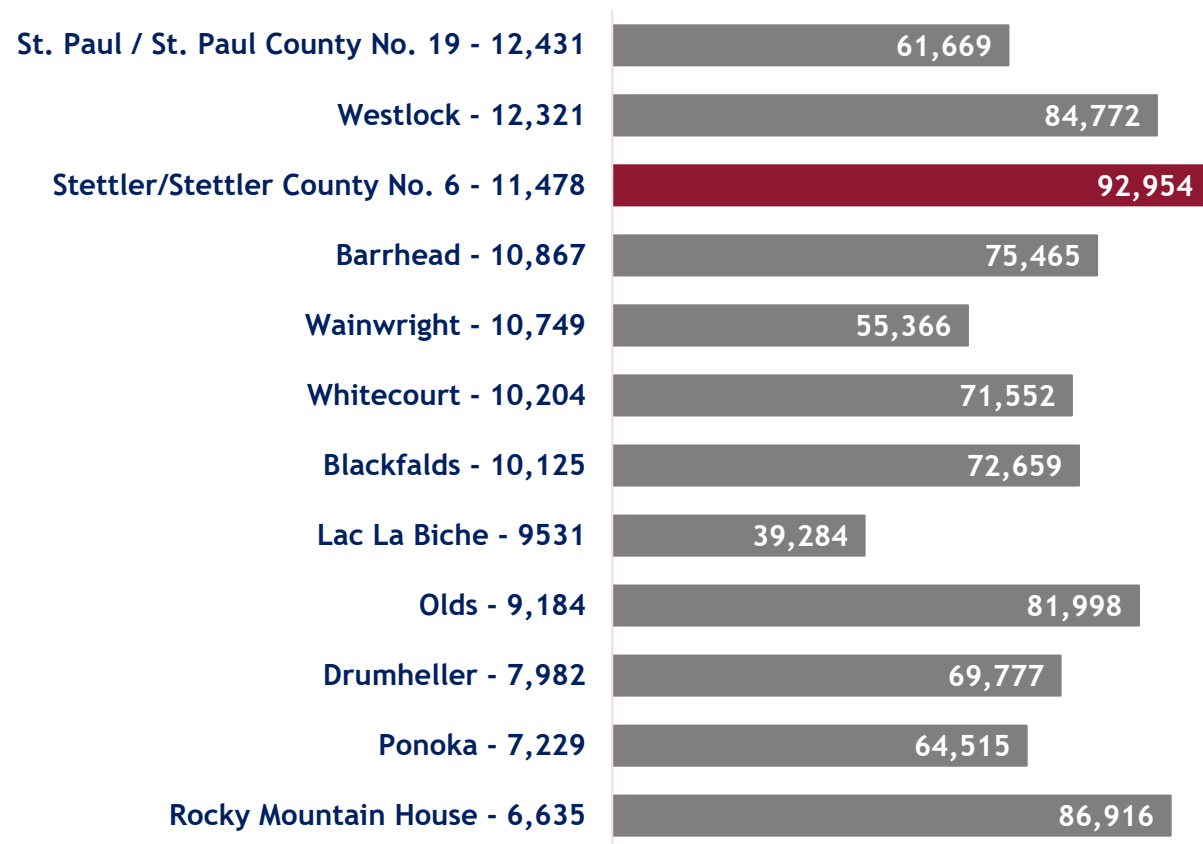
	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Board Expenses</b>	\$3,700.00	\$3,300.00	\$2,100.00
<b>Equipment</b>	\$17,000.00	\$16,500.00	\$14,700.00
<b>Library Materials</b>	\$31,700.00	\$32,100.00	\$31,800.00
<b>Fundraising Expenses</b>	\$4,000.00	\$2,000.00	\$4,000.00
<b>Office &amp; Maintenance</b>	\$62,350.00	\$62,700.00	\$62,700.00
<b>Audit &amp; Bank Fees</b>	\$1,700.00	\$1,700.00	\$4,000.00
<b>Requisitions Payable</b>	\$5,912.00	\$5,912.00	\$5,912.00
<b>Staff Wages &amp; Expenses</b>	\$370,542.77	\$376,023.35	\$374,720.00
<b>TOTALS</b>	<b>\$496,904.77</b>	<b>\$500,235.35</b>	<b>\$499,932.00</b>

# A Community of Readers



## Total Circulation 2019

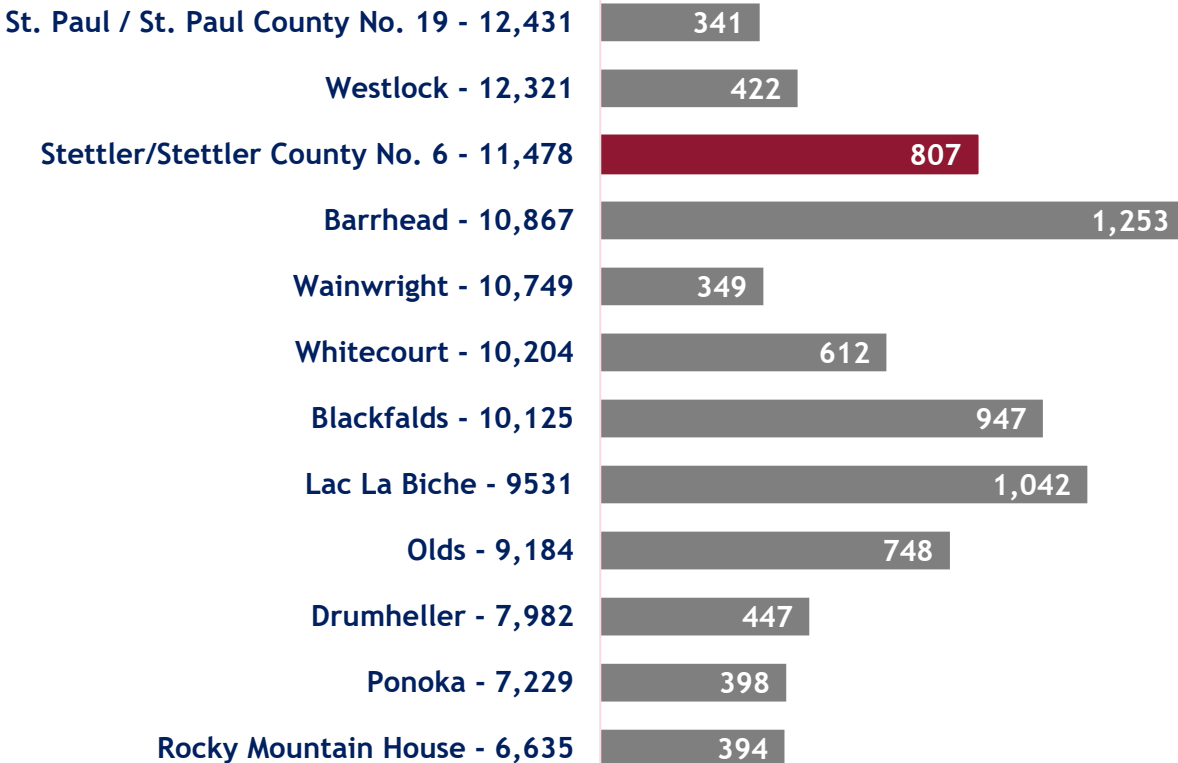
## Total Circulation 2020



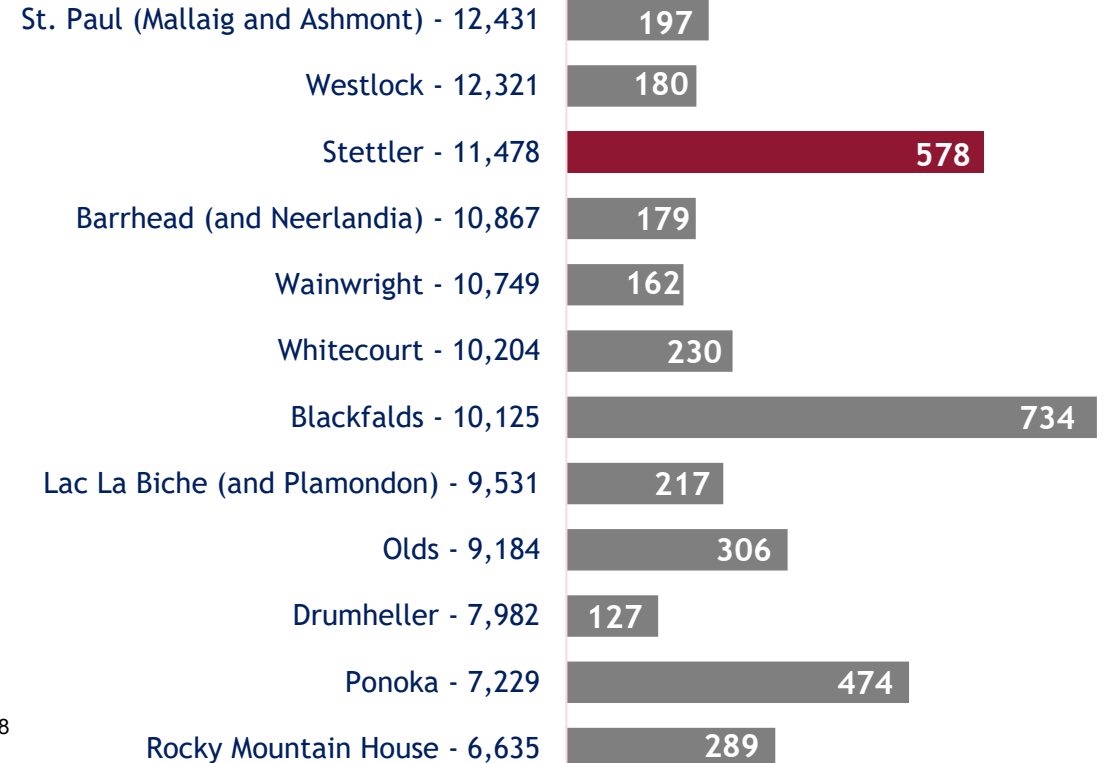
# Library Programs and Events



## Programs in 2019



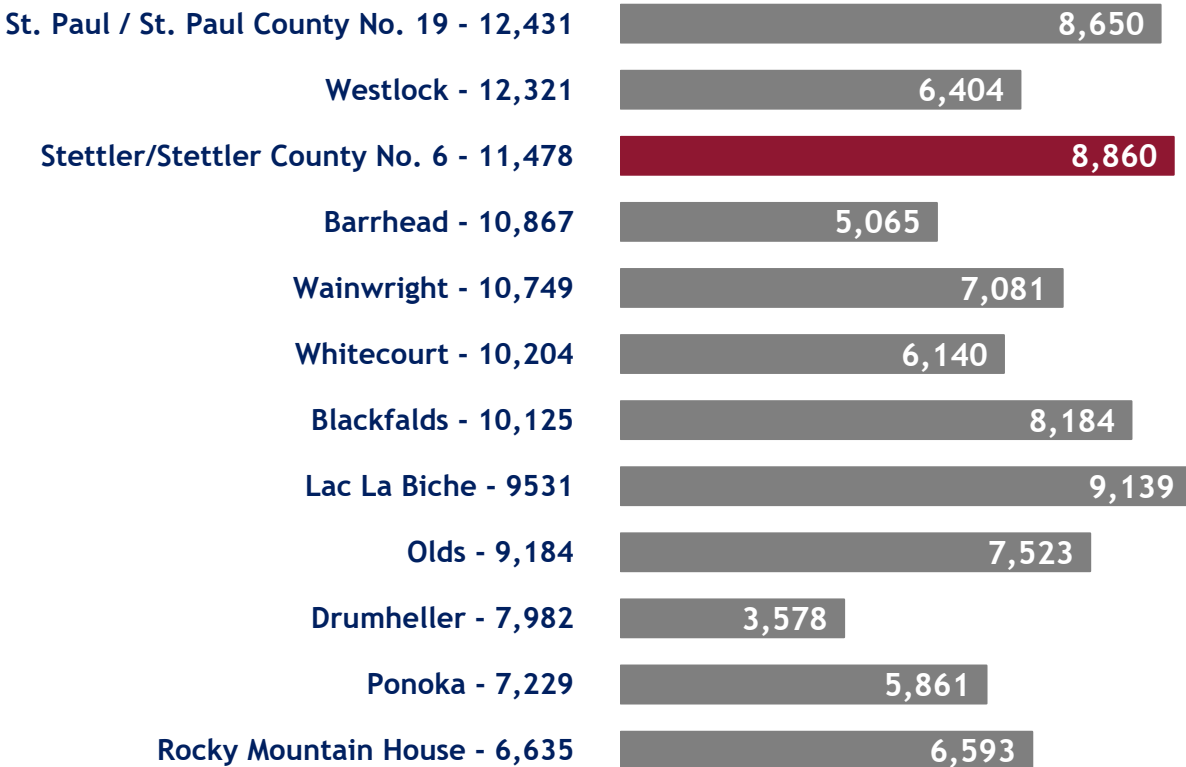
## Programs in 2020



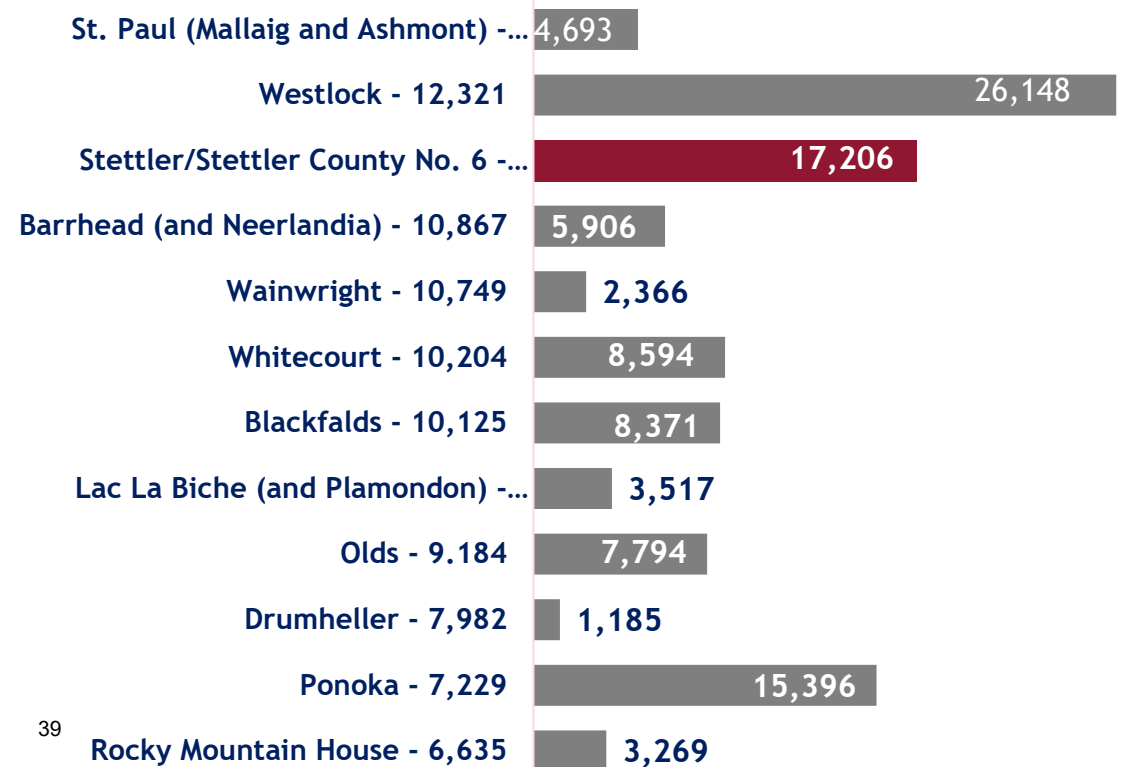
# Program Attendance



## Program Attendance 2019



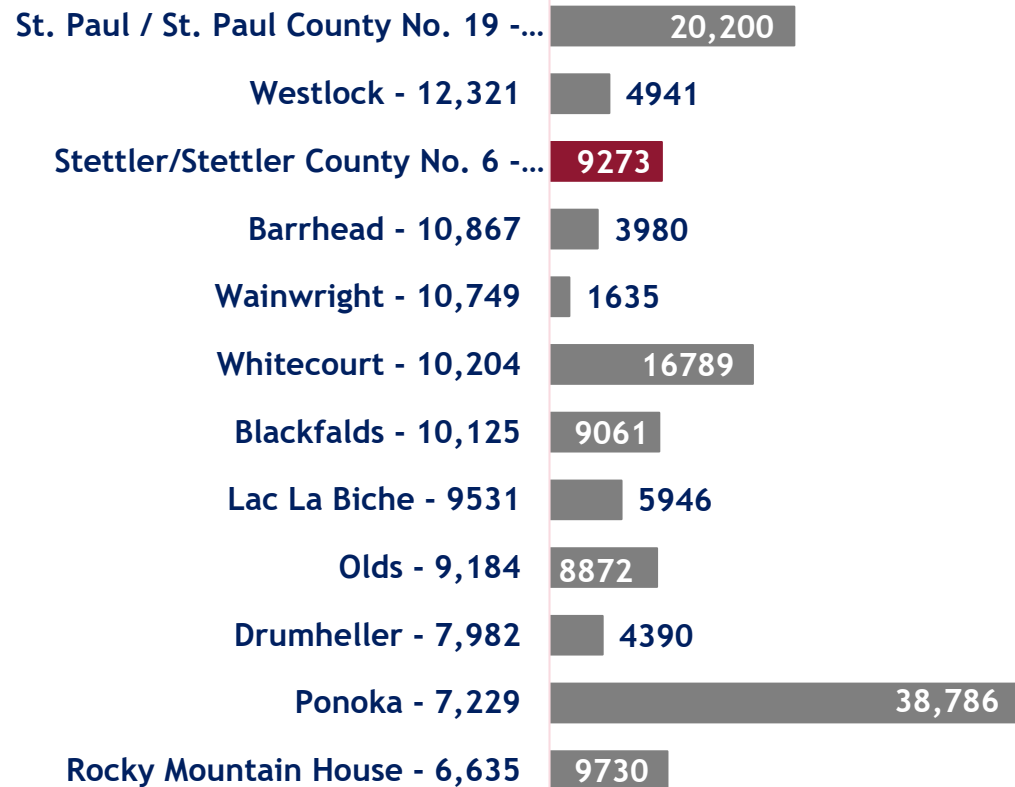
## Program Attendance 2020



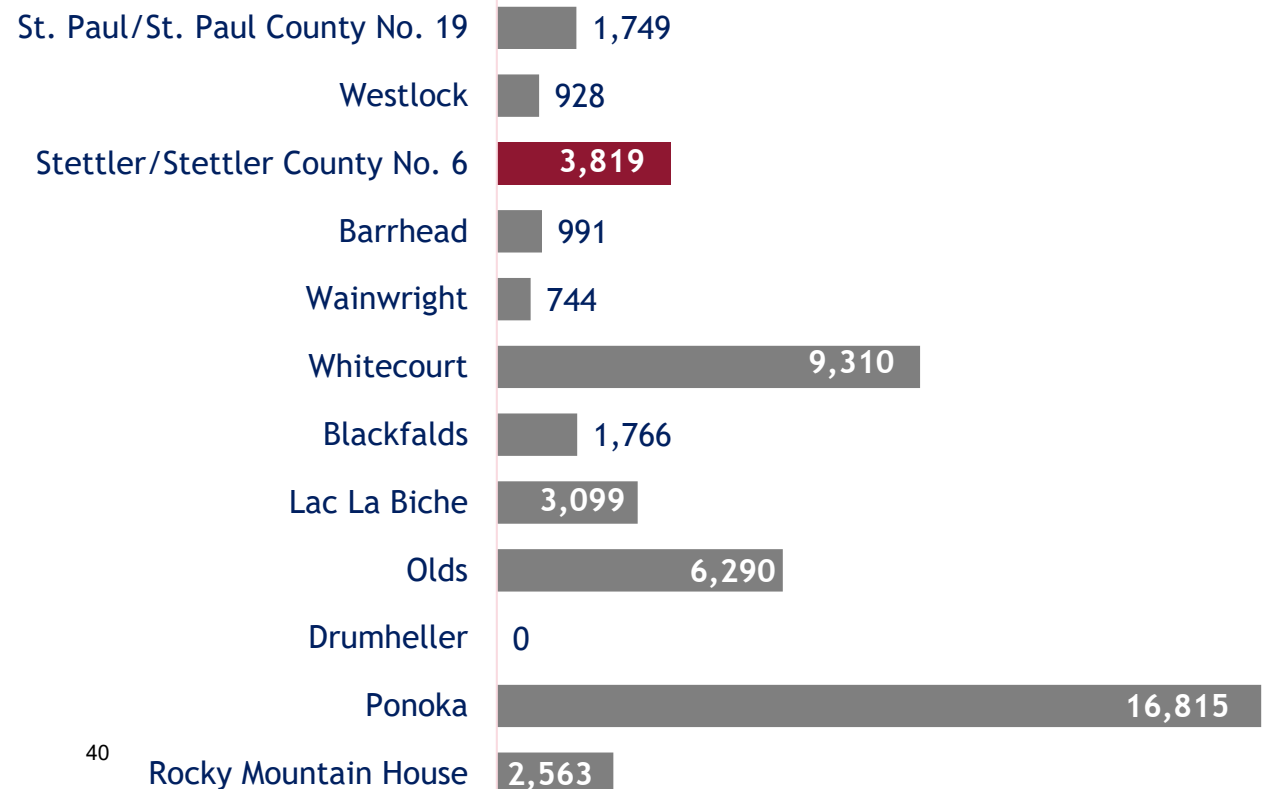
# Computer Use



## Computer Use in Hours - 2019



## Computer Use in Hours - 2020

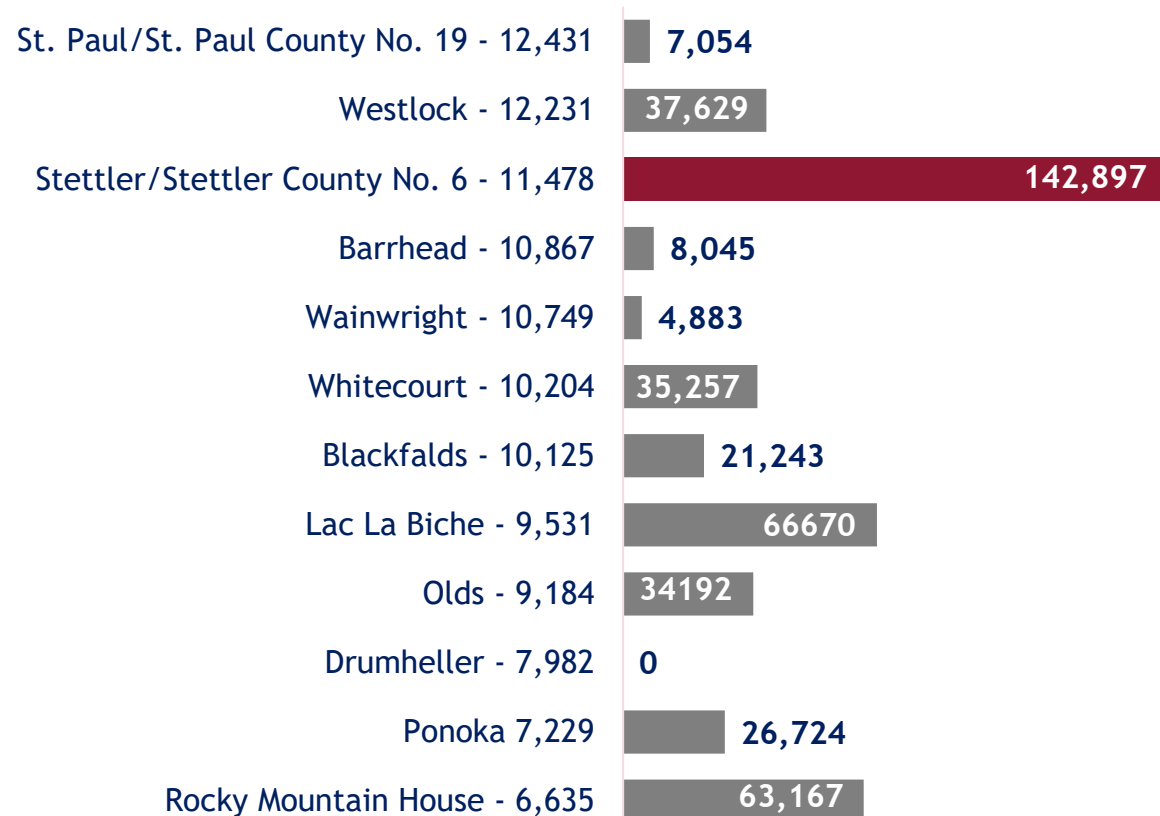




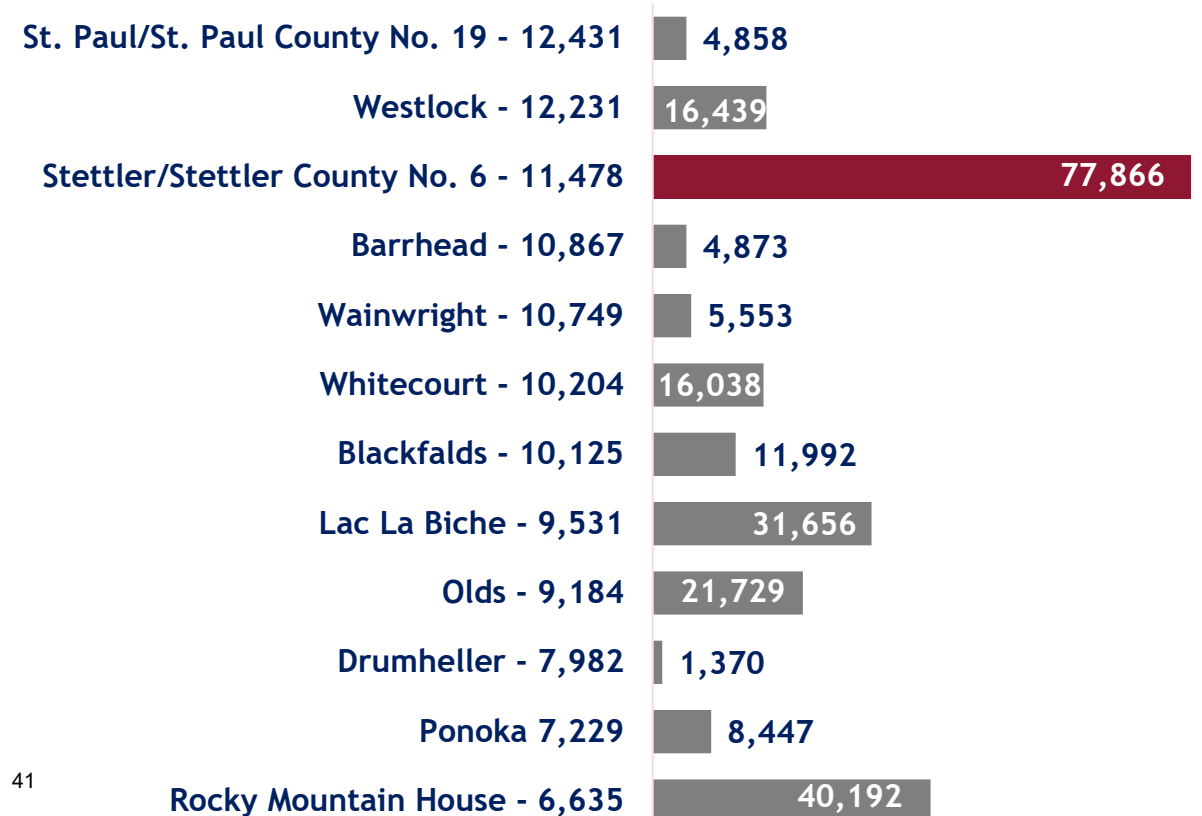
# WiFi Sessions



## WiFi Sessions - 2019



## WiFi Sessions - 2020



**Thank you for your  
continued support!**



## Stettler Public Library Budget 2022

	2021 Budget	2022 Budget
<b>REVENUE</b>		
Donations / Fundraising	16,033.00	\$23,333.00
Grants	82,727.00	\$85,727.00
Other Revenue	30,750.00	\$1,000.00
Sales and Services	4,300.00	\$5,077.00
Requisitions		
Town of Stettler	238,176.48	\$250,117.00
County of Stettler	128,248.87	\$134,678.00
<b>TOTAL REVENUE</b>	<b>500,235.35</b>	<b>499,932.00</b>
<b>EXPENSES</b>		
Board Expenses	\$3,300.00	\$2,100.00
Equipment	\$16,500.00	\$14,700.00
Fundraising Expenses	\$2,000.00	\$4,000.00
Library Materials	\$32,100.00	\$31,800.00
Office & Maintenance	\$62,700.00	\$62,700.00
Audit & Bank Fees	\$1,700.00	\$4,000.00
Requisitions Payable	\$5,912.00	\$5,912.00
Staff Wages and Expenses	\$376,023.35	\$374,720.00
<b>TOTAL EXPENSES</b>	<b>\$500,235.35</b>	<b>\$499,932.00</b>

# MEMORANDUM

**To:** Greg Switenky, CAO  
**From:** Steven Gerlitz, Asst. CAO  
**Date:** December 7, 2021  
**Re:** Byron Geddes, Executive Director - Stettler Regional Board of Trade 2022 Budget

---

## Recommendation

That the Town of Stettler Council refer the Stettler Regional Board of Trade 2022 Budget as presented, with a net contribution of \$372,776 from the Town, to the Council 2022 Interim Operating Budget.

## Background Information

Byron Geddes, Executive Director, Stettler Board of Trade will be in to present the Stettler Board of Trade 2022 Budget to Council.

## Financial Implications

2022 BOT Revenue	-	\$136,550 (2021 - \$231,080 – diff (\$94,530 decrease – community projects, pheasant festival)
2022 BOT Expense	-	\$509,326 (2021 - \$603,885 – diff (\$94,559 decrease – website, advertising, pheasant festival)
2022 Budget (net)	-	\$372,776 (2021 - \$372,805 - diff (\$29 decrease – 0%)

(net contribution (From business taxes, business licenses and general taxes)

- \$6,400 – Business Taxes (2022 Budget)
- \$86,250 – Business Licenses (2022 Budget)
- \$280,126 – General Taxes (2021 - \$280,155)

## Prior net contributions

2021 - \$372,805  
2020 - \$336,210  
2019 - \$293,217  
2018 - \$258,607  
2017 - \$251,168  
2016 - \$251,172  
2015 - \$217,670  
2014 - \$240,110  
2013 - \$208,830  
2012 - \$205,670  
2011 - \$227,870  
2010 - \$218,005  
2009 - \$160,450

## Alternatives to the Recommendation

- 

## Communication

- Greg Switenky – CAO
- Byron Geddes - Executive Director, Stettler Board of Trade

## Documentation

- Copy of Stettler Board of Trade 2022 Budget and background information



**Gord Lawlor**  
Town of Stettler  
Councillor - Ex-officio



**Scott Pfeiffer**  
Town of Stettler  
Councillor - Ex-officio



**Matt Dorsett**  
President



**Rebecca Walline**  
Vice President



**Kurt Baker**  
Director



**Terry Chesla**  
Director



**Dave Goodwin**  
Director



**Kelly Hicks**  
Director



Photo  
Not  
Available

**Shannon Lukens**  
Director



**Joanne MacDonald**  
Director



**Ryan McNeill**  
Director



**Brandi Page**  
Director



**Justin Tanner**  
Director



**Erin Wilkie**  
Director



**Sean Nolls**  
Town of Stettler  
Mayor - Ex-officio

# Stettler

REGIONAL BOARD OF TRADE

# Projects & Events

- Think Local, Shop Stettler
- Employment Fair
- Google My Business
- Heart of Alberta Dollars
- Stettler Pheasant Festival
- Steel Wheel Stampede Parade
- Health Professionals Attraction and Retention
- Economic Development
- Alberta Culture Days
- Election Forums



# Think Local, Shop Stettler

7 Promotions \* 3 Events \* 65 Businesses \* Over 40,000 entries \* 1 Grant



*love* OUR LOCAL

# Business Assistance

- Bi-Weekly Newsletters
- Employment Fair
- Google My Business
- Website Assistance
- COVID-19 Updates and Support
- Business Visits & Welcome Posts
- Ag Updates



Book a visit with  
Liam or Emma to  
talk about  
improving your  
online presence!  
Call 403-742-3181



ALBERTA PUBLIC HEALTH UPDATES

**FOR MORE INFORMATION  
ON COVID-19:** [alberta.ca/covid19](https://alberta.ca/covid19)





# Chamber of Commerce



Canadian  
Chamber of  
Commerce

Chambre de  
Commerce  
du Canada



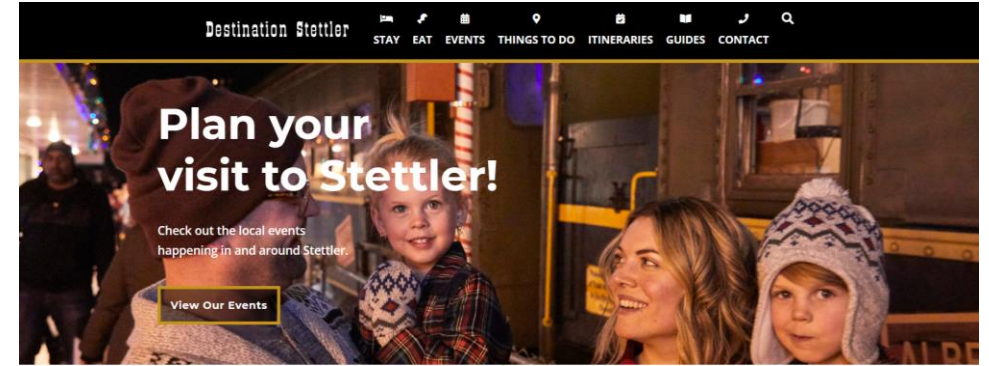
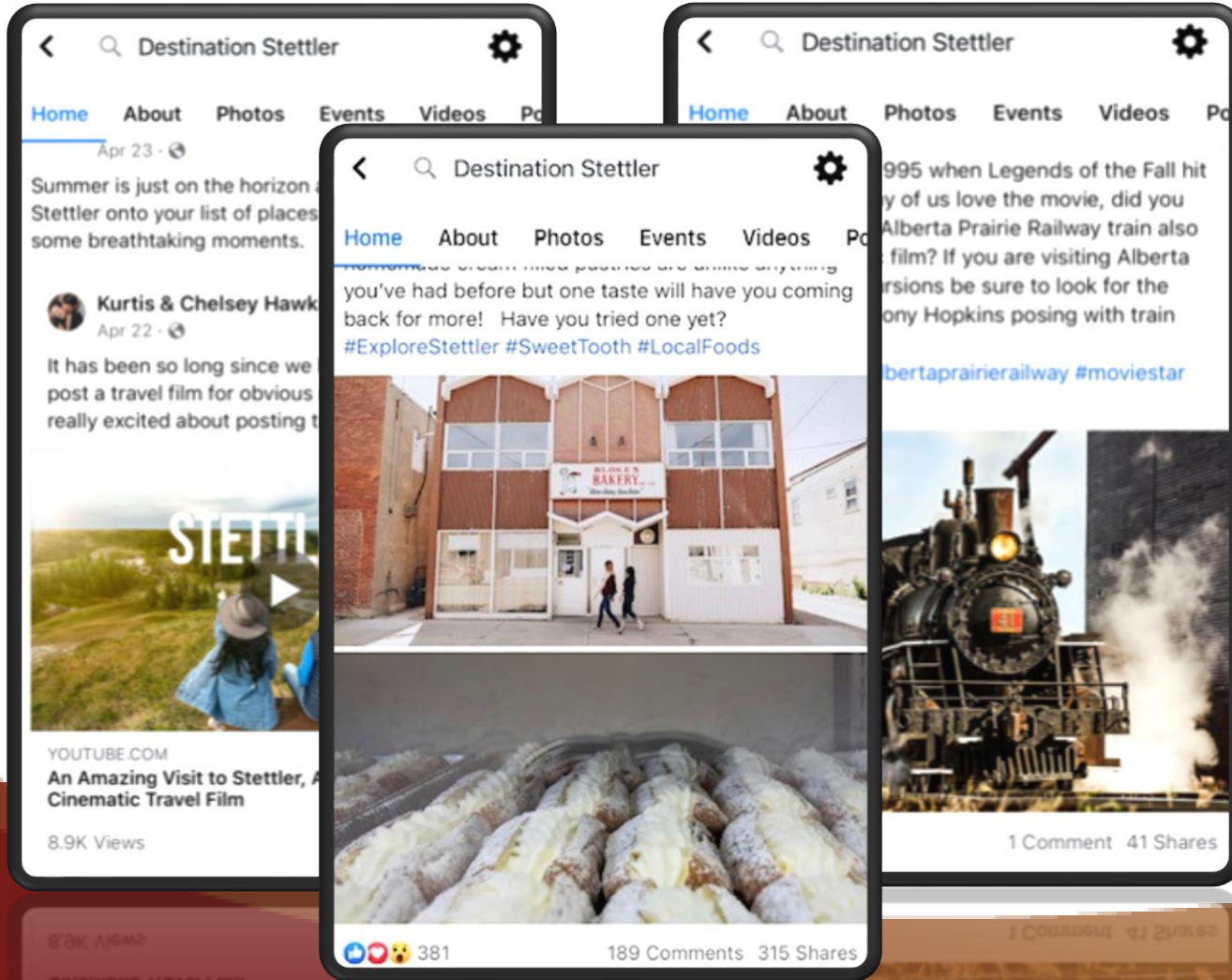
Chamber of Commerce  
Executives of Canada

Association des cadres  
des chambres de  
commerce au Canada



Alberta  
Chamber  
Executives

# Destination Stettler



## WHY STETTLER



### Sip 'n' Shop

Take a couple days to relax with friends. Stettler offers a variety of unique boutiques, spas and restaurants to let you kick-back and enjoy yourself.

[Learn More](#)



### 48 Hours in Stettler

There is so much to do in and around Stettler that sometimes it feels like you won't be able to get to it all in one weekend. You can't, but here is a few of our local favorites that you should visit even if you only have a short period of time.


# Stettler Pheasant Festival

3 Days \* 260 hunters \* 41 pieces of land \* 2,300 Pheasants



# Analytics

About + For Business + Destination Stettler Living in Stettler + Think Local, Shop Stettler + Projects +




Reward yourself as you complete your shopping this holiday season! From top-of-the line clothing...

Posted on: Nov. 15 2021

Welcome to the Stettler Regional Board of Trade and Community Development

The Stettler Regional Board of Trade is committed to fostering economic, civic, and social growth throughout...



**844**  
Followers

**1,905**  
Followers

**510**  
Followers

**389**  
Posts

Post Reach  
**726**

**552**  
Impressions



## Page Insights



# Moving Forward



Town of Stettler  
2022-2024 Municipal Operating Budget

Department Board of Trade

Revenue	Account	Description	2016	2017	2018	2019	2020	2021	2021	2022	2023	2024
			Actual	Actual	Actual	Actual	Actual	Actual (Aug31)	Budget	Estimated	Estimated	Estimated
BOT	1-64-02-00-00-490	BOT - Souvenir Sales	1,422.15	219.54	682.47	62.05	25.00	13.96	100	1,500	1,500	1,500
BOT	1-64-02-00-00-491	BOT - Other Goods & Services	1,707.68	-	-	-	-	41.25	-	-	-	-
BOT	1-64-02-00-00-492	BOT - Other Tourism	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-00-00-493	BOT - Promotion	-	-	-	54.84	130.95	-	-	-	-	-
BOT	1-64-02-00-00-494	BOT - Community Event	-	19,593.81	2,099.50	-	500.00	-	-	-	-	-
BOT	1-64-02-00-00-520	BOT - Chamber Membership	-	-	-	-	300.00	566.53	150	-	-	-
BOT	1-64-02-00-00-550	BOT - Interest	582.99	665.68	1,241.92	1,553.33	696.75	249.79	900	900	900	900
BOT	1-64-02-00-00-560	BOT - Brochure Advertising	3,714.31	5,828.38	5,714.29	7,190.48	3,917.14	6,224.00	6,000	6,000	6,000	6,000
BOT	1-64-02-00-00-561	BOT - Meeting Room Rental	664.99	678.17	150.00	411.43	180.00	30.00	150	150	150	150
BOT	1-64-02-00-00-590	BOT - Donations	20.29	15.00	-	133.33	6.10	50.00	-	-	-	-
BOT	1-64-02-00-00-591	BOT - Group Insurance Commission	2,210.95	1,915.13	2,670.33	3,353.84	3,800.95	1,845.59	3,000	2,500	2,500	2,500
BOT	1-64-02-00-00-832	BOT - SCP Grant	3,528.00	-	-	-	54,129.47	-	-	-	-	-
BOT	1-64-02-00-00-840	BOT - Provincial Grant	-	7,432.66	188.10	10,161.48	17,625.65	951.74	2,000	-	-	-
BOT	1-64-02-00-00-842	BOT - STEP Grant	-	-	2,205.00	-	4,694.00	-	-	-	-	-
BOT	1-64-02-00-00-850	BOT - Town of Stettler	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-00-00-851	BOT - County of Stettler	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-00-00-852	BOT - Other Municipalities	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-00-01-852	BOT - Other Muni - Memberships	-	-	-	-	-	-	-	-	-	-
BOT		Subtotal Board of Trade	13,851.36	36,348.37	14,951.61	22,920.78	86,006.01	9,972.86	12,300.00	11,050.00	11,050.00	11,050.00
BOT	1-64-02-03-01-490	BOT - Project - Women's Conference	-	5,111.34	1,657.15	2,762.87	76.19	-	-	-	-	-
BOT	1-64-02-03-04-490	BOT - Project - Shop Stettler	8,573.30	7,907.09	9,380.13	12,747.03	10,968.10	1,750.00	13,000	12,000	12,500	13,000
BOT	1-64-02-03-06-490	BOT - Project - Business Wall	3,825.24	2,490.00	1,350.00	230.00	3,386.98	-	3,000	2,500	2,500	2,500
BOT	1-64-02-03-07-490	BOT - Project - General Meeting	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-03-08-490	BOT - Project - Trade Show	42,087.04	90,761.66	65,943.84	72,555.64	320.96	(7,679.54)	75,000	74,000	76,250	78,500
BOT	1-64-02-03-09-490	BOT - Project - Seminars/Workshops	6,538.49	-	2,312.39	2,523.26	476.19	20.00	500	500	500	500
BOT	1-64-02-03-10-490	BOT - Project - Luncheons	-	106.49	118.13	-	-	-	-	-	-	-
BOT	1-64-02-03-11-490	BOT - Project - Heartland Dollars	-	106.49	118.13	-	-	-	-	-	-	-
BOT	1-64-02-03-12-490	BOT - Project - Dr. Recruitment	4,885.53	2,951.87	831.01	45,399.13	6,000.00	-	5,500	3,000	3,000	3,000
BOT	1-64-02-03-13-490	BOT - Project - Awards Banquet	11,058.66	8,507.18	18,668.05	13,418.46	4,933.33	200.00	14,000	14,000	14,500	15,000
BOT	1-64-02-03-14-490	BOT - Destination St. Luncheon	4,897.63	592.01	2,331.12	8,221.82	3,864.09	22,256.60	2,750	5,000	5,000	5,000
BOT	1-64-02-03-15-490	BOT - Project - Greenlab	-	-	-	-	-	-	-	-	-	-
BOT	1-64-02-03-16-490	BOT - Project - Subscription Box	-	-	-	-	1,267.38	-	-	-	-	-
BOT	1-64-02-03-19-490	BOT - Project - Dignatary Luncheon	-	-	-	-	-	1,000	-	-	-	-
BOT	1-64-02-03-24-490	BOT - Project - Open Farm Days	-	-	5,608.50	13,638.57	1,212.99	-	15,450	14,500	14,500	14,500
BOT	1-64-02-03-26-490	BOT - Project - Pheasant Festival	68,532.61	62,155.52	76,931.76	99,143.67	57,535.85	53,708.00	88,580	-	-	-
BOT	1-64-02-03-27-490	BOT - Project - SWS	-	(8.33)	1,270.65	-	-	58,302.00	-	-	-	-
BOT		Subtotal Project	150,398.50	180,574.83	186,402.73	270,640.45	88,774.68	129,824.44	218,780.00	125,500.00	128,750.00	132,000.00
BOT		Total Board of Trade	164,249.86	216,923.20	201,354.34	293,561.23	176,800.69	141,818.30	233,101.00	136,550.00	139,800.00	143,050.00

Expenses	Account	Description	2016	2017	2018	2019	2020	2021	2021	2022	2023	2024
			Actual	Actual	Actual	Actual	Actual	Actual (Aug31)	Budget	Estimated	Estimated	Estimated
BOT	2-64-02-00-00-111	BOT - Admin - Salary	71,015.54	72,671.71	73,789.72	84,847.62	95,842.69	55,834.23	94,590	105,050	109,620	110,850
BOT	2-64-02-00-00-112	BOT - Admin - Wages	44,085.41	51,316.25	48,460.52	48,224.64	49,850.31	28,320.23	53,130	56,910	63,330	65,270
BOT	2-64-02-00-00-131	BOT - EOC	-	-	-	-	-	445.90	-	-	-	-
BOT	2-64-02-00-00-211	BOT - Admin - Travel & Subs.	4,888.79	3,497.93	4,029.75	4,514.52	2,151.72	821.62	3,750	4,000	4,000	4,000
BOT	2-64-02-00-00-214	BOT - Admin - Group Memberships	4,193.96	7,283.95	7,597.43	7,944.50	8,408.18	5,293.25	5,000	8,700	8,950	8,950
BOT	2-64-02-00-00-216	BOT - Admin - Training/Workshops	1,871.57	2,577.82	1,686.04	5,714.68	5,788.60	3,164.28	4,000	4,000	3,000	3,000

BOT	2-64-02-00-00-811	BOT - Admin - Bank Service Charge	-	-	-	-	3,460.84	2,370.50	-	-	-	-	
BOT													
BOT		Subtotal Market Corp - Admin	126,055.27	137,347.66	135,563.46	151,245.96	165,502.34	96,250.01	160,470.00	178,660.00	188,900.00	192,070.00	
BOT													
BOT	2-64-02-00-01-112	BOT - Office - Wages	29,295.83	34,279.29	35,027.74	56,356.51	59,906.08	34,192.98	62,620	72,560	63,630	64,380	TOS input Telus (\$75), 8x8 (\$155)
BOT	2-64-02-00-01-222	BOT - Office - Telephone	5,119.48	4,748.44	4,951.10	5,002.20	3,960.21	1,383.62	3,750	4,950	5,200	5,200	TOS adjusted
BOT	2-64-02-00-01-223	BOT - Office - Postage	1,601.49	173.85	2,449.54	642.39	1,122.77	840.34	1,000	1,500	1,500	1,500	
BOT	2-64-02-00-01-225	BOT - Office - Subscriptions	641.99	209.31	65.00	543.46	228.17	4,150.46	3,000	4,500	4,650	4,800	
BOT	2-64-02-00-01-237	BOT - Office - Janitor	3,204.36	2,444.80	3,180.48	4,364.91	3,643.72	2,918.40	2,800	4,550	4,550	4,700	
BOT	2-64-02-00-01-239	BOT - Office - Website	3,204.36	2,444.80	3,180.48	4,364.91	150.00	14,631.98	25,000	2,500	1,500	1,500	(Box Clever \$944/year)
BOT	2-64-02-00-01-252	BOT - Office - Pur Bldg Repair	4,547.74	2,850.90	2,355.46	4,091.51	3,058.49	4,669.31	3,000	5,000	4,000	4,000	2021 = 2020 cement
BOT	2-64-02-00-01-274	BOT - Office - Insurance	1,315.79	1,309.07	1,149.10	1,924.65	2,041.64	2,214.12	2,042	2,320	2,390	2,460	TOS adjusted
BOT	2-64-02-00-01-511	BOT - Office - Supplies	4,564.67	4,588.78	5,065.15	6,851.07	4,243.76	3,229.94	3,900	4,000	4,000	4,250	printing
BOT	2-64-02-00-01-529	BOT - Office - Computer	3,510.51	2,653.24	858.00	1,104.17	2,980.35	-	3,000	3,000	3,000	3,000	
BOT	2-64-02-00-01-561	BOT - Office - Small Equip.	1,283.23	2,031.87	2,853.65	6,098.15	2,138.20	901.71	5,000	3,000	3,000	3,000	printer
BOT	2-64-02-00-01-581	BOT - Office - Gas	1,170.06	1,230.81	1,288.43	1,353.66	1,470.68	893.85	1,377	1,558	1,651	1,747	TOS adjusted
BOT	2-64-02-00-01-582	BOT - Office - Power	2,429.01	2,693.66	2,036.78	2,385.49	2,283.70	725.62	2,106	3,338	3,338	3,338	TOS adjusted
BOT	2-64-02-00-01-583	BOT - Office - Water	512.17	508.12	504.18	480.76	465.42	239.35	660	500	500	500	
BOT	2-64-02-00-02-252	BOT - Office - Signage	196.49	78.00	-	400.00	1,796.92	-	1,500	6,000	6,000	1,500	
BOT	2-64-02-00-02-511	BOT - Office - Photocopying	59.41	-	-	-	-	-	-	-	-	-	
BOT	2-64-02-00-03-511	BOT - Office - Printing	697.36	266.00	-	-	-	-	-	-	-	-	
BOT													
BOT		Subtotal BOT - Office	62,107.84	66,355.92	62,964.60	93,162.52	89,490.11	70,991.68	120,755.00	119,276.00	108,909.00	105,875.00	
BOT													
BOT	2-64-02-01-00-211	BOT - Promo - Float Travel/Subs	4,796.53	5,992.50	4,336.45	3,283.16	-	12.26	6,750	6,750	7,000	7,000	
BOT	2-64-02-01-00-221	BOT - Promo - Brochures/Map	7,480.55	5,651.02	-	8,619.00	-	5,672.50	9,650	5,750	10,000	-	
BOT	2-64-02-01-00-254	BOT - Promo - Float Rep/Maint	-	158.48	246.77	1,307.71	-	-	1,500	1,500	1,500	1,500	
BOT	2-64-02-01-00-518	BOT - Promo - Souvenirs	2,140.55	379.00	420.00	603.42	-	-	500	1,000	1,000	1,000	
BOT													
BOT		Subtotal BOT - Promo	14,417.63	12,181.00	5,003.22	13,813.29	-	5,684.76	18,400.00	15,000.00	19,500.00	9,500.00	
BOT													
BOT	2-64-02-02-00-216	BOT - Tourism - Training/Workshops	2,882.98	9,084.79	2,970.04	6,846.60	3,125.27	503.62	5,500	6,500	5,500	6,000	Spring showcase, CTB Conf
BOT	2-64-02-02-00-221	BOT - Tourism - Advertising	5,994.14	5,461.26	7,839.76	12,692.67	19,378.18	12,725.88	24,250	12,360	12,750	12,750	Magnet signs, bus directory, chamber pop us, content
BOT	2-64-02-02-00-233	BOT - Tourism - Summer Wages	10,404.36	8,461.41	8,601.61	5,514.41	13,234.42	7,357.60	11,070	5,000	5,000	5,000	
BOT	2-64-02-02-00-519	BOT - Tourism - Materials/Flowers	75.90	872.32	169.99	100.29	126.82	-	250	400	400	400	
BOT													
BOT		Subtotal BOT - Tourism	19,357.38	23,879.78	19,581.40	25,153.97	35,864.69	20,587.10	41,070.00	24,260.00	23,650.00	24,150.00	
BOT													
BOT	2-64-02-03-00-112	BOT - Project - Salary	-	-	-	-	-	-	-	-	-	-	CSJG- funds not guaranteed
BOT	2-64-02-03-00-116	BOT - Project - STEP	-	-	-	-	-	-	10,700	10,780	10,860	10,970	TOS input
BOT	2-64-02-03-01-519	BOT - Project - Women's Conference	-	5,492.88	2,777.52	3,359.95	-	-	500	-	-	-	
BOT	2-64-02-03-02-519	BOT - Project - Nite before Xmas	996.00	1,872.00	1,726.20	-	-	-	-	-	-	-	
BOT	2-64-02-03-03-519	BOT - Project - Shop Local	-	-	1,772.41	2,776.00	3,994.04	1,424.17	3,000	5,000	5,000	6,000	\$20 on the 20th
BOT	2-64-02-03-04-519	BOT - Project - Shop Stettler	9,149.75	7,151.85	6,486.24	11,422.50	9,965.64	5,486.38	13,000	12,000	12,500	13,000	breakeven expenses
BOT	2-64-02-03-05-519	BOT - Project - Santa Days	-	500.00	1,265.40	-	-	-	-	-	-	-	
BOT	2-64-02-03-06-519	BOT - Project - Business Wall	-	80.82	-	125.00	-	-	150	150	150	150	
BOT	2-64-02-03-07-519	BOT - Project - General Meeting	174.74	636.33	321.97	407.50	197.06	379.44	500	500	500	500	
BOT	2-64-02-03-08-519	BOT - Project - Trade Show	41,612.04	45,133.48	42,882.62	46,270.49	2,345.02	564.67	53,000	52,500	54,000	55,750	
BOT	2-64-02-03-09-519	BOT - Project - Seminars/Workshops	7,347.31	5,909.68	3,801.78	5,439.33	4,393.55	15.75	3,000	5,000	5,000	5,000	
BOT	2-64-02-03-10-519	BOT - Project - Luncheons	3,073.85	1,991.16	1,351.37	642.95	1,559.77	273.38	2,000	2,000	2,000	2,000	
BOT	2-64-02-03-11-519	BOT - Project - Business Visits	224.25	383.14	177.79	390.23	538.51	95.90	500	500	750	1,000	
BOT	2-64-02-03-12-519	BOT - Project - Dr. Recruitment	6,353.43	2,867.28	-	45,467.75	509.00	363.80	5,500	3,000	3,000	3,000	breakeven expenses
BOT	2-64-02-03-13-519	BOT - Project - Awards Banquet	12,051.87	10,900.37	14,336.88	13,047.39	3,194.31	727.77	14,590	14,000	14,500	15,000	should be breakeven
BOT	2-64-02-03-14-519	BOT - Project - Heartland Dollars	12,051.87	10,900.37	14,336.88	13,047.39	-	-	-	-	-	-	
BOT	2-64-02-03-15-519	BOT - Project - Community Event	613.53	19,753.81	2,267.29	3,425.17	3,816.59	-	3,500	4,000	4,000	4,000	

BOT	2-64-02-03-16-519	BOT - Project - Employer Conference	2,299.00	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-17-519	BOT - Project - Subscription Box	2,299.00	-	-	-	-	1,575.16	-	-	-	-
BOT	2-64-02-03-19-519	BOT - Project - Dignatary Luncheon	-	164.87	1,122.50	1,115.17	-	206.00	1,300	-	-	-
BOT	2-64-02-03-20-519	BOT - Project - Destination Stettler	4,235.97	592.01	2,331.12	8,221.82	386.11	26.22	2,750	2,000	2,000	2,000
BOT	2-64-02-03-24-519	BOT - Project - Open Farm Days	-	-	5,322.29	10,646.18	2,316.85	24.00	15,450	14,500	14,500	14,500
BOT	2-64-02-03-26-519	BOT - Project - Pheasant Festival	68,510.86	62,155.52	76,931.76	74,480.05	45,590.23	36,304.79	87,550	-	-	-
BOT	2-64-02-03-27-519	BOT - Project - SWS	<u>678.99</u>	<u>35.98</u>	<u>373.15</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
BOT												
BOT		Subtotal BOT - Project	157,321.59	165,621.18	165,248.29	227,237.48	78,806.68	47,467.43	216,990.00	125,930.00	128,760.00	132,870.00
BOT												
BOT	2-64-02-04-00-112	BOT - Community Dev - Wages	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-04-00-221	BOT - Community Dev - Advertising	-	-	300.00	-	-	-	12,000	12,000	12,000	12,000
BOT	2-64-02-04-00-233	BOT - Community Dev - Strategic Plannii	-	-	-	-	-	129.06	7,500	7,500	7,500	7,500
BOT	2-64-02-04-00-239	BOT - Community Dev - Conferences	-	-	-	-	-	-	3,500	3,500	3,500	3,500
BOT	2-64-02-04-00-519	BOT - Community Dev - Projects	-	30,000.00	-	5,500.00	3,000.00	-	21,000	21,000	21,000	21,000
BOT	2-64-02-04-01-519	BOT - Community Dev - Steel Wheel	-	-	10,000.00	10,000.00	-	-	-	-	-	-
BOT												
BOT		Subtotal BOT - Community Developme	-	30,000.00	10,300.00	15,500.00	3,000.00	129.06	44,000.00	44,000.00	44,000.00	44,000.00
BOT												
BOT	2-64-99-92-00-762	BOT - Contributed to Capital	-	-	-	-	-	-	2,200	2,200	2,200	2,200
BOT												
BOT		Subtotal BOT - General	-	-	-	-	-	-	2,200.00	2,200.00	2,200.00	2,200.00
BOT												
BOT		Total Board of Trade	379,259.71	435,385.54	398,660.97	526,113.22	372,663.82	241,110.04	603,885.00	509,326.00	515,919.00	510,665.00

Should be included at \$1,500  
breakeven expenses

BOT Revenue \$136,550.00  
 BOT Expense \$509,326.00  
 Budget (net) \$372,776.00



## MEMORANDUM

**To:** Greg Switenky, CAO  
**From:** Steven Gerlitz, Asst. CAO  
**Date:** December 7, 2021  
**Re:** Stan Eichhorn & Jack Schultz – Stettler History Book – 7:35 p.m.

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Stan Eichhorn and Jack Schultz from the Stettler History Book will be in to address Council at 7:35pm. **It is noted that the Stettler History Book Committees application in the amount of \$10,000 under the Provincial Historical Grant was not successful.**

### Current Motion of Council – February 16, 2021

Motion 21:02:19 Moved by Councillor Fischer that the Town of Stettler make a financial contribution of \$10,000 which is matching to the grant funds applied for under the Provincial Historical Grant, to the Stettler History Book, with funding to come from the Culture Reserve Account in the 2021 Budget.

### Background Information

#### **Council – February 2, 2021**

Stan Eichhorn & Jack Schulze – Stettler History Book – 6:30p.m.

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

S. Eichhorn gave a brief history of the Stettler History Book Committee, which covers Stettler and the surrounding region. The Committee is working with 766 files, with more being submitted to date. There is one hired staff member and 10-12 volunteers working on the project, with more volunteers needed. S. Eichhorn advised that the Stettler History Book is seeking financial support in order to fund the printing and distribution of the book. The Stettler History Book is set to be printed through Kathy's Printing. The books will be printed as a set of two, and the Committee plans to print 1200 sets within a year at a cost of \$135-\$145 per set. S. Eichhorn and J. Schulze concluded by emphasizing the importance of the Stettler History Book for the community.

Motion 21:02:03 Moved by Councillor Campbell that the Town of Stettler Council accept the Stettler History Book presentation for information and forward the request for financial support to the February 9th Committee of the Whole Meeting.

#### **Committee of the Whole – February 9, 2021**

Assistant CAO S. Gerlitz advised that Stan Eichhorn and Jack Schulze presented a request for financial support to Town Council at the February 2nd, 2021 Council Meeting on behalf of the Stettler History Book. The book will be published in two volumes of approximately 700 pages each, and 1200 sets will be ordered at a cost of \$135-\$145 per set. The Stettler History Book Committee is respectfully requesting a donation, or an interim loan to be repaid with book sales. It was noted that the total budget for the History Book is \$217,000.

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

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

#### Recommendation to Council

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

#### Financial Implications

2021 Budget - \$10,000.00 (Culture Reserve Balance - \$128,203.17 (Dec 31, 2020))

#### Documentation

- Copy of Stettler History Book budget and background information

# MEMORANDUM

**To:** Greg Switenky, CAO  
**From:** Steven Gerlitz, Asst. CAO  
**Date:** December 7, 2021  
**Re:** Stettler Town and Country Museum – 2022 Budget

Recommendation

That the Town of Stettler Council accept the Stettler Town & Country Museum 2022 Budget as presented, and approve financial assistance for the Stettler Town & Country Museum in the amount of \$42,000 within the Town's 2022 Operating Budget

Background Information

We are in receipt of the Stettler Town and Country Museum 2022 Budget. The volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site.

Financial Implications

2022 Budget - \$42,000.00

Budget Highlights

Revenue

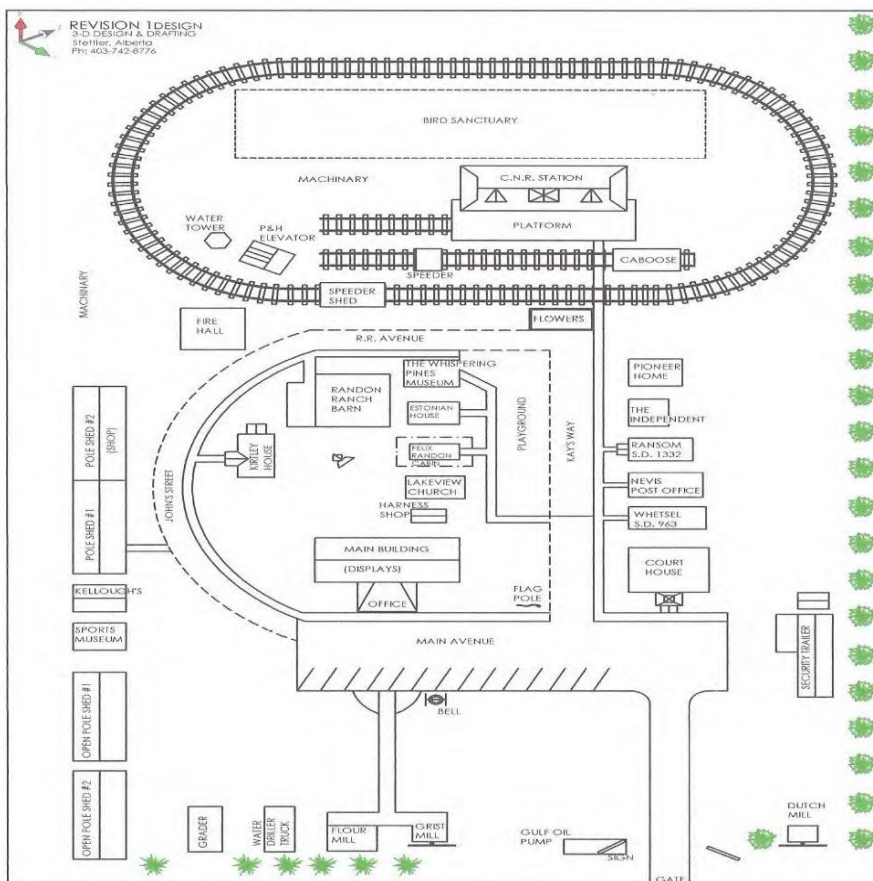
Town Requisition - \$8,000  
 County Requisition - \$8000  
 Casino - \$20,000

Expenses

Land purchase - \$15,000 (12 years)  
 Reserves – Adm Bld - \$10,000  
 Reserves – Equipment - \$2,000  
 Utilities - \$4,559 increase  
 Salaries - \$6,163 increase

Actual

2021 - \$34,000  
 2020 - \$34,000  
 2019 - \$34,000  
 2018 - \$34,000  
 2017 - \$32,000  
 2016 - \$30,000  
 2015 - \$28,000  
 2014 - \$26,000  
 2013 - \$24,000  
 2012 - \$22,000  
 2011 - \$20,000  
 2010 - \$18,000



Options

That the Town of Stettler Council approve financial assistance for the Stettler Town & Country Museum in the amount of \$\_\_\_\_\_ within the Town's 2022 Operating Budget

Documentation

- Copy of Stettler Town and Country Museum 2022 Budget and background information

To Whom It May Concern:

Stettler Town and Country Museum's goal is to attract visitors from all locales. Museum staff/volunteers work continuously to create an interesting facility for the community and visitors, while preserving the heritage of Stettler and area. In recent years, we have broadened our horizons, so to speak, to ensure the Museum is a long-lasting and adaptable fixture in the community. Visitors may be enticed to return after exposure to our holiday events or through attendance at nearby sports tournaments (particularly at the baseball diamonds) and vice versa.

The financial support of our municipalities, enriched with a continuum of part time staff and volunteers have made the Museum what it is today. Even with a pandemic, the visitors have not wavered but, in fact, increased. Our tourist base is primarily Albertan, many of whom come off the QE2 and "find a gem". As for Stettler's population, we are proud to meet new and returning visitors each year, even more so when we surpass prior expectations.

In the previous year, the Museum has achieved the following:

- Development of the Archive Room: purchased additional display to preserve original photos and smaller documents.
- Staff took advantage of the lack of summer events by redesigning and reorganizing seven display areas
- Successful fundraiser events
  - 2020 Light the Night – 51 participants, 1158 vehicles (\$14000)
  - 2021 Night of Terror at the Boo-seum – 1032 scared (\$10374.25)
- Awesome hard-working volunteers have maintained the yard - flowers, lawn, trees, and drainage.
- Partnered with community events/organizations – Alberta Culture Days, Library's Amazing race, and Rairdan Services
- A amazing volunteer group have successfully built windows/doors on our historical buildings.

Plans for 2022 follow similar parameters.

- Building maintenance to keep the artifacts secure from environmental changes and preserving as best as possible.
- Plans for new fundraising events and programing (pending on pandemic)
- Create accounts to reserve monies for long awaited projects.
  - Administration Building – Greeting area/offices/archive room/display area for art or seasonal/board room (Main building transitioned to accommodate more gifted artifacts)
  - Equipment - lawnmower
  - Eliminate safety issues – parking area, floor in pole #1
  - Storage for artifacts and fundraising decorations
  - A building designated to display the Steam Tractor

We invite everyone to visit the Stettler Town and Country Museum with pride.

**Stettler Town & Country Museum**

**Budget for the Year Ending November 30, 2021 (totals as of November 12, 2021)**

	Budget 2020	Actual 2020	Budget 2021	Actual 2021	Budget 2022
Grants	\$0	\$0	\$0	\$0	\$0
County of Stettler	\$34,000	\$30,000	\$34,000	\$30,000	\$42,000
Town of Stettler	\$34,000	\$34,000	\$34,000	\$34,000	\$42,000
Summer Staff Funding	\$20,000	\$16,159	\$20,000	\$19,370	\$20,000
Donations & Bequests Cash	\$5,000	\$4,920	\$5,000	\$17,011	\$5,000
Functions	\$15,000	\$20,177	\$15,000	\$17,322	\$15,000
Casino Fund Raiser	\$0	\$0	\$20,000	\$0	\$20,000
Interest	\$1,000	\$274	\$300	\$0	\$300
Memberships & Admissions	\$4,500	\$3,100	\$3,600	\$4,869	\$3,500
Rent	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
	<b><u>\$114,700</u></b>	<b><u>\$109,830</u></b>	<b><u>\$133,100</u></b>	<b><u>\$123,772</u></b>	<b><u>\$149,000</u></b>
<b>Expenditures</b>					
Advertising	\$1,000	\$1,245	\$1,000	\$2,004	\$1,000
Buildings, Grounds & Repairs	\$15,000	\$2,771	\$15,000	\$6,368	\$10,000
Insurance	\$4,100	\$4,460	\$5,000	\$5,266	\$5,500
Land Purchase	\$0	\$0	\$0	\$0	\$15,000
Office Cleaning & Sundry	\$5,000	\$3,218	\$5,000	\$2,960	\$5,000
Office Fixtures & Equip	\$2,000	\$840	\$4,000	\$498	\$4,000
New Construction	\$0	\$0	\$20,000	\$0	\$0
Reserve - Admin. Building	\$0	\$0	\$0	\$10,666	\$10,000
Reserve - Equipment					\$2,000
Utilities	\$8,000	\$7,994	\$8,500	\$5,441	\$10,000
Wages & Benefits	\$85,000	\$75,354	\$85,000	\$80,837	\$87,000
	<b><u>\$120,100</u></b>	<b><u>\$95,882</u></b>	<b><u>\$143,500</u></b>	<b><u>\$114,040</u></b>	<b><u>\$149,500</u></b>
<b>Surplus (Deficit) for Year</b>	<b><u>-\$5,400</u></b>	<b><u>\$13,948</u></b>	<b><u>-\$10,400</u></b>	<b><u>\$9,732</u></b>	<b><u>-\$500</u></b>

Casino date - March 8-9, 2022

Museum opened late for the season, June 14, 2021 due to pandemic restrictions.

Stettler Town & Country Museum

Budget for the Year Ending November 30, 2021

Notes:

As the Museum expands its property by 3 acres, an annual payment of \$15000 for the next 12 years will result in penalties to maintenance funds without a corresponding increase of monetary support.

	2020	2021	2022	2023	2024
County of Stettler	\$34,000	\$34,000	\$42,000	\$42,000	\$42,000
Town of Stettler	\$34,000	\$34,000	\$42,000	\$42,000	\$42,000

Remainder of \$50 000 estate donation, \$15 000 used for maintenance as required.

Estate donation of \$119 691, placed in nonredeemable GIC, may be used for down payment of County land purchase.

**Stettler Town & Country Museum**  
**5 year plan Budget 2022 - 2027**

**Building & Grounds**

Caboose - replace exterior/paint, exterior logo, interior repair	\$ 7,000
Pole Barn - Replace concrete floor	\$ 45,000
Courthouse - peeling walls and ceilings scraped and painted	\$ 5,000
Main Building (interior) - event heating	\$ 5,000
Grounds - gravel pads for machinery and pathways to machinery	\$ 5,000
Parking Lot	\$ 30,000
Total	<b><u>\$ 97,000</u></b>

**New Construction**

Administration Building	\$ 200,000
Steam Tractor Building	\$ 30,000
Total	<b><u>\$ 230,000</u></b>

**Office, Fixtures and Equipment**

Photocopier/Printer	\$ 2,000
Archive - Focusing Camera with stand	\$ 2,000
Total	<b><u>\$ 4,000</u></b>

**Wages**

2.5% increase for manager and curator	\$ 1,400
	<b><u>\$ 1,400</u></b>

**GRAND TOTAL**

**\$ 332,400**

## MEMORANDUM

**To:** Greg Switenky, CAO  
**From:** Lara Angus, Communications Officer  
**Date:** December 7, 2021  
**Re:** 2021 Year in Review

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Over the past few years, the term, “new normal” has become a popular buzzword used to describe our lives within the COVID-19 pandemic. This phrase seems particularly fitting for our organization as our team has adapted to the countless changes thrown their way with an ease and flexible attitude that almost makes our new reality feel like just that – normal. Without hesitation, our employees have embraced the new regulations that guide their day-to-day work, all while prioritizing the health and safety of their co-workers, members of the publics, and themselves. Our organization has always boasted a workplace culture that revolves around connection and compassion, and these values have proved evident this year. Throughout the obstacles and challenges of 2021, the Town of Stettler’s mission statement has remained at the forefront:

***“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.”***

Leadership and staff have acknowledged that the challenges that our organization has experienced internally in 2021 have undoubtedly been felt by our residents and business owners as well. In addition to our own continuing growth, staff have gone above and beyond to provide any possible support to our community’s recovery by empowering businesses, community groups and individuals. This pride in our community and a genuine desire to see everyone succeed is what makes Stettler a great place to ‘Live, Work and Play.’





## Leadership

If managing a municipality was not difficult enough on an average day, a worldwide health emergency certainly added weight and urgency to each decision made by the Town of Stettler. Throughout the year, Council proved their utmost dedication to our town with the care and thought that was put into every decision, initiative, and purchase. This resulted in fiscal choices that accounted for the financial strain caused by the pandemic, such as the 0% tax increase for residential and non-residential ratepayers, the deferral of the tax payment deadline, and the \$150 COVID-19 Relief Contribution issued to each business to assist with the cost of health and safety supplies. While accounting for responsible spending, Town Council and Administration cooperated to finalize Operating and Capital Budgets that included notable improvements and expansions to core infrastructure and recreation such as the Main Street Improvement and the second phase of the Stettler Skatepark. Council was also able to resume welcoming delegations to Council Meetings, which confirmed the sense of understanding and appreciation between Council and core community services.

It is important to note that 2021 was also an election year. Despite the adversity of the past few years, each member of Council made the conscious choice to run for municipal office out of pure commitment to their town and a desire to see it thrive. This is no small task, and certainly deserves recognition.



What sets the Town of Stettler apart from other organizations is the well-founded trust between Council and Administration. Throughout periods of difficult decision making, Senior Administrators were empowered to discuss challenges with Council and create solutions that best served ratepayers. Further, Administration was encouraged to create new and progressive initiatives that improved the quality of life in Stettler, including an original recreation opportunity in the skating oval, the creation of public eating spaces on Main Street, the facilitation of patios for local restaurants, and more. Members of Council also successfully navigated the CUPE negotiation process with Senior Administration, with all affected parties satisfied with the results. Through digital communication, socially distanced staff meetings and correspondence with Department Heads, employees were assured that Council and Senior Administration was mindful of their health and safety and the tension that COVID-19 had added to certain duties. This relationship continues to build morale between staff and leadership and makes the Town of Stettler an exemplary employer.

It would be easy to summarize 2021 as a year of adversity and hardship; however, looking at an overview of our organization's accomplishments tells a different story. This year alone and with the support of Town Council, the Town of Stettler introduced modern communication technology, executed a rebrand of the Stettler Recreation Centre, provided residents with first-class entertainment and recreation opportunities, maintained and improved upon our high-quality infrastructure, internally carried out a Municipal General Election through a pandemic, and found innovative ways to serve our business community.



With this in mind, Senior Administration is proud of the many achievements made throughout our entire organization in 2021, especially in light of the extenuating circumstances. A few of the many results achieved are mentioned below.

**Planning and Development**

As of November 1, 2021 we have issued just over \$6.6 million in total building permit values; this number is up from 2020 by approximately \$1.9 million.

During the course of 2021 we have been thrown many curve balls that required quick decisions and adaptation for our community. We recognize the challenges our local business have faced and when our local restaurants were met with new regulations regarding indoor dining we were quick to respond and expedite permits for outdoor dining spaces. Along with allowing businesses to expand into the outdoors in parking lots, on town property and even into our roads we also increased the number of available picnic tables and garbage receptacles around our downtown core.



The Town and County were successful in receiving a collaboration grant of \$200,000 for the review of the Intermunicipal Development Plan and a new Southeast Area Structure Plan. Although the timelines have been delayed, we are in early stages of the process with administration and our consultant, Dillon Consulting, in partnership with MPE Engineering. We expect public engagement to begin in the new year.

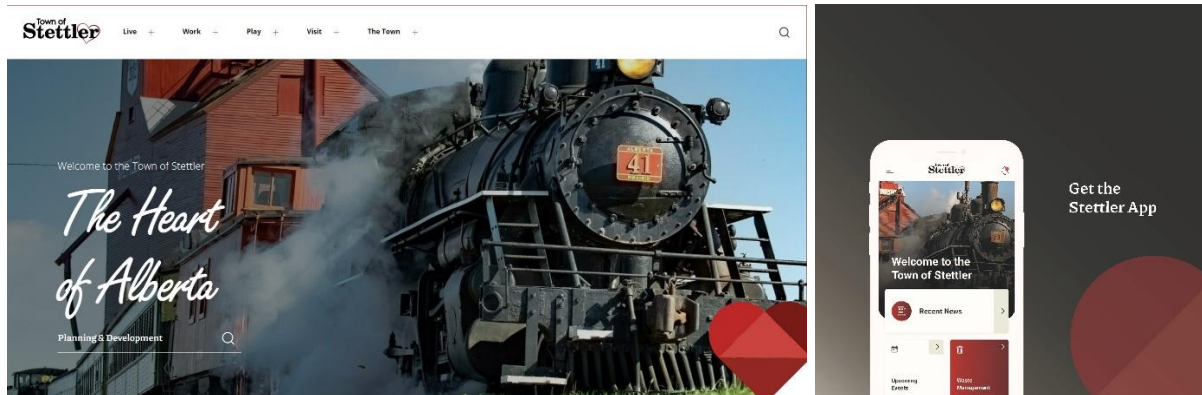
The Northwest Area Structure Plan (ASP) is in the draft phase; COVID-19 delayed our schedule and completion dates for this statutory document. However, we were able to hold successful landowner planning sessions and an open house with COVID-19 regulations in place, and we have one additional meeting to set with a primary landowner after which the Final Draft ASP and Bylaw will be presented to Council.

The Community Builders Committee successfully completed the first year of recognition, recognizing Pioneering in Recreation featuring Clark Burlingham, and Recreation in Building featuring Fred Colley. We hosted a well-attended unveiling of the monuments in September and we continue to see public engaging in this "untold" historic recognition by taking the time to visit the monuments and celebrate some of Stettler's history.



The Economic Development Committee has been busy throughout the course of 2021 with the completion of the Commercial Market Assessment and executing the Local Business Initiative for online presence using the catchphrase "Shop Online but Still Shop Local." Additionally, we drafted the proposed Tax Incentive Bylaws, amended our Lot Sale Policy to include a realtor incentive. We facilitated the construction of the new Highway 12 West Intersection with funding through multiple grant sources such as the Municipal Stimulus Program (MSP), Municipal Operating Support Transfer (MOST) Municipal Sustainability Initiative (MSI) and our internal funding sources of the Land Development Reserve Account. We continue to utilize our land for development mapping and have seen enormous success from the 2020 Housing Assessment as new housing developments come to fruition as a direct result.

Corporate Identity Committee has moved forward on a number of initiatives including the SRC Rebrand, the official launch of the new website and mobile app and continued monitoring of the Town's overall Corporate Identity and Communications.



The Downtown Action Committee continues to work within the master plan on continual monitoring of parking in our downtown including street parking and public parking lots. The Okoppe Parking Lot rehabilitation started, including new sidewalks and accesses as well as lighting. The parking curbs, landscaping and asphalt millings overlay are expected in 2022.

### **Land Sale and Lease**

Continued lease with Alberta Health Services for the A.E. Kennedy building with lease rates yielding \$1,859,788.75 over a ten-year term, expiring in 2023.

Cash Land Leases are secured with a revenue value of approximately \$17,000.00 annually until expiry in 2025.

### **Bylaw Enforcement**

We said farewell to our long time Officer Kevin Duval as he moved on to pursue a career with the RCMP and we welcomed our new Officer Peter Shields to the organization and our community. We have renewed the Alberta Contract for another 5-year term and look forward to continuing our partnership for bylaw enforcement.

Bylaw Enforcement for the year of 2021 has experienced a decrease in the reports and investigations of nuisance and unsightly property. Contributing factors to the decrease in the total numbers are COVID-19 as well as our change in officer.

### **Operations – Transportation, Water and Sewer**

As we continue to navigate our way through COVID-19, workdays now seem more normal. We know what to expect and what to do while working through COVID. We have all been touched by this pandemic and we have all had to adapt because of it. Remaining flexible and pivoting when necessary is still required to steer through this constantly changing situation to ensure the delivery of high quality essential core services.

Through this year we have been able to celebrate many successes and complete many projects and tasks. In addition to all of the regular routine maintenance and tasks completed in all departments, we also note the following highlights:

## Water Treatment Plant:

- Tyler Nelson is now a Level III Water Treatment Plant Operator. The Plant now has three Level III Operators and one Level II Operator who is in the process of studying to write their Level III Certification exam.
- A new fluoride meter was purchased , installed and operating well will accurate readings.
- New CL17's have been ordered to replace the plants current aged meters.
- The new actuators for the Low Lift Pumphouse Inlet Valves will be installed this month which should solve the spring breakup flooding issues.
- A new service water pump is on order. Once installed we will have the old pump rebuilt if possible so that we can keep on hand as an emergency backup for a critical one of pump.
- Worked the Alberta Government to have our Approval amended so that particle counts limits reporting will be taken out of the approval. At certain times of the year these limits were impossible to maintain as air bubbles would show up as particles and be counted driving us past our limits causing us to report violations.



## Transportation:

- Completed many asphalt repairs in-house
- Assisted with tree removal at the demolished Stettler motel
- Completed lots of ditch brushing
- Cleaned up two lots for outdoor patio's
- Road oil rep and cemetery roads
- Upgraded outdoor rink locations; we are looking forward to a great outdoor skating season
- Purchased a new tandem, sold the older model on consignment
- We bought a new municipal sidewalk tractor. COVID-19 brings challenges with supply, so we are still waiting it's arrival
- Once again, we picked a wonderful tree with the invaluable donated assistance of Heartland Industries got it removed and placed onto Main Street. A thank you to Dallas of the Parks department for his assistance with the decorating of it!



### Water/Wastewater

- Lagoon berm rehabilitation
- Microbiological treatment at lagoons/lift stations to control odor and sludge
- Completed the newly implemented lead control program by the province.
- Completed numerous hydrant, curb stop and service leak repairs. With the age of the town, it's not uncommon to see failing infrastructure and it requires quick action all while juggling regular work loads to get repairs completed.
- Worked with utility clerk and accounts receivable clerk to clear up many outstanding utility accounts and continue to work to prioritize water meter replacements in residences that are no longer capturing data.
- Worked with Alberta Environment on the renewal of our wastewater approval
- 



## Parks and Leisure Services

For Parks and Leisure Services, 2021 was highlighted by addressing the ever-changing challenges that COVID-19 created, which impacted utilization of the Stettler Recreation Centre throughout different parts of the year, executing on a number of programs that we were able to still offer during the pandemic, implementing a new recreation management software, and completing a number of facility enhancements and capital projects to enhance our resident and visitor experience. Here is an outline of 2021:

### Events

As a result of the pandemic, a number of events were unfortunately cancelled at various times of the year. However, the Parks and Leisure Services Department was still able to host and facilitate a number of events in the community. While we were forced to cancel events such as "Skate with Santa" and "Family Day", we successfully held a number of summer activities that both residents and visitors were able to enjoy. Events such as our annual Canada Day celebration fireworks and a total of nine (9) Entertainment in the Park events were held and slightly adjusted to ensure that they were safe and following AHS guidelines around public gatherings. All summer events were executed with no issues and weather was very cooperative, ensuring good community participation.



While the pandemic had a major impact on many winter and early spring events, summer time did bring about a lot of community activity. Stettler Minor Ball was able to once again host their female softball tournament from June 9-11, with roughly 40 teams from around Alberta attending in addition to the home teams. All ball parks were utilized throughout the weekend. From July 23-25, 2021 Stettler was host to three Alberta Softball Provincial events. U14, U16 and U19 were all held in Stettler and brought in 20 teams from across the province to participate. No other community hosted this number of events on the same weekend which was a true credit to the local organizers of the event. In early September, the annual "For Heaven's Sake" slow pitch tournament was held at both the

Stettler Sports Park and West Stettler Ball Diamonds. All three ball events brought a considerable amount of sports tourism back to the community and the energy from each could be felt around town - and not just at the campgrounds, hotels and restaurants. Staff took an active role in ensuring that the ball parks were in great shape considering a very dry and challenging summer for sports fields.

For the second year in a row, Stettler was declared a host site for Culture Days which ran from September 3-18. The event was attended by just over 1,000 people throughout the 15 days and was a partnership event between the Town, County, Museum, Library and Ag Society. Overall the event went very well with activities ranging from a cultural restaurant tour, an old-fashioned harvest experience along with various art workshops such as felting, cartoon and clay art. Feature weekend celebrations centered around our communities history of agriculture and the strong Estonian culture in and around the community.



### Programs/Services

COVID-19 continued to challenge the program and service offerings provided through the P & L Department. In saying that, staff found new and innovative ways to connect with our residents.

*Fitness Centre* – As with everything in 2021, the Fitness Centre was forced to juggle the ever-changing restrictions brought on by the pandemic. Over the past twelve months, the facility was closed, then 1 on 1 training was permitted, followed by solo training to where we are at today which is 1/3 capacity in the facility and group fitness classes operating under the Restrictions Exemption Program.

In the early part of 2021, Zoom classes were being offered through the fitness centre in addition to some 1 on 1 fitness training with our fitness supervisor. Five different online classes were offered that included 56 registrants. Once group fitness was permitted, programming was brought back to essentially normal service levels. Our programming has included 9 different sessions of 3 programs (Spin, Active Living and Any Age/Any Stage). A total of 320 registrants took part in the programs being offered.

Lastly, staff in the Fitness and Aquatics Centres teamed up to offer an indoor triathlon competition for our patrons. A total of 54 participants have signed up for the indoor triathlon training program which will run until the end of January when



the competition will officially take place.

*Aquatics Centre* - On the Aquatics side, 2021 started off with more restrictions leaving the full and part time staff to again pivot to what needs to be done during lockdown and work on necessary documentation. As we moved into March, it was announced that one-on-one training was permitted. This was a relief with our senior population who suffered from the lockdown and not being able to have some reprieve in the aquatic environment. We were able to bring back a few of the casual staff and offer structured swims where patrons had to book their time and space in order to visit. In late April, we pivoted yet again to allow more people into the facility. We were able to bring back the rest our casual guards, who during the pandemic had been laid off twice.

Being open for summer was a great relief for the pool but left us needing staff; ultimately we were able to train approximately 12 staff for us and surrounding communities. In July, we offered over 300 private swim lessons. This allowed people to get back to an almost normal routine and find out that it was safe to be in swim lessons again. In August the pool essentially moved into a regular lesson structure. July and August were busy months overall for the Aquatic Centre and staff were happy to see patrons engaged in the pool.

In September, the pool was restricted to 1/3 capacity and no group exercises as per AHS restrictions. Again, we pivoted and offered the group exercise program to fully vaccinated patrons as some were showing their cards days before the change. This showed us they wanted to keep swimming for their health and well being. Currently, we are basically running the Aquatic Centre as normal (before pandemic) with the regulations in place of masking and social distancing.

Aquatics programming staff are extremely happy to have people back in the facility, as are the patrons. For the most part we have ended the year running programming at the Aquatics and Fitness Centres with an almost normal schedule to that before the pandemic.



Arena's - Much like everything else, the SRC was essentially shut down at the beginning of the year. Minor Hockey and group activity was not permitted until mid-February, so the building was certainly more quiet than normal at that time of year. Hockey and figure skating were able to get back on the ice for practices only until the end of the season. Many teams made the decision not to participate, so usage was minimal overall.

Events such as the annual trade show and other activities were put on hold in the building as a result of the restrictions, until late summer when we were able to get the East Central Hockey School back into the building to kick off the hockey season. Since the first part of September activity in the building has essentially been normal, although the impacts of AHS restrictions forced the Stettler Lightning to take a one year leave of absence. Overall, we were fortunate to get the Stettler Imperial Senior Hockey Club's inaugural season kicked off operating under the Restrictions Exemption Program.

### Facilities

While the pandemic may have impacted the usage of our various facilities, it continued to create an opportunity for staff to continue enhanced maintenance and clean up that normally can't be done when either the SRC or sports fields are in full use.

In January, staff of both Public Works and Parks and Leisure Services identified a significant increase in outdoor ice usage as a result of the SRC being closed to the public. As a result, Public Works staff identified an opportunity to create a skating path that was built at the Lions Campground using the pavement of the first loop. Public Works created berms around the outer and inner portions of the pathway to hold water, then used the old fire truck to flood the pathway. Once the ice depth was at a satisfactory level, the Parks and Leisure Services Department took over maintenance duties and flooded the pathway using a Zamboni from the SRC. The pathway was a fantastic addition to our programming that we will look to build on in the coming years.



Major projects in the Stettler Recreation Centre over the past year included installation of new tube heaters in both the Red and Blue Arena's, in addition to continued facility maintenance that is completed on an on-going basis.

This year, through the Capital Budget, the department was able to purchase a turf aerator in addition to a new utility vehicle as part of our sports field turf enhancement program that started in 2021. The aerator will help to greatly improve the quality of the turf on our sports fields but can also benefit other parks and greens spaces in the community as well. In addition, our two West Stettler Ball Parks received new fencing at the back stops of each park and running up to each dug out.

The major facility enhancement project that was completed this past year was the expansion of the Stettler Skate Park. The expansion of the skate park saw a 225 m<sup>2</sup> skate bowl added to the east side of the existing park. Construction started mid July with the bowl being opened to the public in early September. The skate park continues to be a very well used play space for both resident and visitor youth in our community.



We were able to open up the Lion's Campground as per normal and overall the campground saw fairly normal numbers of campers over the summer. There were less long stays but with some key events and ball tournaments that took place in the community the campground was able to stay relatively busy.

### Recreation Administration

Staff continue to sit and work on various external committee's such as the Stettler Wellness Committee, which is currently working through a Healthy Communities Initiatives Grant focusing on volunteerism and its impacts on community connection, mental health, etc. Staff also met regularly throughout the year with Destination Stettler, establishing tourism opportunities within the community, the Heartland Beautification Committee, and Culture Days as previously noted.

In-person meetings were also held throughout the year with various key stakeholder groups to assist them with their programming opportunities based on AHS guidelines and also facility rules and guidelines established as a result of COVID-19. Groups included Senior Centre Drop-In Club, Swim Club, Minor Hockey, Figure Skating, Fun Hockey, Stettler Lightning and Stettler Imperials.

Our team quickly responded to help our neighbours when we temporarily sent our second zamboni to assist the Town of Drumheller when both of their units went down simultaneously.

## Stettler Regional Fire Department

### Operations

2021 has been an extremely busy year compared to others. By mid-October, the Department responded to 281 calls which included 18 structure fires, 73 grass and rubbish fires, 10 vehicle fires, 35 vehicle accidents, 38 medical assists, 2 rescues and numerous alarm calls to mention just a few.

There were many days where multiple calls came in at the same time and department resources had to be split to address the incidents. The heavy workload did require a lot of dedication by the firefighters that kept responding to calls, putting their personal lives on hold for the safety of the community. A couple of times we thought the breaking point was reached, but we were pleasantly surprised with the number of firefighters that kept responding at all hours of the day. We cannot say enough about the dedication of our members, they are first class!



*One of four fires on the same day*



*Deer rescue on the Town Lagoon*

## Pandemic

Fire department personnel complies with all directives set in motion by AHS. Firefighters are properly dressed when going to medical calls and masking while at the Station, in apparatus or on scene, as is the accepted norm. All apparatus, equipment and PPE are disinfected after each use.

## Training

The individual crews now train isolated from the other crews. This measure was taken to limit the possible exposure to COVID-19 cases in the department to just one crew rather than all. The positive side of this sort of training is that there is more one-on-one training resulting in a more effective transferal of knowledge with the end result being a more competent firefighter. The new approved outdoor training infrastructure is currently coordinated for installation at the Fire Hall.

## Fire Prevention

Firefighters visited the Stettler Elementary and Stettler Catholic School using the Safe House to teach children about fire prevention at home.



*Captain Troy Auton letting a student check out the weight of a helmet.*

## Charity and Volunteerism

This year, the fire department sold 50/50 tickets to raise money for one of our firefighters who was diagnosed with cancer. They also raised money through the Stair Climb and donated to the Calgary Wellspring Centre which offers programs and services, at no charge and without referral, to anyone with any type of cancer at any stage in their journey. Finally, Regional Fire Chief Mark Dennis was instrumental in helping to “quarterback” the installation of outdoor lights at the High School Field.

## Recruitment

We started with the recruitment process last October and had twelve recruits join us. A year later, we only have four of those recruits left. It is getting more and more difficult to find individuals that can commit to an organization like ours. It takes a lot of time and effort to be a firefighter next to your regular life. We are thankful for every volunteer that this department is built on.



## Staff Recognition:

### Historical Background:

As an important aspect of our overall Human Resources Strategy, Council has considered an annual recognition for all Town Staff over the past number of years, as follows:

2007	-	\$250 in local Heart of Alberta Dollars
2008	-	\$200 in local Heart of Alberta Dollars
2009	-	\$250 in local Heart of Alberta Dollars
2010	-	\$250 in local Heart of Alberta Dollars
2011	-	\$300 in local Heart of Alberta Dollars
2012	-	\$300 in local Heart of Alberta Dollars
2013	-	\$325 in local Heart of Alberta Dollars
2014	-	\$325 in local Heart of Alberta Dollars
2015	-	\$325 in local Heart of Alberta Dollars

2016	-	\$325 in local Heart of Alberta Dollars
2017	-	\$325 in local Heart of Alberta Dollars
2018	-	\$350 in local Heart of Alberta Dollars
2019	-	\$350 in local Heart of Alberta Dollars
2020	-	\$350 in local Heart of Alberta Dollars

The local “Heart of Alberta Dollars” are designed to facilitate shopping in Stettler. They can be used to make purchases at participating Stettler businesses as part of the Stettler Board of Trade’s ‘Shop Local’ campaign, which helps to encourage re-investment in our local economy.

## 2021 Perspective

Stettler has always been “**The Heart of Alberta**” and a great model of sustainability in rural Alberta. We are very lucky to live in a place where our Mission Statement means so much towards our daily lives.

Senior Administration is proud to empower all employees to make a difference each and every day in our workplace and community – because it matters. Great ideas continue to come from within our team, and the commitment and self-motivation towards excellence proves that organizational pride is strong. Whether it’s budgetary funding challenges, staff training and cross-training, recruitment and succession planning, complaints and concerns, or facility user restrictions, Council can rely on supportive multi-departmental collaboration to accomplish the many responsibilities we undertake to serve our citizens and visitors.

The Town of Stettler recognizes the importance of motivating, rewarding and developing employees. As such, this program has been developed to recognize individual and team efforts and to encourage employees to meet their full potential at the workplace. Employees are the Town’s most valuable asset and play a critical role in contributing to the attainment of the Town’s objectives and mission. Recognition can take many forms and all employees are encouraged to recognize co-workers and fellow employees for exceptional performance or significant contributions. Universal employee recognition benefits approved by Council are a positive tool for creating pride and job satisfaction within the entire organization, and Council’s consideration of this program is greatly appreciated.



TO: Greg Switenky  
CAO

DATE: November 25-2021

FROM: Steven Gerlitz  
Assistant CAO

**RE: 2021 BAD DEBT WRITE-OFFS GREATER THAN \$300.00**

**Policy VII-5 (b) Collection of and Write – off of Bad Debt Accounts**

Requires the Assistant CAO to present a Statement of the Bad Debt Write-offs to Town Council prior to December 31<sup>st</sup> of each year. Town Council is required to authorize the write-off accounts in excess of \$300.00. The Assistant CAO is also required to disclose the total dollar value of Bad Debts under \$300.00 that will be written off. Collection activity procedures will continue after an account has been written off.

<b>HISTORY:</b>	2018	2019	2020	2021	<b>2021 A/C's over \$300</b>	<b>2020 A/C's over \$300</b>	<b>2019 A/C's over \$300</b>	<b>2018 A/C's over \$300</b>
Utilities	\$11,184.81	\$5,178.10	\$6,103.26	\$15,935.87	<b>21</b>	<b>13</b>	<b>11</b>	<b>23</b>
Accounts Receivable				0	<b>0</b>			
Fire Calls A/R	\$2,047.66	\$3,382.50		\$5,479.73	<b>3</b>	<b>0</b>	<b>2</b>	<b>1</b>
Lions Campground	635.00			0	<b>0</b>			<b>2</b>
Taxes		\$1368.91		\$561.26	<b>1</b>	<b>0</b>	<b>2</b>	
Business Taxes				0	<b>0</b>			
Community Hall				0	<b>0</b>			
Recreation Fees				0	<b>0</b>			
<b>TOTALS</b>	<b>\$13,867.47</b>	<b>\$9,929.51</b>	<b>\$6103.26</b>	<b>\$ 21,976.86</b>	<b>25</b>	<b>13</b>	<b>15</b>	<b>26</b>

For 2021, \$15,935.87 should be expensed as bad debts in excess of \$300.00, which represents twenty-one (21) account.

As well, I have expensed ten (10) accounts under \$300.00 totaling \$1618.24 and expensed thirteen (13) inactive accounts with credit balances totaling (\$16.51).

Based on local 2021 utility revenues to date of approximately \$4,124,343.47 the Utility write-offs totaling \$18,115.37 represents 0.44% of revenues (2020 = 0.27%).

**RECOMMENDATION**

**That the Town of Stettler Council approve the 2021 Bad Debt Write-Off of twenty-five (25) accounts, each in excess of \$300, totaling \$21,976.86, and further acknowledges that an additional ten (10) accounts, each under \$300, totaling \$1618.24 and thirteen (13) credit balances totaling (\$16.51) will be written-off under Administration's authority.**



**TOWN OF STETTLER  
TAXES RECEIVABLE  
AS OF OCTOBER 29, 2021**

STATUS OF PROPERTY	2020 # OF PROPERTIES	2021 # OF PROPERTIES	CURRENT TAXES	ARREARS TAXES	TOTAL TAXES
Property under agreement	11	10	39,777.68	24,570.84	64,348.52
Property to be offered for sale in 2018	1	1	1,796.82	6,699.75	8,496.57
Property to be offered for sale in 2021	0	0	0.00	0.00	0.00
Property to be offered for sale in 2022	14	8	15,929.11	23,669.29	39,598.40
Installment Plan Property	897	894	459,971.84	0.00	459,971.84
All Other Property	<u>171</u>	<u>215</u>	<u>355,928.06</u>	<u>41,848.40</u>	<u>397,776.46</u>
Sub-total Property Taxes	1094	1115	873,403.51	96,788.28	970,191.79
Business Taxes	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL TAXES RECEIVABLE 2021</b>		<b>1115</b>	<b>\$873,403.51</b>	<b>\$96,788.28</b>	<b>\$970,191.79</b>
TOTAL TAXES RECEIVABLE 2020	1094		\$1,522,452.70	\$164,287.13	\$1,686,739.83

**PERCENTAGE OF CURRENT PROPERTY TAXES OUTSTANDING  
AS OF OCTOBER 29, 2021**

	<u>2020</u>	<u>2021</u>	
Current Taxes Outstanding	\$ 1,219,039.92	<b>\$873,403.51</b>	
Less Tax Payment Plan	459,971.84	<b>468,672.20</b>	
Less Annexed Property		0.00	
Net Current Taxes Outstanding	\$ 759,068.08	<b>\$ 404,731.31</b>	
Property Tax Levy	\$ 8,660,819.12	<b>\$ 8,814,032.09</b>	*includes Business Tax Levy \$6,300

**% of Current Taxes Receivable**

<b>2021=</b>	<b>4.59%</b>	Oct 29
2020=	8.76%	Oct 30
2019=	4.02%	Jul 31

Penalty Schedule

3% Penalty on Current Balance After 4:30 p.m. Oct 29, 2021  
 9% Penalty on Current Balance after 4:30p.m. Nov. 30 2021  
 12% Penalty on Total Balance After December 31, 2021

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

Net Balance at End of Previous Month	\$	10,119,827.37
ADD: General Receipts (summarized below)		1,487,318.48
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		7,678.65
Investments Matured		-
SUBTOTAL		11,614,824.50
LESS: General Disbursements		2,055,850.34
Payroll		282,002.20
Investments		-
Debenture Payments		156,134.22
Returned Cheques		575.68
Bank Charges		1,137.92
SUBTOTAL		2,495,700.36
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>9,119,124.14</b>

Balance at End of Month - Bank		9,159,003.57
ADD: Outstanding Deposits		613,765.94
LESS: Outstanding Cheques		653,645.37
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>9,119,124.14</b>

<u>INVESTMENTS:</u>		
US Bank Account		500,000.00
SUBTOTAL		500,000.00
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$</b>	<b>9,619,124.14</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 7th DAY OF November 2021

\_\_\_\_\_  
MAYOR

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

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	674,558
4	Utility	AR	310,870
5	ATCO	Franchise	60,962
6	Apex	Franchise	47,897
7	Lirbary	Salary Reversal	43,461
8	Gov't of AB	GST	32,407
9	Shirley McClellan	Water	72,213
10	Hwy 12/21	Water	66,760
11	Rochon	Fire Requisition	17,138
12	SVWS	Fire Requisition	44,661
13	Gov't of AB	FCSS	13,095
14	AE Kennedy	Rent	16,879
15	Other		86,417
16		Total	1,487,318

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

Net Balance at End of Previous Month	\$	9,119,124.14
ADD: General Receipts (summarized below)		5,118,056.89
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		4,865.30
Investments Matured		-
SUBTOTAL		14,242,046.33
LESS: General Disbursements		1,520,667.21
Payroll		280,086.19
Investments		-
Debenture Payments		-
Returned Cheques		371.04
Bank Charges		1,023.51
SUBTOTAL		1,802,147.95
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>12,439,898.38</b>
Balance at End of Month - Bank		11,634,554.74
ADD: Outstanding Deposits		916,785.83
LESS: Outstanding Cheques		111,442.19
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>12,439,898.38</b>
<b>INVESTMENTS:</b>		
US Bank Account		500,000.00
SUBTOTAL		500,000.00
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$</b>	<b>12,939,898.38</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 7th DAY OF November 2021

\_\_\_\_\_  
MAYOR

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

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	2,855,695
4	Utility	AR	237,669
5	ATCO	Franchise	58,560
6	Apex	Franchise	67,492
7	Active Net	RecCtr Payment	11,805
8	SRC	Summer Ice - Minor Hockey	12,550
9	Federal Gov't	MSI Cap	1,602,750
10	Lirbary	Salary Reversal	37,451
11	Library	Rent	10,500
12	Gov't of AB	GST	48,591
13	Hwy 12/21	Water	32,165
14	Gov't of AB	FCSS	13,095
15	AE Kennedy	Rent	16,879
16	Other		112,855
17		Total	5,118,057

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75860
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	75860	2021-11-22	\$44,716.40

Invoice Description	Invoice Number	Invoice Amount
Town Tax Remittance	PP23-21	\$35,635.16
Town Tax Remittance	PP23-21.	\$4,211.34
BOT Tax Remittance	PP23-21.BOT	\$2,575.08
Library Tax Remittance	PP23-21.LIBRAR	\$2,294.82
	Total Cheques	\$44,716.40

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75861
Cheque Date	First	Last		75894

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Adamson, Grham	75861	2021-11-26	\$37.01
-----			
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#122000.12 Cr Ba	2021.11.22	\$37.01	
-----			
Alberta Land Titles	75862	2021-11-26	\$110.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&D Discharges	2021.10.31	\$110.00	
-----			
Anderson, Beverly	75863	2021-11-26	\$28.54
-----			
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#140740.11 Cr Ba	2021.11.22	\$28.54	
-----			
ATCO Electric Ltd.	75864	2021-11-26	\$744.12
-----			
Invoice Description	Invoice Number	Invoice Amount	
Street Light Lamp Replacement	3011513	\$744.12	
-----			
Atlas Copco Compressors Canada	75865	2021-11-26	\$1,070.32
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Compressor Repair	1121018486	\$1,070.32	
-----			
Bridge, Jason	75866	2021-11-26	\$28.54
-----			
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#061935.03 Cr Ba	2021.11.22	\$28.54	
-----			
C. R. Glass Ltd.	75867	2021-11-26	\$3,663.45
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Install 3 insulated steel	2056	\$3,663.45	
-----			
Campbell, Al	75868	2021-11-26	\$188.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$188.00	
-----			
Canada Post Corporation	75869	2021-11-26	\$1,809.32
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Postage Penalty Letters	9800697316	\$194.17	
Water Bills Postage	9801588608	\$1,615.15	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CECO Poles & Structures Inc.	75870	2021-11-26	\$152.25
Invoice Description	Invoice Number	Invoice Amount	
Fire 500 Anchorrods GR 400W	17059	\$152.25	
Corspraying	75871	2021-11-26	\$357.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Sprayed Phase #1 & #2	21103	\$357.00	
Diverse Signs N Designs Inc.	75872	2021-11-26	\$928.38
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon & Weland Signs	8304	\$928.38	
Doupe, Lynn & Freida	75873	2021-11-26	\$57.90
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#061935.01 Cr Ba	2021.11.22	\$57.90	
Foot, Sherry	75874	2021-11-26	\$22.90
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#050570.15 Cr Ba	2021.11.22	\$22.90	
Gendre Construction Inc.	75875	2021-11-26	\$913.50
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Haul Packer to	3064	\$913.50	
Hammell, Cheyenne	75876	2021-11-26	\$51.49
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#095690.17 Cr Ba	2021.11.22	\$51.49	
Orpyx Medical Technologies Inc	75877	2021-11-26	\$1,252.50
Invoice Description	Invoice Number	Invoice Amount	
Admin Pandemic 40 Boxes Masks	PPE-2021-159	\$1,252.50	
Owens, Dustin	75878	2021-11-26	\$73.50
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#150935.04 Cr Ba	2021.11.22	\$73.50	
Patel, Priyanka	75879	2021-11-26	\$88.38
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#092260.38 Cr Ba	2021.11.22	\$88.38	
Peavey Mart	75880	2021-11-26	\$37.25
Invoice Description	Invoice Number	Invoice Amount	
Trans Hammer	2007558003	\$17.84	
Trans Rope	2002450003 86	\$19.41	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Plaetner, Lars	75881	2021-11-26	\$35.70
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#073260.10 Cr Ba	2021.11.22	\$35.70	
Roach, Kelsey	75882	2021-11-26	\$68.69
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#061210.09 Cr Ba	2021.11.22	\$68.69	
Rocky Mountain Equipment Canad	75883	2021-11-26	\$534.80
Invoice Description	Invoice Number	Invoice Amount	
Trans New Teeth for Bucket#36	P63230	\$534.80	
Schwartz Home Building Centre	75884	2021-11-26	\$99.84
Invoice Description	Invoice Number	Invoice Amount	
Trans Snowboard Plywood & Bit	806989	\$99.84	
Shirley McClellan Regional Wat	75885	2021-11-26	\$9,320.40
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn Jul/Aug/Sep Util	SMRWSC-001948	\$9,320.40	
Stanley Black & Decker Canada	75886	2021-11-26	\$1,323.32
Invoice Description	Invoice Number	Invoice Amount	
SRC Sliding Door Maintenance	0906374150	\$1,323.32	
Stettler & District Food Bank	75887	2021-11-26	\$47.61
Invoice Description	Invoice Number	Invoice Amount	
Town Donation	2021.11.22	\$21.71	
Town Donation	2021.11.22.2	\$25.90	
Stettler Muffler 2003 Ltd.	75888	2021-11-26	\$30.48
Invoice Description	Invoice Number	Invoice Amount	
Tran Pipe for chute Repair #39	9553	\$30.48	
Stingray Radio Inc.	75889	2021-11-26	\$56.50
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#130085.00	2021.11.22	\$56.50	
Sweere-Strome, Jessica	75890	2021-11-26	\$89.22
Invoice Description	Invoice Number	Invoice Amount	
Refund Util AC#070240.04 Cr Ba	2021.11.22	\$89.22	
Town of Stettler - Petty Cash	75891	2021-11-26	\$244.35
Invoice Description	Invoice Number	Invoice Amount	
Office Postage/Lotto	2021.11.23	\$244.35	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Walker, Shelly	75892	2021-11-26	\$126.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Refund Util AC#140980.04 Cr Ba		2021.11.22	\$126.00
-----			
Western Gym & Recreational Sup	75893	2021-11-26	\$1,492.05
-----			
Invoice Description		Invoice Number	Invoice Amount
SRC Score Clock Equip & Repair		12363.2	\$1,492.05
-----			
Woody's Automotive Ltd.	75894	2021-11-26	\$255.66
-----			
Invoice Description		Invoice Number	Invoice Amount
Shop 2 pairs of gloves		738381	\$83.98
Shop Supplies Towels		741590	\$41.23
Trans Brakes & ball joint #137		740473	\$130.45
-----			
		Total Cheques	\$25,338.97
=====			



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75895
Cheque Date	First	Last		75902

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canadian Hydrovac	75895	2021-12-03	\$100.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Deposit	2021.12.01	\$100.00	
-----			
Diverse Signs N Designs Inc.	75896	2021-12-03	\$97.01
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Covid Signage	8364	\$97.01	
-----			
ESRI Canada	75897	2021-12-03	\$1,071.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
GIS ArcGIS Desktop Basic	90180269	\$1,071.00	
-----			
Moir, Charles Garrett Scott	75898	2021-12-03	\$240.60
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Cr Bal	2021.12.02	\$240.60	
-----			
Ornamental Bronze Limited	75899	2021-12-03	\$548.10
-----			
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath w Vases	99455	\$548.10	
-----			
Orpyx Medical Technologies Inc	75900	2021-12-03	\$3,195.30
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L 40 boxes Medical Masks	PPE-2021-231	\$1,069.30	
P&L 80 boxes Medical Masks	PPE-2021-247	\$2,126.00	
-----			
Receiver General for Canada	75901	2021-12-03	\$47,035.69
-----			
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP24-21	\$35,296.12	
Town Tax Remittance	PP24-21.	\$6,589.56	
BOT Tax Remittance	PP24-21.BOT	\$2,838.55	
Library Tax Remittance	PP24-21.LIBRAR	\$2,311.46	
-----			
Stettler Independent	75902	2021-12-03	\$68.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Newspaper Subscription	2022.SRC	\$68.25	
-----			
Total Cheques			\$52,355.95
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number EFT0004069	EFT0004077
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Central Sharpening	EFT0004069	2021-11-23	\$63.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
SRC Sharpen Zamboni Blades	28920	\$63.00	
-----			
Cheri's Ultimate Cleaning Serv	EFT0004070	2021-11-23	\$3,288.05
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Dept/Study Election Cleaning	579819	\$220.50	
Town Shop Sep & Oct Janitor	579821	\$1,450.30	
Town Shop Aug Jaintor Service	579823	\$766.75	
Fire Jnt Hall Sep&Oct Janitor	579822	\$850.50	
-----			
Maxwell, Darin	EFT0004071	2021-11-23	\$248.79
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Wtr Trans CUPE Clothing Allow	2021.11.12	\$248.79	
-----			
McCallum, Neil	EFT0004072	2021-11-23	\$55.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Wtr Trans CUPE Clothing Allow	2021.11.12	\$55.80	
-----			
McCrindle, Sarah	EFT0004073	2021-11-23	\$118.17
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Roads CUPE Clothing Allowance	2021.11.15	\$118.17	
-----			
Municipal Property Consultants	EFT0004074	2021-11-23	\$6,800.85
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Nov 2021 Assessor	17151	\$6,800.85	
-----			
Northstar Trucking Ltd.	EFT0004075	2021-11-23	\$5,245.38
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Wtr Trns Clay for Lagoon Cells	321787	\$5,245.38	
-----			
Rider, Murray	EFT0004076	2021-11-23	\$250.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Roads CUPE Clothing Allowance	2021.11.15	\$250.00	
-----			
Tagish Engineering Ltd.	EFT0004077	2021-11-23	\$23,614.73
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
TS102 44th Ave Road Repairs	18926	\$7,016.97	
TS104 Hwy 12 West Intersection	18928	\$16,355.65	
TS103 44 St Lane Replacements	18927	\$242.11	

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

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			-----
	Total Cheques		\$39,684.77
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004078
Cheque Date	First	Last		EFT0004136

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0004078	2021-11-30	\$602.67
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
P&L Apple iPhone B.Robbins	STTLRIN8566	\$602.67	
-----			
Acklands - Grainger Inc.	EFT0004079	2021-11-30	\$189.93
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Pool Facility Janitor Supplies	99079297868	\$189.93	
-----			
Action Plumbing & Excavating	EFT0004080	2021-11-30	\$510.11
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Sewer Aspirator Attachment Fit	I029044	\$151.50	
Water Aspirator Fittings	I029155	\$160.99	
SRC Replace Flange & Fixture	W36572	\$157.72	
Pool Facility Brass Rubber Tri	I029052	\$39.90	
-----			
Angus, Lara	EFT0004081	2021-11-30	\$492.33
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Admin AUMA Convention Edmonton	2021.11.19	\$492.33	
-----			
APEX Supplementary Pension Pla	EFT0004082	2021-11-30	\$403.20
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Supplementary Pension Plan Tr	PP23-21	\$403.20	
-----			
Bagshaw Electric Ltd.	EFT0004083	2021-11-30	\$1,226.03
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Water Gen Set Battery	W12196	\$117.34	
Water Replace float in wetwell	W12197	\$117.34	
SRC 4 LED Lamps	IC028652	\$35.66	
SRC 2 T12 Lamps	IC028826	\$7.96	
SRC Arena Bypass the Bells	W12195	\$78.23	
SRC Zamboni Propane	IC028018	\$247.54	
Com Hall Annual Fire Alarm Ins	W12205	\$183.75	
Fire Joint 4 LED Tubes	IC028654	\$92.40	
Fire Joint 50 T5 Lamps/2 Lamps	IC028923	\$345.81	
-----			
Baker, Kurt	EFT0004084	2021-11-30	\$1,230.61
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Council AUMA Convention	2021.11.19	\$1,230.61	
-----			
Barros, Cheryl	EFT0004085	2021-11-30	\$922.81
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Council AUMA Convention Edmont	2021.11.19	\$922.81	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bhimani, Akbar	EFT0004086	2021-11-30	\$139.42
-----			
Invoice Description	Invoice Number	Invoice Amount	
A/P - LAP Pension Plan	2020 LAPP	\$139.42	
=====			
Black Press Group Ltd.	EFT0004087	2021-11-30	\$2,129.98
-----			
Invoice Description	Invoice Number	Invoice Amount	
Depart-Study/Election Advertis	34164620	\$2,129.98	
=====			
Border Paving Ltd.	EFT0004088	2021-11-30	\$4,033.39
-----			
Invoice Description	Invoice Number	Invoice Amount	
Roads Hot Mix Asphalt	70605	\$1,022.24	
Roads Hot Mix Asphalt	70625	\$975.49	
Roads Hot Mix Asphalt	70680	\$1,149.25	
Roads Hot Mix Asphalt	70779	\$886.41	
=====			
Bounty Onsite Inc.	EFT0004089	2021-11-30	\$3,900.37
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Janitor supplies	001-118419	\$218.36	
Shop Janitor Supplies	001-117929	\$278.64	
Water RV Antifreeze Hydrants	001-118053	\$312.63	
Water Grease for Hydrants	001-118333	\$191.91	
Water Nitrile Gloves	001-117852	\$58.17	
Water 12 Gaskets for pumps	001-118131	\$100.04	
P&L 24 AA Batteries	001-117839	\$14.01	
P&L Sanitizer & Batteries	001-118450	\$429.67	
SRC Janitor Supplies	001-118501	\$256.77	
SRC Janitor Supplies	001-118620	\$227.81	
SRC Janitor Supplies	001-118686	\$834.54	
SRC Janitor Supplies	001-118031	\$833.08	
Comm Hall AHU Filter	001-118207	\$74.90	
Comm Hall Air Filter	001-118332	\$69.84	
=====			
Canadian Red Cross	EFT0004090	2021-11-30	\$686.28
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool 30 First Aid & CPR Manual	CRC-392883	\$231.53	
Pool Certification Fee C.Auton	CRC-396606	\$156.00	
Pool 4 Emergency First Aid/Cer	CRC-399891	\$80.00	
Pool 10 First Aid & CPR Manual	CRC-405275	\$78.75	
Pool Certification Fee	CRC-40411	\$140.00	
=====			
Canadian Union of Public Emplo	EFT0004091	2021-11-30	\$605.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP23-21	\$605.00	
=====			
Canoe Procurement Group of Can	EFT0004092	2021-11-30	\$12,584.26
-----			
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Equipment Gas Oil	PF-9696-94615	\$9,539.93	
Trans Snap Ring & Washers #36	AB079202	\$94.25	
WTP New TPMS Sensors #151	AB081489	\$461.61	
Trans Wheel Alignment #137	AB081872	\$127.58	
Trans 12 Stop Signs/2 Barricad	AB082087	\$625.17	
Trans Water Pump & Gaskets#181	AB082353	\$462.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Pool iMop repairs parts	AB080394		\$479.75
Parks/Trans/Water 15W40 Oil	PF-9739-94953		\$793.22
Caro Analytical Services	EFT0004093	2021-11-30	\$1,209.08
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2122761	\$181.65	
WTP Water Analysis	IC2122973	\$282.45	
WTP Water Analysis	IC2123089	\$744.98	
ClearTech Industries Inc.	EFT0004094	2021-11-30	\$5,270.85
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals& Container Dep	INV1000817	\$3,631.17	
WTP Chemicals & Container Dep	INV1003147	\$2,500.68	
Clearview Public Schools	EFT0004095	2021-11-30	\$1,872.24
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Oct Expenses	6472	\$1,872.24	
Commercial Truck Equipment Cor	EFT0004096	2021-11-30	\$567.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Panther Remote Intercom R	CA-0004611627	\$567.00	
Contact Safety Service Ltd.	EFT0004097	2021-11-30	\$6,412.07
Invoice Description	Invoice Number	Invoice Amount	
Fire Annual Fire Extinguishers	11348	\$217.88	
Fire Vehicle Fire Extinguisher	11349	\$304.87	
Shop Fire Extinguisher Inspect	11342	\$1,422.23	
Shop Fire Extinguishers Inspec	11346	\$670.43	
WTP Calibrate Monitor	11291	\$68.25	
WTP Annual Breathing Apparatus	11297	\$810.34	
WTP Fire Extinguisher Inspecti	11345	\$515.66	
Wtr Trsf Stn Fire Extinguisher	11347	\$250.95	
Water Lift Stn Fire Extinguish	11343	\$322.61	
Bus Garage Fire Extinguisher I	11344	\$89.25	
Health Unit Fire Extinguishers	11341	\$212.36	
Library Fire Extinguisher Insp	11310	\$57.23	
SRC Fire Extinguishers Inspect	11312	\$771.75	
Pool Fire Extinguisher Inspect	11311	\$127.58	
Pool Flow Test Breathing Apar	11351	\$159.60	
Com Hall Fire Extinguisher Ins	11313	\$411.08	
Dean's Machine Inc.	EFT0004098	2021-11-30	\$52.50
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Fix 2 Water Valve	45458	\$52.50	
Fischer, Malcolm	EFT0004099	2021-11-30	\$188.00
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention	2021.11.19	\$188.00	
Gateway Mechanical Services In	EFT0004100	2021-11-30	\$1,430.10
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Service Ice Plant&Ammonia	666883		\$1,430.10
Gerlitz, Steven	EFT0004101	2021-11-30	\$3,883.27
Invoice Description	Invoice Number	Invoice Amount	
Admin AUMA Convention Edmonton	2021.11.19	\$3,883.27	
Graham, Leann	EFT0004102	2021-11-30	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Travel to & From AUMA	2021.11.22	\$200.00	
GT Hydraulic & Bearing	EFT0004103	2021-11-30	\$4,385.40
Invoice Description	Invoice Number	Invoice Amount	
Fire Engine #6 CVIP	999-026620	\$843.24	
Shop Zipties, Fuel Conditioner	000-362762	\$2,377.69	
Trans/Water/Park Assort Filter	000-362936	\$148.80	
WTP Hoses & Fittings	000-363628	\$183.31	
Water CVIP Inspection #26	999-026538	\$832.36	
Guillevin International Co.	EFT0004104	2021-11-30	\$162.57
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 9 P100's Cartridges	0407-486105	\$162.57	
Heartland Auto Supply	EFT0004105	2021-11-30	\$977.77
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Paddle Handle&2 Doo	001-494725	\$98.94	
Fire Joint 14 Cans Spray Paint	001-494829	\$94.75	
Shop Stainless Steel Bolts	001-494943	\$3.72	
Shop Drill Bits & Wrenches	001-495115	\$583.48	
WTP Deer Alarm unit #151	001-494055	\$19.59	
Water Step Keystock	001-495849	\$15.17	
Water Grease Nipples & Connect	001-495953	\$162.12	
Heartland Glass Ltd.	EFT0004106	2021-11-30	\$145.95
Invoice Description	Invoice Number	Invoice Amount	
Park 6 Padlocks	106867	\$145.95	
Hi Way 9 Express Ltd.	EFT0004107	2021-11-30	\$54.64
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Freight from Com Tr	12386094	\$54.64	
Stettler Home Hardware	EFT0004108	2021-11-30	\$337.25
Invoice Description	Invoice Number	Invoice Amount	
Office 3 water refills	126864	\$15.75	
P&L 2 Canada & 1 Alberta Flags	126648	\$138.57	
Trans 2 water refills/cat food	126660	\$30.59	
Office Watch Battery	126676	\$6.29	
Parks 3 Canada Flags	126703	\$113.37	
Office 2 containers of cleaner	126807	\$9.43	
Trans 2 water refills	126828	\$7.50	
Office 3 water refills	126605	\$15.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Howe, Kelly	EFT0004109	2021-11-30	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
WTP CUPE Clothing Allowance	2021.11.16	\$250.00	
Hymers, Kim	EFT0004110	2021-11-30	\$1,465.07
Invoice Description	Invoice Number	Invoice Amount	
A/P - LAP Pension Plan	2020 LAPP	\$1,465.07	
i. d. Apparel	EFT0004111	2021-11-30	\$6,067.58
Invoice Description	Invoice Number	Invoice Amount	
Pool 73 Misc Uniforms	105913	\$1,149.75	
Pool 11-Staff Jackets 76 Unif	105914	\$4,917.83	
IJD Inspections Ltd.	EFT0004112	2021-11-30	\$100.03
Invoice Description	Invoice Number	Invoice Amount	
P&D Building Permits & Inspect	ST2021-10	\$100.03	
Joe Johnson Equipment	EFT0004113	2021-11-30	\$2,160.77
Invoice Description	Invoice Number	Invoice Amount	
Street Clean Brooms for #6	P38081	\$2,160.77	
KaizenLAB Inc.	EFT0004114	2021-11-30	\$456.12
Invoice Description	Invoice Number	Invoice Amount	
WTP Lagoon Sampling	INV0065265	\$456.12	
Keiths Refrigeration	EFT0004115	2021-11-30	\$1,560.44
Invoice Description	Invoice Number	Invoice Amount	
WTP Compressor Repair	21218	\$462.00	
SRC RTU Transformer	21224	\$1,098.44	
Lawlor, Gord	EFT0004116	2021-11-30	\$1,038.11
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$1,038.11	
McQuay, Grant	EFT0004117	2021-11-30	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Water CUPE Clothing Allowance	2021.11.18	\$250.00	
Meridian OneCap Credit Corp	EFT0004118	2021-11-30	\$806.40
Invoice Description	Invoice Number	Invoice Amount	
P&L Sep/Oct/Nov Copier Lease	211201 454801	\$806.40	
Mutual Propane Ltd.	EFT0004119	2021-11-30	\$1,635.38
Invoice Description	Invoice Number	Invoice Amount	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Sewer Propane for Pump Shack	A-001248		\$1,635.38
New West Freightliner	EFT0004120	2021-11-30	\$142.90
Invoice Description	Invoice Number	Invoice Amount	
Trans New shocks unit #1	X108013100:01	\$142.90	
Nolls, Sean	EFT0004121	2021-11-30	\$290.10
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$290.10	
OK Tire Stettler	EFT0004122	2021-11-30	\$60.85
Invoice Description	Invoice Number	Invoice Amount	
Trans Tire repair unit #6	IN080073	\$60.85	
Pfeiffer, Scott	EFT0004123	2021-11-30	\$1,004.41
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$1,004.41	
Randell, Travis	EFT0004124	2021-11-30	\$1,012.51
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$1,012.51	
Smith, Wayne	EFT0004125	2021-11-30	\$1,208.31
Invoice Description	Invoice Number	Invoice Amount	
Council AUMA Convention Edmont	2021.11.19	\$1,208.31	
The Soap Stop	EFT0004126	2021-11-30	\$277.20
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	477320	\$277.20	
Somerville, Andrew	EFT0004127	2021-11-30	\$30.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Travel out to WTP	2021.11.23	\$30.00	
Stettler Agri-Centre	EFT0004128	2021-11-30	\$49.83
Invoice Description	Invoice Number	Invoice Amount	
Trans Snap Rings unit #36	15912S	\$33.22	
Trans Snap Rings unit #36	15913S	\$16.61	
Stettler Building Supplies Ltd	EFT0004129	2021-11-30	\$503.92
Invoice Description	Invoice Number	Invoice Amount	
Trans 2 boards for truck box	AG2587	\$125.98	
Trans 6 Posts to block off lan	AG2139	\$377.94	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Electric Inc.	EFT0004130	2021-11-30	\$1,115.94
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Trench Power for light po	4015	\$1,115.94	
-----			
Switenky, Greg	EFT0004131	2021-11-30	\$188.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin AUMA Convention Edmonton	2021.11.19	\$188.00	
-----			
Uptown Office Supply Ltd.	EFT0004132	2021-11-30	\$563.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	2189B	\$31.71	
Office Stationery	2218B	\$68.99	
Dept Study/Election Supplies	2231B	\$47.41	
P&L case of copy paper	2261B	\$52.45	
P&L Lamanating Sleeves	2315B	\$29.36	
P&D and Eng Admin Planners	2336B	\$270.92	
Office & P&D Stationery	2388B	\$62.41	
-----			
Varghese, Cyril	EFT0004133	2021-11-30	\$202.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.11.18	\$202.75	
-----			
Stettler Vet Clinic	EFT0004134	2021-11-30	\$140.11
-----			
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Oct Vet Clinic Fees	798054	\$105.09	
Bylaw Oct Vet Clinic Fees	798096	\$17.51	
Bylaw Oct Vet Clinic Fees	798281	\$17.51	
-----			
Wet Water Industries Ltd.	EFT0004135	2021-11-30	\$252.66
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Add Salt into Brine	AR34039	\$175.77	
Fire Joint Dec Wtr Treat Equip	AR34520	\$76.89	
-----			
Yost, Dustin & Maria Cristine	EFT0004136	2021-11-30	\$1,800.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Nov Hall Janitor	2021.11.01	\$1,800.00	
-----			
Total Cheques			\$81,437.72
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004137
Cheque Date	First	Last		EFT0004152

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0004137	2021-12-07	\$403.20
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Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tru	PP24-21	\$403.20	
-----			
Barnes, Roger	EFT0004138	2021-12-07	\$25.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Dec Phone Allowance	2021.12.01	\$25.00	
-----			
Canadian Union of Public Empl	EFT0004139	2021-12-07	\$577.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP24-21	\$577.50	
-----			
Central Sharpening	EFT0004140	2021-12-07	\$262.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Sharpen Zamboni Blade	28967	\$110.25	
SRC Sharpen Zamboni Blades	29033	\$152.25	
-----			
CentralSquare Canada Software	EFT0004141	2021-12-07	\$472.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin Technical Training	337651	\$472.50	
-----			
Chemical International	EFT0004142	2021-12-07	\$919.01
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Covid & Janitor Supplies	111620	\$919.01	
-----			
Dahl, Steven	EFT0004143	2021-12-07	\$50.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Dec Tool Allowance	2021.12.01	\$50.00	
-----			
Dodd, Sonia	EFT0004144	2021-12-07	\$25.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Dec Phone Allowance	2021.12.01	\$25.00	
-----			
Gerlitz, Steven	EFT0004145	2021-12-07	\$100.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Trvl & Phone	2021.12.01	\$100.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Graham, Leann	EFT0004146	2021-12-07	\$175.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&D Dec Travel & Phone Allowan	2021.12.01	\$175.00	
-----			
QM Contracting	EFT0004147	2021-12-07	\$1,575.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Nov Water Meter Reader	931390	\$1,575.00	
-----			
Receiver General for Canada	EFT0004148	2021-12-07	\$271,803.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
RCMP 2nd Qtr billing Jul-Sep21	7003718	\$271,803.00	
-----			
Robbins, Brad	EFT0004149	2021-12-07	\$100.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Dec Travel Allowance	2021.12.01	\$100.00	
-----			
The Soap Stop	EFT0004150	2021-12-07	\$202.52
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	478170	\$202.52	
-----			
Stormoen, Angela	EFT0004151	2021-12-07	\$150.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&D Dec Travel Allowance	2021.12.01	\$150.00	
-----			
Switenky, Greg	EFT0004152	2021-12-07	\$370.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Trvl & Phone	2021.12.01	\$370.00	
-----			
Total Cheques			\$277,210.23
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000472
Cheque Date	First	Last		ONL000480

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000472	2021-11-26	\$19,350.79

Invoice Description	Invoice Number	Invoice Amount
Office Joint Oct Gas Bill	202110-3693	\$796.99
Fire Joint Oct Gas Bill	202110-3687	\$402.60
Town Shop Oct Gas Bill	202110-3694	\$254.73
Airport Oct Gas Bill	202110-3686	\$126.91
WTP Oct Gas Bill	202110-3689	\$3,986.44
Water Trans Oct Gas Bill	202110-3684	\$141.84
Sewer 1 Oct Gas Bill	202110-3685	\$171.05
Sewer 2 Oct Gas Bill	202110-3692	\$111.99
SRC & Pool Oct Gas Bill	202110-3691	\$12,715.21
Comm Hall Oct Gas Bill	202110-3690	\$340.48
Parks Lions Oct Gas Bill	202110-3688	\$103.64
Gear Up Oct Gas Bill	202110-3679	\$198.91

Corporate Payment Systems	ONL000473	2021-11-26	\$15,817.87
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Invoice Description	Invoice Number	Invoice Amount
BOT Corp Visa	2021.11.05.BOT	\$174.51
BOT Corp Visa	2021.11.05.BOT	\$204.21
Sewer Asset Management/Matting	2021.11.05.149	\$2,015.95
P&D Register for Bill 46 MGA	2021.11.05.164	\$183.75
P&L ARPA Conference/SRC Keys	2021.11.05.312	\$2,775.26
Parks Safety Courses/SRC Train	2021.11.05.343	\$472.44
GIS Microsoft Office Yearly Su	2021.11.05.425	\$382.83
Admin Workplace Harassment Cou	2021.11.05.492	\$304.56
Shop Janitor Supplies/Courses	2021.11.05.727	\$220.48
Shop Shipping/Position Sensor#	2021.11.05.623	\$222.53
Pool Hearing Test Sound Booth	2021.11.05.762	\$531.41
Department Study/Election Supp	2021.11.05.767	\$403.00
Fitness Area Special Event Mat	2021.11.05.768	\$341.37
WTP Test Weights/Batteries/Con	2021.11.05.832	\$835.94
Fitness Area Janitor Supplies/	2021.11.05.981	\$228.21
Eng Admin Autocad 3 yr License	2021.11.05.763	\$4,503.75
Fire Travel & Subsistence Meal	2021.11.05.655	\$121.36
Fire Joint Block Heater Cord/P	2021.11.05.292	\$1,896.31

Poulin's Professional Pest Con	ONL000474	2021-11-26	\$354.94
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Invoice Description	Invoice Number	Invoice Amount
WTP Monthly Pest Control	1418273	\$198.45
SRC Monthly Pest Control	1418157	\$156.49

Rogers	ONL000475	2021-11-26	\$170.10
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Invoice Description	Invoice Number	Invoice Amount
Fire Jnt 11.19-12.18 Data Plan	2397941803	\$170.10

Shaw Cable	ONL000476	2021-11-26	\$73.50
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Invoice Description	Invoice Number	Invoice Amount
Com. Hall WiFi 12.17to01.16.22	2021.11.17 101	\$73.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shaw Cable	ONL000477	2021-11-26	\$288.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC WiFi 12.15 to 01.14.22	2021.11.15	\$288.75	
-----			
Shaw Cablesystems GP	ONL000478	2021-11-26	\$109.15
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fitness Area Dec Cable TV	2021.11.01	\$109.15	
-----			
United Farmers of Alberta	ONL000479	2021-11-26	\$951.78
-----			
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal 50 Steel Posts	SOINV2534634	\$472.03	
Cemetery Paklock Bolt	SOINV2508075	\$33.58	
Water Shoring replacement part	SOINV2482389	\$55.63	
Water Util Door Pull Aeration	SOINV2487195	\$12.58	
Water Straps for Dig Trailer	SOINV2562478	\$33.59	
Water Water Pump Transfer 2"	SOINV2567423	\$344.37	
-----			
Workers' Compensation Board -	ONL000480	2021-11-26	\$6,091.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
WCB 5th 2021 Installment	25167645	\$6,091.00	
-----			
Total Cheques			\$43,207.88
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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000481
Cheque Date	First	Last		ONL000483

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000481	2021-12-03	\$10.31
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Office Interest on OS Balance		202110-3693.2	\$7.57
Shop Interest on Outstanding		202110-3694.2	\$1.50
Office Interest on Outstanding		202110.3679.2	\$1.24
=====			
Telus Communications	ONL000482	2021-12-03	\$3,024.32
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Telus Nov 22 to Dec 21		2021.11.23	\$3,024.32
=====			
Telus Mobility Inc.	ONL000483	2021-12-03	\$1,186.61
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Telus Mobility		2021.11.21	\$1,186.61
			-----
		Total Cheques	\$4,221.24
			=====

**MINUTES OF THE STETTLER DISTRICT AMBULANCE ASSOCIATION REGULAR AND ORGANIZATIONAL MEETING HELD ON MONDAY, NOVEMBER 15, 2021 COMMENCING AT 10:05 A.M. IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA AND VIA TELECONFERENCE.**

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**PRESENT:** Dave Grover, County of Stettler Councillor (Chairperson)  
Justin Stevens, County of Stettler Councillor  
Gord Lawlor, Town of Stettler Councillor (Vice Chairperson)  
Sean Nolls, Town of Stettler Councillor  
Blaine Brinson, Summer Village of Rochon Sands  
Ed Waugh, Summer Village of White Sands  
Amber Hoogenberg, Village of Big Valley

**Other:** Linda Borg, Shift Supervisor  
Yvette Cassidy, Chief Administrative Officer  
Andrew Brysiuk, Director of Municipal Services  
Christa Cornelssen, Director of Corporate Services  
Marlene Hanson, Executive Assistant

**ABSENT:** Village of Donalda Representative  
Greg Switenky, Town of Stettler CAO

**CALL TO ORDER**

The meeting was called to order at 10:05 a.m. on Monday, November 15, 2021 by Chairperson Gord Lawlor.

**AGENDA ADDITIONS AND APPROVAL**

**48.11.15.21 Moved by Sean Nolls**  
"that the November 24, 2021 Stettler District Ambulance Association Meeting agenda be approved as presented." Carried Unanimously

**MINUTE APPROVAL**

**49.11.15.21 Moved by Blaine Brinson**  
"that the September 20, 2021 Stettler District Ambulance Association Meeting Minutes be approved as presented." Carried Unanimously

**ORGANIZATIONAL ITEMS**

**Election of Chairperson (County):**

Gord Lawlor called for nominations of Chairperson.  
Gord Lawlor nominated Dave Grover.  
Gord Lawlor called for nominations a second time.  
Gord Lawlor called for nominations a third and final time.

**50.11.15.21 Moved by Sean Nolls**  
"to appoint Dave Grover as Chairperson of the Stettler District Ambulance Association." Carried Unanimously

**Election of Vice Chairperson (Town):**

Gord Lawlor called for nominations of Vice Chairperson.  
Sean Nolls nominated Gord Lawlor.  
Gord Lawlor called for nominations a second time.  
Gord Lawlor called for nominations a third and final time.

**51.11.15.21 Moved by Dave Grover**  
"to appoint Gord Lawlor as Vice Chairperson of the Stettler District Ambulance Association." Carried Unanimously



Appointment of Chief Administrative Officer:

52.11.15.21

**Moved by Ed Waugh**

"that Yvette Cassidy be appointed as Chief Administrative Officer for the Stettler District Ambulance Association."

Carried Unanimously

Signing Authority:

53.11.15.21

**Moved by Blaine Brinson**

"that Stettler District Ambulance Association's Signing Authority be the Chairperson, Vice Chairperson, Appointed Representative Justin Stevens or Appointed Representative Sean Nolls; together with SDAA Chief Administrative Officer Yvette Cassidy or Director of Municipal Services Andrew Brysiuk."

Carried Unanimously

Christa Cornelssen left the meeting at 10:15 a.m.

**DELEGATIONS**

None

**BUSINESS ARISING FROM THE MINUTES**

None

**NEW BUSINESS**

Human Resources Policy 4.32 - Health Professions Act Mandatory Reporting to Alberta College of Paramedics:

54.11.15.21

**Moved by Ed Waugh**

"that the Stettler District Ambulance Association Board adopt the Stettler District Ambulance Association Policy and Procedure Manual's Human Resources Policy 4.32 – Health Professionals Act Mandatory Reporting to Alberta College of Paramedics, as presented."

Carried Unanimously

Patient or Family Advocate:

- It was noted that the SDAA would be responsible for covering the per diem and mileage expenses for the Member-at-Large.
- It was suggested to have this person appointed for a four-year term.
- It was noted that the position will be advertised and that applications need to be accepted.

55.11.15.21

**Moved by Sean Nolls**

"that the Stettler District Ambulance Association Board recommend to the member municipalities to include a Member-at-Large in the make-up of the Board in the Association Agreement."

Carried Unanimously

**REPORTS**

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

56.11.15.21

**Moved by Justin Stevens**

"that the Stettler District Ambulance Association's Payments Register for the payments posted between September 1 and October 31, 2021, attached and forming part of these minutes, to be approved as presented."

Carried Unanimously

57.11.15.21

**Moved by Dave Grover**

"that the Stettler District Ambulance Association's Bank Reconciliation and Reserves for the periods ending August 31, 2021, attached and forming part of these minutes, to be approved as presented."

Carried Unanimously

It was noted that the Stettler District Ambulance year is April to March, not a calendar year.

**58.11.15.21 Moved by Amber Hoogenberg**  
“that the Stettler District Ambulance Association’s Year to Date Budget for the month ending September 30, 2021, attached and forming part of these minutes, to be approved as presented.” Carried Unanimously

Manager's Report:

CAO Cassidy announced that a Zoom meeting has been scheduled for November 25, 2021 commencing at 4:45 p.m. with the Minister of Health Jason Copping. A budget report and challenges identified by Linda Borg will be addressed, attempting to seek additional funding through a new contract. It was noted that Stettler District Ambulance Association offers a great service.

**59.11.15.21 Moved by Sean Nolls**  
“that the Stettler District Ambulance Association Manager's Report for the month of November, 2021 be received for information.” Carried Unanimously

**IN-CAMERA SESSION**

**60.11.15.21 Moved by Amber Hoogenberg**  
“that the Stettler District Ambulance Association Board enter into an In-Camera session at 10:34 a.m.” Carried Unanimously

**61.11.15.21 Moved by Ed Waugh**  
“that the Stettler District Ambulance Association Board exit out of In-Camera Meeting at 10:54 a.m.” Carried Unanimously

Application for Fee Waiver:

**62.11.15.21 Moved by Amber Hoogenberg**  
“that the Stettler District Ambulance Association Board forgive Invoice AMB-007246 in the amount of \$385.00.” Carried Unanimously

**NEXT MEETING**

The next meeting of the Stettler District Ambulance Association is scheduled for Monday, March 21, 2021 at 10:00 a.m.

**ADJOURNMENT**

**63.11.15.21 Moved by Blaine Brinson**  
“that the Stettler District Ambulance Association Meeting adjourn at 10:57 a.m.” Carried Unanimously

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Chairperson

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Administrator



## PRLS Board Meeting Minutes November 4, 2021

The regular meeting of the Parkland Regional Library System Board was called to order at 10:07 a.m. on Thursday November 4, 2021 in the Small Board Room, Lacombe.

**Present:** Debra Smith (Board Chair), Gord Lawlor

**Present via Zoom:** Jackie AlMBERG, Alison Barker-Jevne, Doug Booker, Jaime Coston, Teresa Cunningham, Cal David, Ron These (Alternate for Amanda Derksen), Jeff Eckstrand, Lisa Ferguson, Gerald Caron (Alternate for Elaine Fossen), Dwayne Fulton, Barbara Gibson, Barb Gilliat, Gail Knudson, Guy Lapointe, Stephen Levy, Daryl Loughheed, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Terilyn Paulgaard, Shawn Peach, Norma Penney, Leonard Phillips, Ray Reckseidler, Lori Reid, Teresa Rilling, Bill Rock, Heather Ryan, Brenda Dennis (Alternate for Laura Svab), Delaney Thoreson, Patricia Toone, Doug Weir, Carlene Wetthuhn, Shannon Wilcox, Sharon Williamson, Bill Windsor, Janice Wing

**With Regrets:** Dana Kreil, Joy-Anne Murphy

**Absent:** Sandy Gamble, Bruce Gartside, Steve Gay, Clark German, Pam Hansen, Bryce Olson, Sandy Shipton, Les Stulberg

**Staff:** Ron Sheppard, Tim Spark, Kara Hamilton, Haley Amendt, Hailey Halberg, Jessie-Lynn Gerski

### Call to Order

Meeting called to order at 10:07 a.m. by Smith.

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

Motion by Gerald Caron to excuse Dana Kreil and Joy-Anne Murphy from attendance at the board meeting on November 4, 2021 and remain members of the Parkland Board in good standing.

CARRIED  
PRLS 44/2021

### 1.1 Agenda

#### 1.1.2 Adoption of the Agenda

Motion by Barb Gilliat to accept the agenda as presented.

CARRIED  
PRLS 45/2021

**1.2. Approval of Minutes**

Smith asked if there were any amendments to the September 16, 2021 minutes. There were none.

Motion by Shannon Wilcox to approve the minutes of the September 16, 2021 meeting as presented/amended.

CARRIED  
PRLS 46/2021

**1.3. Business arising from the minutes of the September 16, 2021 meeting**

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

**2. Business Arising from the Consent Agenda**

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

Motion by Norma Penney to approve the consent agenda as presented.

CARRIED  
PRLS 47/2021

**3.1. Election of Board Chair**

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

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

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

**3.2. Election of Executive Committee**

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

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

- |             |  |
|-------------|--|
| Board Chair | Debra Smith – Village of Lougheed                |
| Seat 2      | Joy-Anne Murphy – City of Camrose                |
| Seat 3      | Philip Massier – Red Deer County                 |
| Seat 4      | Len Phillips – Town of Rocky Mtn. House          |
| Seat 5      | Marc Mousseau – Summer Village of Parkland Beach |
| Seat 6      | Norma Penney – Village of Clive                  |
| Seat 7      | Barb Gilliat – Village of Alix                   |

Seat 8	Stephen Levy – Town of Sedgewick
Seat 9	Heather Ryan – Town of Olds
Seat 10	Teresa Rilling – Town of Sylvan Lake

Motion by Len Phillips to accept the Executive Committee as appointed.

CARRIED

PRLS 48/2021

### 3.3 Advocacy Committee Report

Lawlor reviewed the Advocacy Committee report briefly and asked if the new councillor welcome packages sent by Parkland were received and if they were helpful. The general consensus was that they were well put together and well received. He introduced Barb Gilliat from the Village of Alix and Norma Penney from the Village of Clive who gave a PowerPoint presentation called *What to Expect on the Parkland System Board*.

Motion by Marc Mousseau to receive for information

CARRIED

PRLS 49/2021

### 3.4. Election of Advocacy Committee

The volunteers for the Advocacy Committee for 2022 are:

- Gord Lawlor - Town of Stettler
- Norma Penney - Village of Clive
- Barb Gilliat - Village of Alix
- Bill Rock - Village of Amisk
- Deb Smith, Ex Officio - Village of Lougheed
- Shannon Wilcox - Town of Carstairs
- Stephen Levy - Town of Sedgewick
- Delaney Thoreson - Town of Eckville
- Shawn Peach - Town of Castor
- Marc Mousseau - Summer Village of Parkland Beach

Motion by Shannon Wilcox to appoint Gord Lawlor, Norma Penney, Barb Gilliat, Bill Rock, Deb Smith, Shannon Wilcox, Stephen Levy, Delaney Thoreson, Shawn Peach, and Marc Mousseau to the Advocacy Committee for the next year.

CARRIED

PRLS 50/2021

### 3.5. Board Signing Authorities

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

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

Motion by Teresa Rilling to accept Barb Gilliat and Norma Penney as PRLS' board signing authorities

CARRIED  
PRLS 51/2021

### **3.6. Budget Approval Update**

PRLS' 2022 budget has been sent out to the municipalities for approval. As of the meeting date, the budget was approved by 58% of the municipalities representing 57% of the population, with one municipality declining. 37 of 64 municipalities have responded. This is the third consecutive year with no increase in the per-capita requisition. Staff do not anticipate any challenges passing the budget.

Motion by Norma Penney to receive for information.

CARRIED  
PRLS 52/2021

### **3.7. Plan of Service/Strategic Plan**

Sheppard reviewed. Parkland's current strategic plan (plan of service) expires at the end of 2022. Having a current plan is required by the Alberta Libraries Act. In order to have a new plan completed by 2023, a full needs assessment has to be conducted in 2022. However, there are some challenges related to a needs assessment given the provincial government's COVID-19 restrictions.

In the past, Parkland has used an Alberta government Community Development officer to help facilitate meetings as part of the needs assessment process. This is because having an external facilitator helps ensure that the needs assessment process is impartial and genuinely reflects the wishes of Parkland's stakeholders.

In order to obtain a facilitator from Community Development, Parkland had to navigate an application process which proved more complicated and longer than on previous occasions. Fortunately, Parkland has received notice that we have been "tentatively approved for online facilitation services."

Staff asked if the board would delegate to Parkland's Executive Committee the authority to develop the strategic plan needs assessment process. This allows staff to work more effectively within the timeframe of the Community Development officer.

Motion by Gord Lawlor to delegate to the Executive Committee full discretion to determine and execute the needs assessment process for Parkland's new strategic plan.

CARRIED  
PRLS 53/2021

### **3.8. Dates for 2022 Meetings**

The board reviewed the dates for PRLS' 2021 Board meetings. Meetings will be virtual until COVID-19 restrictions have been lifted. The Executive Committee will select their meeting dates at their December meeting.

February 24, 2022	10:00 a.m. – 12:00 p.m. (Annual Report, Year in Review)
May 19, 2022	10:00 a.m. – 12:00 p.m. (2019 Financial Statements presented)
September 15, 2022	10:00 a.m. – 12:00 p.m. (Budget presentation for 2021)
November 17, 2022	10:00 a.m. – 12:00 p.m. (Organizational Meeting)

Motion by Ray Reckseidler to receive for information.

CARRIED  
PRLS 54/2021

- 3.9.1. ALTA Report**
- 3.9.2. Director’s Report**
- 3.9.3. Library Services Report**
- 3.9.4. IT Report**
- 3.9.5. Finance and Operations Report**

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

Motion by Lisa Ferguson to receive the ALTA, Director’s, Library Services, IT, and Finance and Operations Reports for information.

CARRIED  
PRLS 55/2021

**3.10. Parkland Community Update**

Stettler Library is holding a Wine Survivor fundraiser once again, which was very popular last year. Due to COVID-19, it was held virtually in 2020, which actually worked better, so they will continue to hold it virtually even after the pandemic is over. Last year they raised over \$3,500 and this year looks to be better.

Ponoka Jubilee Library is excited about so many first nations patrons coming to their library, in part because the Maskwacis library is presently closed due to the pandemic.

Olds & District Municipal Library is hosting a comedy night fundraiser on November 20<sup>th</sup>. It has been cancelled twice previously due to pandemic restrictions. They are hoping it can be held this time.

Carstairs Public library has been very innovative and is partnering to offer fun lunch and learns; the next one is about backyard birding. We also are excited for a beer making workshop to be held via Zoom!

Penhold & District Public Library had their organizational meeting. Their library manager gave a presentation on increased families and children attending the library. They are offering Dino week, Daddy and me play days, and a special Storytime with Author Karen Davies.

Amisk Public Library along with the local elementary school is creating a book to be given to the children’s grandparents for Christmas.

Carstairs Public Library invited the Carstairs council to their library to reintroduce the services and programs that the library has to offer.

Blackfalds Public Library's new building is opening soon.

Delburne Municipal Library in partnership with the Delburne council is hosting a gingerbread contest on December 11th.

Eckville Municipal Library is hosting a Zoom book club for teens. It has been great for that age group to get into reading.

Motion by Stephen Levy to accept the Parkland Community Update for information.

CARRIED  
PRLS 56/2021

**4. Adjournment**

Motion by Norma Penney to adjourn the meeting at 11:21 a.m.

CARRIED  
PRL 57/2021

Meeting adjourned at 11:21 a.m.

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Chair





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# PRLS BOARD TALK

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## Highlights of the Parkland Regional Library Board Meeting

NOVEMBER 4, 2021

### Organizational Meeting

Parkland's board has approximately 25 new members. Board Members in attendance elected the new Executive Committee and Board Chair. Debra Smith was re-appointed Board Chair by acclamation.

### Executive Committee

The Executive Committee has several new faces, along with returning members. Welcome!

**Debra Smith**, Committee Chair (Village of Lougheed)  
**Joy-Anne Murphy**, (City of Camrose)  
**Philip Massier**, (Red Deer County)  
**Len Phillips**, (Town of Rocky Mtn. House)  
**Marc Mousseau**, (Summer Village of Parkland Beach)  
**Norma Penney**, (Village of Clive)  
**Barb Gilliat**, (Village of Alix)  
**Stephen Levy**, (Town of Sedgewick)  
**Heather Ryan**, (Town of Olds)  
**Teresa Rilling**, (Town of Sylvan Lake)

### Budget 2021

PRLS' 2022 budget has been sent out to the municipalities for approval. As of the meeting date, the budget was approved by 58% of the municipalities representing 57% of the population, with one municipality declining. This is the third consecutive year with no increase in the per-capita requisition.

### Advocacy Committee

The Advocacy Committee continues to enthusiastically serve PRLS. Last month, New councillor welcome

packages were mailed to all newly elected councillors in the region. The general consensus was that they were well put together and well received.

The volunteers for the Advocacy Committee for 2022 are:

**Gord Lawlor** - Town of Stettler  
**Norma Penney** - Village of Clive  
**Barb Gilliat** - Village of Alix  
**Bill Rock** - Village of Amisk  
**Deb Smith**, Ex Officio - Village of Lougheed  
**Shannon Wilcox** - Town of Carstairs  
**Stephen Levy** - Town of Sedgewick  
**Delaney Thoreson** - Town of Eckville  
**Shawn Peach** - Town of Castor  
**Marc Mousseau** - Summer Village of Parkland Beach

### Board Meeting Dates for 2022

Until further notice, Parkland will be holding board meetings virtually. Board meeting dates are subject to change, but are set as follows:

- **February 24** - Annual Report, Year in Review
- **May 19** - 2020 Financial Statements presented
- **September 15** - Budget presentation for 2022
- **November 17** - Organizational Meeting

### OverDrive and eSharing Resources

At the September meeting, the board was informed about a new initiative to share electronic resources. Since 2019, Parkland has been sharing eBooks and eAudio books from its CloudLibrary Collection with the four library systems that make up The Regional Automation Consortium (TRAC). This ability to 'interlibrary loan' eContent has saved countless dollars and proved to be a hugely beneficial service to library patrons.

Following on this success, Parkland has recently entered another agreement with both TRAC, Edmonton Public Library (EPL), and Calgary Public Library, to share the eBooks and eAudio books available on our other major eContent platform OverDrive. Parkland has received word that the commencement of this new service will be December 1<sup>st</sup>. Training and marketing materials for this initiative will be forthcoming.

### Training for Board Members and Newly Appointed Councils

Parkland is offering board members virtual trustee training. Dates and times for sessions were sent out following the organizational meeting.

A new council orientation is also now available and can be presented either virtually or in person. The intention is to explain the structure of public library service in Alberta, including the roles of municipal council, local boards, regional systems, and provincial government. This presentation will be provided on request.

### Community News from Trustees

**Stettler Public Library** is holding a Wine Survivor fundraiser once again, which was very popular last year. Due to COVID-19, it was held virtually in 2020, which actually worked better, so they will continue to hold it virtually even after the pandemic is over. Last year they raised over \$3,500 and this year looks to be better.

**Ponoka Jubilee Library** is excited about so many first nations patrons coming to their library, in part because the Maskwacis library is presently closed due to the pandemic.

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**Carstairs Public library** has been very innovative and is partnering to offer fun lunch and learns; the next one is about backyard birding. We also are excited for a beer making workshop to be held via Zoom!

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**Carstairs Public Library** invited the Carstairs council to their library to reintroduce the services and programs that the library has to offer.

**Blackfalds Public Library's** new building is re-opening soon.

**Delburne Municipal Library** in partnership with the Delburne council is hosting a gingerbread contest on December 11th.

**Eckville Municipal Library** is hosting a Zoom book club for teens. It has been great for that age group to get into reading.

### Board Members Present

Debra Smith (Board Chair), Gord Lawlor

### Board Members Present via Zoom

Jackie Almberg, Alison Barker-Jevne, Doug Booker, Jaime Coston, Teresa Cunningham, Cal David, Ron These (Alternate for Amanda Derksen), Jeff Eckstrand, Lisa Ferguson, Gerald Caron (Alternate for Elaine Fossen), Dwayne Fulton, Barbara Gibson, Barb Gilliat, Gail Knudson, Guy Lapointe, Stephen Levy, Daryl Lougheed, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Terilyn Paulgaard, Shawn Peach, Norma Penney, Leonard Phillips, Ray Reckseidler, Lori Reid, Teresa Rilling, Bill Rock, Heather Ryan, Brenda Dennis (Alternate for Laura Svab), Delaney Thoreson, Patricia Toone, Doug Weir, Carlene Wetthuhn, Shannon Wilcox, Sharon Williamson, Bill Windsor, Janice Wing

### With Regrets

Dana Kreil, Joy-Anne Murphy

### Absent

Sandy Gamble, Bruce Gartside, Steve Gay, Clark German, Pam Hansen, Bryce Olson, Sandy Shipton, Les Stulberg

### PRLS Staff

Ron Sheppard, Tim Spark, Kara Hamilton, Haley Amendt, Haley Halberg, Jessie-Lynn Gersky

**Next Meeting: February 24, 2022,  
10:00 AM (Zoom)**

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

**BYLAW 2145-21**

A BYLAW OF THE TOWN OF STETTLER IN THE PROVINCE OF ALBERTA TO AMEND BYLAW 2118-19 BEING THE BYLAW TO AUTHORIZE THE CONSTRUCTION OF WATER & SANITARY SEWER BY LEVYING A SPECIAL ASSESSMENT THEREFORE AS A LOCAL IMPROVEMENT ON THE PARCELS CONTAINED IN PLAN 1223548, 1823272, 2121773, 2121997.

Whereas authority to amend the bylaw due to subdivisions or consolidations of land affecting a parcel is authorized under Section 402 of the *Municipal Government Act* Chapter M-26 RSA 2000.

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

1. That Schedule "A & B" of Bylaw 2118-19 be deleted and replaced by Schedule "A & B" of this bylaw.
2. That this bylaw shall take effect the date of third reading.

READ a first time this      day of December, A.D. 2021.

READ a second time this      day of December, A.D. 2021.

READ a third time and finally passed this      day of December, A.D. 2021.

\_\_\_\_\_  
Mayor

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

**BYLAW 2145-21**

**SPECIAL FRONTAGE ASSESSMENT  
TOWN OF STETTLER**

**SCHEDULE "A"**

**LOCAL IMPROVEMENT - SPECIAL ASSESSMENT**

**FOR WATER & SANITARY SEWER LINE CONSTRUCTION**

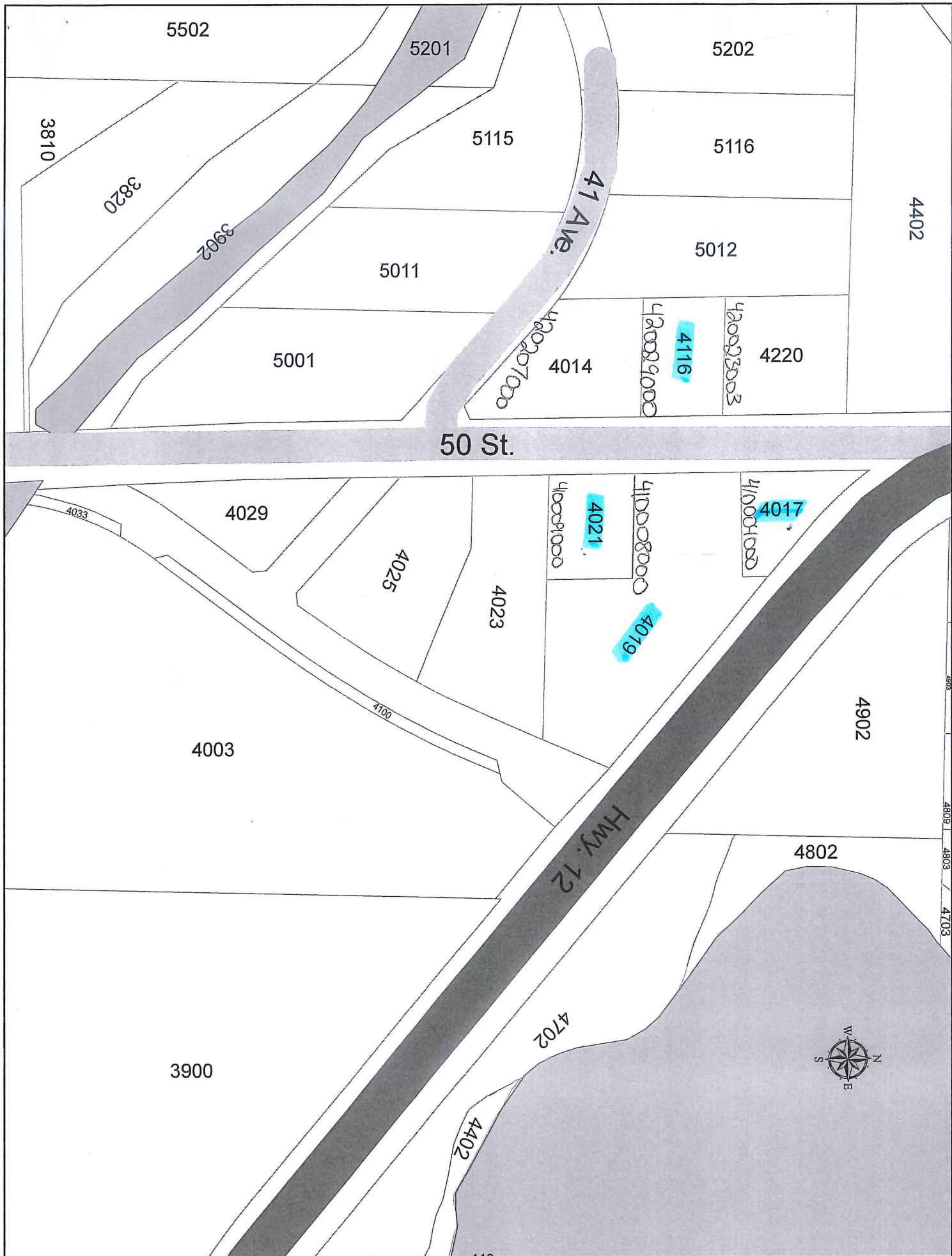
1. Properties to be assessed:

<u>Legal Description</u>	<u>Roll No.</u>
(a) 1223548-4-4	410009000
(b) 2121997-1-6A	420029000
(c) 1823272-4-6	410004000
(d) 2121773-4-8	410008000

2. Total Special Assessment Against all Properties	\$190,500.00
3. Total Annual Special Assessment Against all Properties	\$12,738.39
4. Total Special Assessment per parcel	\$47,625.00
5. Annual unit rate per parcel to be Payable for a period of twenty years at 2.944%	3,184.60

TOWN OF STETTLER  
WATER AND SANITARY SEWER ON PLAN 1223548 4019-50 STREET  
SCHEDULE "B"

Roll Number	Legal Description	Parcel	Annual Payment	Lump Sum
410009000	Lot 4, Block 4, Plan 1223548	1.00	3,184.60	47,625.00
420029000	Lot 6A, Block 1, Plan 2121997	1.00	3,184.60	47,625.00
410004000	Lot 6, Block 4, Plan 1823272	1.00	3,184.60	47,625.00
410008000	Lot 8, Block 4, Plan 2121773	1.00	3,184.60	47,625.00
	<b>Totals</b>	<b>4.00</b>	<b>-</b>	<b>190,500.00</b>
	Annual Unit Rate	3,184.59716		
	Lump Sum Rate	47,625.00000		
	<b>Notice of Intent Calculations</b>			
	Percentage		2.944	
	No. Of Parcels		4.00	
	Special Assess. on all Properties		190,500.00	
	Special Assess. per parcel		47,625.00000	
	Annual Unit Rate		3,184.59716	
	Yearly Assess. on all Properties		\$12,738.39	



# ALBERTA MUNICIPALITIES' RESPONSE TO STUDY ON PROVINCIAL POLICE SERVICE

[Home](#) / Alberta Municipalities' Response to Study on Provincial Police Service

[← News](#)

Nov 25

2021

BY

Anonymous (not verified)

Last month, the Government of Alberta released the full [PricewaterhouseCoopers \(PwC\) feasibility study](#) on an independent provincial police service.

When the new RCMP collective bargaining agreement and other organizational factors are taken into account, PwC estimates current RCMP policing costs at \$783 million annually, with the province receiving around \$188 million in federal subsidies. The study concludes that an Alberta Provincial Police Service could have lower annual policing costs (between \$734 million and \$759 million) to deliver equivalent services, but it does not identify how the province would find additional funding to compensate for the loss of federal subsidies. Furthermore, the study does not recommend whether or not the province should establish a provincial police service, nor does it specify what the funding model for this service would look like.

After reviewing the study, Alberta Municipalities sent a letter to the Minister of Justice and Solicitor General asking for responses to the following questions:

- What would the funding model for a provincial police service look like?
- How does the province plan to cover the \$188 million shortfall in police funding resulting from the loss of federal subsidies for employing the RCMP?
- How would a provincial police service be responsive and accountable to municipal governments?
- The Premier committed to holding a referendum on this issue. When can we expect the referendum to take place?

We are conducting more in-depth analysis of the study this winter, and we will hold a member engagement event on **Friday, January 21, at 10 a.m.** to share the results of our analysis and hear your feedback on next steps.

The provincial government also plans to consult with municipalities this winter, so keep an eye on Digest for upcoming engagement opportunities!

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## More Business Service News



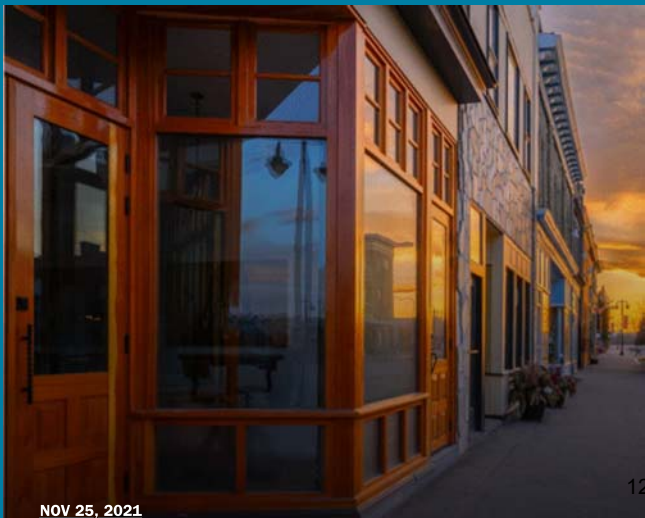
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