

Town of **Stettler**

COUNCIL MEETING

DECEMBER 21, 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 21st, 2021
6:30 P.M.
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

(a) Minutes of the Regular Council Meeting of December 7th, 2021 5-15

4. **Citizens Forum**

5. **Delegations**

(a) 6:35 p.m - Shane Milner - Apex Utilities Verbal

6. **Administration**

(a) 2022 Interim Budget 16-40

(b) CAO Reports 41-46

(c) 2021 Budget Summary – November 30, 2021 47-48

(d) 2021 Capital Budget Summary – November 30, 2021 49-51

(e) Meeting Dates

- 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 – 6:30pm

(f) Accounts Payable in the amount of \$928,850.20 52-68
(\$69,866.09 + \$943.69 + \$211,774.86 + \$226,694.34 + \$38,958.92 + \$380,612.30)

7. **Council**

(a) Meeting Reports

8. **Minutes**

**COUNCIL AGENDA
DECEMBER 21, 2021
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	(a) Regional Water Meeting – December 13, 2021	69-72
9.	<u>Public Hearing</u>	
10.	<u>Bylaws</u>	
11.	<u>Correspondence</u>	
	(a) Alberta Transportation - Strategic Transportation Infrastructure Program (STIP): Community Airport Program	73
	(b) STARS – Request for Funding	74
	(c) Government of Alberta – Protecting Albertans Against the Omicron Variant	75-79
	(d) Brownlee LLP – Save the Date: Emerging Trends in Municipal Law	80-81
	(e) Heartland Victim Services – Letter to Alberta’s Director of Victim Services	82
12.	<u>Items Added</u>	
13.	<u>In-Camera Session</u>	
14.	<u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 7th, 2021 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Communications Officer L. Angus

Media (2)

Absent:

Call to Order:

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

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

Motion 21:12:01

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 23rd, 2021

Motion 21:12:02

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on November 23rd, 2021 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the November 23rd, 2021 Minutes

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) 6:35 p.m. – Shelly Walker & James Nibourg– Stettler & District Family & Community Support Services – 2022 Budget Presentation

Mayor Nolls welcomed S. Walker & J. Nibourg to the meeting.

S. Walker and J. Nibourg provided an update on key FCSS programs and services, including:

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

Notable community outreach initiatives include Seniors Week, Hygiene Bags, CARS Program, Volunteer Tax

Program, CRA Outreach Presentations and Harm Reduction.

S. Walker and J. Nibourg provided a brief overview of events such as Family Day, the Summer Scavenger Hunt, Volunteer Appreciation Day, Overdose Awareness Day and more.

Community Partnerships with FCSS include:

- 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

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)

Motion 21:12:03

Moved by Councillor Pfeiffer that the Town of Stettler Council Approve the balanced 2022 Operating Budget for the FCSS in the amount of \$462,329 as presented, and 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%).

MOTION CARRIED
Unanimous

Mayor Nolls thanked S. Walker and J. Nibourg for their presentation and the excellent service they provide to our community.

S. Walker and J. Nibourg left the meeting at 6:50 p.m.

(b) 6:50 p.m. – Rhonda O’Neill, Barb Gano & Jane Skocdopole – Stettler Public Library – 2022 Budget Presentation

Mayor Nolls welcomed R. O’Neill, B. Gano and J. Skocdopole to the meeting.

R. O’Neill, B. Gano and J. Skocdopole provided an update on 2021 Fall Programming, including in-person programs such as:

- Alberta Culture Days (September 3-18)
- Read and Rhyme (Mondays, Wednesdays and 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)

AND online and take-home programming such as:

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

Online and take-home programming was a focus during the periods when the library was closed for in-person visits. Many in-person services, such as Read and Rhyme, were temporarily switched to Zoom.

R. O’Neill provided a brief refresh of the updates from the last Stettler Public Library presentation, including an overview of outreach services to seniors and colonies and Summer Reading Club 2021.

R. O’Neill concluded by presenting the Stettler Public Library’s proposed 2022 Budget and multiple statistics on the usage of different library services, such as computers and wi-fi.

Financial Implications
2022 Budget - \$250,117

Town of Stettler Stettler Public Library 2022 Requisition						
Library Budget	2019	2020	2021	2022	2023	2024
Revenue						
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
Total Revenue before Requisitions	\$107,241.90	\$112,010.00	\$133,825.00	\$115,137.32	\$118,137.00	\$115,137.00
Requisitions						
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
Total Revenue	\$485,245.05	\$496,904.90	\$500,735.35	\$499,932.22	\$509,174.92	\$513,066.17
Expenses						
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
Total Expenses	\$485,245.05	\$496,904.00	\$500,735.35	\$499,932.22	\$509,174.92	\$513,066.17
Total Revenue before Requisitions	\$107,241.90	\$112,010.00	\$133,825.00	\$115,137.32	\$118,137.00	\$115,137.00
Total Requisition	\$378,003.15	\$384,894.00	\$366,910.35	\$384,794.90	\$391,037.92	\$397,929.17
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	Amount
	\$250,117.00
Quarter	Due Date
1	Jan-01
2	Apr-01
3	Jul-01
4	Oct-01
Totals	
Year	Amount
2022	\$250,117.00
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

Motion 21:12:04

Moved by Councillor G. Lawlor 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

MOTION CARRIED
Unanimous

Mayor Nolls thanked R. O'Neill, B. Gano and J. Skocdopole for their presentation and for the fantastic service provided by the Stettler Public Library.

R. O'Neill, B. Gano and J. Skocdopole left the meeting at 7:09 p.m.

(c) 7:05 p.m. – Byron Geddes & Donna Morris – Stettler Regional Board of Trade – 2022 Budget Presentation

Mayor Nolls welcomed Executive Director of the Regional Board of Trade B. Geddes and Project Manager D. Morris to the meeting.

B. Geddes and D. Morris provided an overview of 2021 projects and events at the Board of Trade, including:

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

Additionally, the Board of Trade has been assisting businesses with the following services:

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

Notably, the 2021 Stettler Pheasant took place over 3 days with 260 hunters, 41 pieces of land and 2300 pheasants.

B. Geddes and D. Morris provided a brief overview of the current website design project, as well as the Board of Trade's social media analytics. The proposed 2022 Budget was presented as follows:

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

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.

MOTION CARRIED
Unanimous

Mayor Nolls thanked B. Geddes and D. Morris for their presentation and the fantastic service provided by the Stettler Regional Board of Trade.

B. Geddes and D. Morris left the meeting at 7:30 p.m.

(c) 7:20 p.m. – Stan Eichhorn, Verna Rock & Jack Schultz – Stettler History Book Update

Mayor Nolls welcomed S. Eichhorn, V. Rock and J. Schultz to the meeting.

CAO G. Switenky provided some background information on the Stettler History Book Committee's presentation to Council on February 2, 2021, where S. Eichhorn and J. Schultz provided information on the scope of the project, the volunteers needed, cost of creating the book, and the importance of the project for the community. This discussion was brought forward to the Committee of the Whole Meeting on February 9th, 2021 and the Council Meeting on February 16, 2021.

S. Eichhorn advised that the Stettler History Book Committee's application in the amount of \$10,000 under the Provincial Historical Grant was not successful. The following motion was made at the February 16, 2021 Council Meeting:

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.

S. Eichhorn advised that at this phase of the project, expenditures are high. The Committee has hired a part-time employee to help with formatting and managing files, and the group is working with a publisher. The Stettler History Book has budgeted \$16,450 worth of expenditures in the next six (6) months.

Discussion ensued regarding potential funding scenarios.

Motion 21:12:06

Moved by Councillor Lawlor that the Town of Stettler Council make a financial contribution of \$16,450 to the Stettler History Book, with funding to come from the Culture Reserve Account in the 2021 Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked S. Eichhorn, V. Rock and J. Schultz for their presentation and the important work of the Stettler History Book Committee.

S. Eichhorn, V. Rock and J. Schultz left the meeting at 7:55 p.m.

(a) Stettler Town & Country Museum

Assistant CAO S. Gerlitz advised that the Town is in receipt of the Stettler Town & Country Museum 2022 Budget.

Motion 21:12:07

Moved by Councillor Smith that the Town of Stettler Council table the Stettler Town & Country Museum discussion until a Committee of the Whole Meeting, with the date to be selected at a later time.

MOTION CARRIED
Unanimous

(b) 2021 Staff Appreciation & Year in Review

G. Switenky advised that the 2021 Year in Review memo is intended to highlight the achievements and milestones seen in our organization over the past year. Leadership is proud of all that was achieved in 2021, and thankful for the support and guidance of Council.

The Town of Stettler recognizes the importance of motivating, rewarding and developing employees. As such, the Staff Appreciation 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.

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 reinvestment in our local economy.

Motion 21:12:08

Moved by Councillor Smith that the Town of Stettler Council recognize the efforts of its entire team of valued employees through the award of a \$350 Christmas Bonus to be in local Heart of Alberta Dollars per full time employee (prorated for part-time employees), as an appreciation for their continued effort, commitment and loyalty, as well as appreciation for the overall level of organizational accomplishment and dedication in 2021.

MOTION CARRIED
Unanimous

Motion 21:12:09

Moved by Councillor Pfeiffer that the Town of Stettler Council redirect \$7500 as a financial contribution to the Stettler Hospital Foundation in lieu of the 2021 Town of Stettler Christmas Party.

MOTION CARRIED
Unanimous

(c) 2021 Bad Debt Write-Off's

Assistant CAO S. Gerlitz advised that 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 31st of each year. Town Council is required to authorize the write-off of 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.

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

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

Additionally, ten (10) accounts under \$300.00 totaling \$1618.24 have been expensed, and 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%).

Motion 21:12:10

Moved by Councillor Lawlor 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.

MOTION CARRIED
 Unanimous

(d) Tax Receivables – October 31, 2021

Motion 21:12:11

Moved by Councillor Baker that the Town of Stettler Council accept the Tax Receivables as of October 31, 2021 as presented.

MOTION CARRIED
 Unanimous

(e) Bank Reconciliation – September 30, 2021

Motion 21:12:12

Moved by Councillor Randell that the Town of Stettler Council accept the Bank Reconciliation as of September 30, 2021 as presented.

MOTION CARRIED
Unanimous

(f) Bank Reconciliation – October 31, 2021

Motion 21:12:13

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

MOTION CARRIED
Unanimous

(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**
- 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 – 6:30pm

Motion 21:12:14

Moved by Councillor Smith that the Committee of the Whole Meeting scheduled for December 14th, 2021 be cancelled.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$568,173.16

Motion 21:12:15

Moved by Councillor Pfeiffer that the Accounts Payable in the amount of \$568,173.16 (\$39,684.77 + \$44,716.40 + \$43,207.88 + \$25,338.97 + \$81,437.72 + \$52,355.95 + \$4,221.24 + \$277,210.23) for the period ending December 7th, 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 24 – Talk of the Town
November 25 – Health Minister Zoom Meeting
November 26 – Signed Cheques at the Town Office
November 26 – Lighting of the Main Street Tree
November 29 – Stettler Waste Management Authority Meeting
December 1 – Talk of the Town
December 3 – Signed Cheques at the Town Office
December 7 – Interim Budget Deliberations

(b) Councillor Baker

November 29 – Stettler Waste Management Authority Meeting
December 7 – Interim Budget Deliberations

(c) Councillor Barros

Report to be presented at a later date.

(d) Councillor Lawlor

November 22 – Emergency Management Advisory Committee Meeting
November 23 – Zoom Call with EMS Central Zone Director
November 25 – Health Minister Zoom Meeting
November 29 – Alberta Victim Services Zoom Meeting
December 2 – Library Manager Staff Review
December 7 – Interim Budget Deliberations

(e) Councillor Pfeiffer

December 7 – Interim Budget Deliberations

(f) Councillor Randell

December 7 – Interim Budget Deliberations

(g) Councillor Smith

December 2 – Heartland Beautification Meeting
December 7 – Interim Budget Deliberations

Motion 21:12:16

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

MOTION CARRIED
Unanimous

8. **Minutes:**

- (a) Stettler District Ambulance Association Meeting – November 15, 2021
(b) Parkland Regional Library Board – November 4, 2021

Motion 21:12:17

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the Minutes (a-b) for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (b) None

10. **Bylaws:**

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

CAO G. Switenky advised that Bylaw 2145-21 is a bylaw to amend Bylaw 2118-19, being the bylaw to authorize the construction of water and sanitary sewer by levying a special assessment, therefore as a local improvement on the parcels contained in Plan 1223548, 1823272, 2121773, 2121997.

Motion 21:12:18

Moved by Councillor Baker that the Town of Stettler Council give first reading to Bylaw 2145-21.

MOTION CARRIED
Unanimous

Motion 21:12:19

Moved by Councillor Lawlor that the Town of Stettler

Council give second reading to Bylaw 2145-21.

MOTION CARRIED
Unanimous

Motion 21:12:20

Moved by Councillor Smith that the Town of Stettler Council give permission for third and final reading to Bylaw 2145-21.

MOTION CARRIED
Unanimous

Motion 21:12:21

Moved by Councillor Pfeiffer that the Town of Stettler Council give third and final reading to Bylaw 2145-21.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Alberta Municipalities – Response to Study on Provincial Police Service

Motion 21:12:22

Moved by Councillor Lawlor that the Town of Stettler Council accept the Correspondence item (a) for information.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) Tax Penalty – Third Party Information

Motion 21:12:23

Moved by Councillor Baker that the Town of Stettler Council enter the In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 8:46 p.m.

L. Angus left the meeting at 8:46 p.m.

Motion 21:12:24

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

MOTION CARRIED
Unanimous

Motion 21:12:25

Moved by Councillor Randell that the Town of Stettler Council deny the request to forgive the tax penalty for Account #218233000 due to the emphasis on equitability for all ratepayers under Section 347 of the Municipal Government Act.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 21:12:26

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

MOTION CARRIED
Unanimous at 9:00 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: Stettler Town Council
From: Administration
Date: December 21, 2021
Re: 2022 – 2024 Interim Operating Budget



Recommendation:

That the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the Interim 2022 – 2024 Operating Budget, with the following 2022 budget estimates; Expenditures totaling \$18,380,558, Revenues totaling \$19,078,911 and Amount Available for Capital of \$698,353 for the year 2022 as an Interim Operating Budget for that part of 2022 prior to the Operating Budget being adopted by Council in May 2022.

Background

Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year. Since the Town's 2022 Operating Budget will not be adopted until May 2022, an interim operating budget is required to provide legal expenditure authority per Section 248 of the MGA.

The interim operating budget is not used to set definitive property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. It is further used by Council to justify the setting all municipal utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

2022-2024 recommended budget summary from December 7, 2021:

- Proposed **Municipal Tax** no change **0%** (\$23,532 Growth)
- Proposed **Water Rate** no change **\$0.00m³ (\$2.82)** (\$0.00)
- Proposed **Sewer Rate** no change **\$0.00 (\$22.75)** (\$0.00)
- Proposed **Garbage Rate** no change **\$0.00 (\$23.75)** (0.00)
- Proposed **Recycling Rate** no change **\$0.00 (\$6.50)** (\$0.00)
- Proposed Financial Impact on Average Residential Customer (municipal only) – 0%

Revenues					
% Change	Difference from 2022 Budget to 2021 Budget	2022 Operating Budget	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post Covid (Tax Budget - May 2020)	0% - Tax Increase / \$0 - Utility Increase
1.21%	\$228,230	\$19,078,911	\$18,850,681	\$18,240,375	
Expenses					
% Change	Difference from 2022 Budget to 2021 Budget	2022 Operating Budget	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post Covid (Tax Budget - May 2020)	
1.51%	\$273,340	\$18,380,558	\$18,107,218	\$17,691,128	
Amount Available for Capital					
% Change	Difference from 2022 Budget to 2021 Budget	2022 Operating Budget	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post Covid (Tax Budget - May 2020)	
-6.07%	-\$45,110	\$698,353	\$743,463	\$549,247	

Revenues	Difference (negative = loss)	2022 Budget	2021 Budget	2020 Post Covid (May 2020)
White Sands Admin Contract	-\$8,000	\$0	\$8,000	\$32,000
Seniors Housing Requisition	\$4,630	\$372,742	\$368,112	\$350,318
ASFF	\$28,118	\$2,347,657	\$2,319,539	\$2,327,097
SRO (Clearview & County)	\$54,439	\$83,356	\$28,917	\$0
SRC Rentals (Pool)	\$70,050	\$259,000	\$188,950	\$142,375
Campground	\$5,000	\$120,000	\$115,000	\$50,000
Community Hall Rentals	\$10,000	\$40,000	\$30,000	\$20,000
Franchise Fee (Gas)	\$62,050	\$1,065,000	\$1,002,950	\$936,000
Franchise Fee (Power)	\$78,000	\$805,000	\$727,000	\$712,000
Board of Trade (pheasant festival)	-\$88,580	\$0	\$88,580	\$86,000
Total Revenue Changes	\$215,707			

Expenses	Difference (negative = reduction)	2022 Budget	2021 Budget	2020 Post Covid (May 2020)
Labour	\$72,050	\$6,297,570	\$6,225,520	\$6,209,960
RCMP Contract	\$6,730	\$1,087,211	\$1,080,481	\$956,072
Fire Protection (net) (county honorarium - \$7000 / Training - \$1000 / Foam - \$3000 / Fire hall repair materials - \$3000 / Utilities - \$3100 / Protective Clothing - \$3000	\$20,131	\$464,943	\$444,812	\$486,451
Insurance	\$10,033	\$210,920	\$200,887	\$175,250
Debentures	-\$33,480	\$660,920	\$694,400	\$694,400
Water - WTP - Chemical Testing	\$10,000	\$26,000	\$16,000	\$16,000
Stettler Public Library	\$11,625	\$250,117	\$238,492	\$250,182
Stettler Museum	\$8,000	\$42,000	\$34,000	\$34,000
Pool - Equipment Repair / shut down	\$14,000	\$30,500	\$16,500	\$12,750
Natural Gas	\$35,452	\$236,916	\$201,464	\$185,396
Power	\$138,258	\$968,355	\$830,097	\$861,757
Election 2021	-\$7,000	\$0	\$7,000	\$0
SWMA- Req Increase - \$3 (5952)	\$17,856	\$404,736	\$386,880	\$386,880
Waste Management Contract - 2%	\$6,516	\$285,183	\$278,667	\$276,145
Seniors Housing Requisition	\$4,630	\$372,742	\$368,112	\$350,318
ASFF	\$28,118	\$2,347,657	\$2,319,539	\$2,327,097
Board of Trade (pheasant festival)	-\$87,500	\$0	\$87,500	\$85,000
Total Expense Changes	\$255,419			

Administration considers the 0% property tax increase and \$0.00 utility rate increases included in the 2022 Interim Operating Budget necessary given the ongoing current economic conditions and future obligations required in our community as a result of COVID19. The three-year forecast reflects Administration and Council's intent to be fiscally responsible and accountable to its residents.

The 2022 – 2024 Operating Budget enables Council to sustain the current high level of public services, facilities and utilities for all Stettler residents, as well as continue to renew existing infrastructure, in light of the current and future economic conditions due to COVID19.

Consideration of this 2022 – 2024 Interim Operating Budget “Memorandum” alone affords Council a broad perspective highlighting an estimated **\$15,865,592** million or **86.32%** of the entire **\$18,380,558** million dollars in expenditures included in this budget:

	2019 Budget	2020 Pre Covid - Dec 2019	2020 Post Covid - May 2020	2021 Budget	2022 Budget	Difference (2022 Budget - 2021 Budget)	2023	2024	2025
Total Operational Budget Summary Memo									
Amount available for capital	\$1,076,350	\$1,025,427	\$549,247	\$743,463	\$698,353	-\$45,110	\$813,666	\$922,211	\$0
Minor capital in operations	\$517,530	\$528,300	\$528,300	\$534,300	\$532,200	-\$2,100	\$535,800	\$538,000	\$0
Insurance - 5% increase	\$168,156	\$171,510	\$175,250	\$200,887	\$210,920	\$10,033	\$215,130	\$219,440	\$0
Community Partners	\$2,139,179	\$2,245,370	\$2,152,559	\$2,226,381	\$2,290,146	\$63,765	\$2,306,500	\$2,348,267	\$0
Salaries and benefits - 0.05% increase	\$5,784,230	\$6,209,960	\$6,209,960	\$6,225,520	\$6,297,570	\$72,050	\$6,397,970	\$6,548,249	\$0
Labour Contingency	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electricity (rate/MWh 2018 - \$58.29, 2019 & 2020 - \$53.10, 2021 & 2022 - \$43.92 / increase in distribution costs - \$120,657	\$904,920	\$861,757	\$838,489	\$830,097	\$968,355	\$138,258	\$968,355	\$968,355	\$0
Natural Gas (2018-2022) -\$2.67 / Commodity cost increase to \$4.00/GJ on 25% exposed volumes - \$15,174 / federal carbon tax increase - \$2.10/GJ to \$2.63/GJ - \$16,278	\$180,134	\$185,396	\$179,822	\$201,464	\$236,916	\$35,452	\$256,995	\$278,245	\$0
Electricity and natural gas contingency	\$30,000	\$0	\$0	\$0	\$0	\$0			
Debenture debt servicing - delete bylaw 1840.01 - parkdale roadway / bylaw 1841.01 - jiro watermain extension	\$760,003	\$691,596	\$691,596	\$694,400	\$660,920	-\$33,480	\$653,360	\$612,830	\$0
Policing Contract - (2020 Based on Actual Budget Numbers from RCMP - allotment 8 members / budget for 7.5)	\$1,071,838	\$956,072	\$956,072	\$1,080,481	\$1,087,211	\$6,730	\$1,104,376	\$1,128,871	\$0
Assessment Contract - 2022 - \$0.50 inc / parcel (3075)	\$81,855	\$81,989	\$81,989	\$82,123	\$83,794	\$1,671	\$83,930	\$84,060	\$0
Bylaw enforcement contract - 1.5% increase	\$155,627	\$159,518	\$159,518	\$163,506	\$166,367	\$2,861	\$170,527	\$173,534	\$0
Garbage collection contract - 2022 - 2% increase	\$185,910	\$207,210	\$171,624	\$173,424	\$177,321	\$3,897	\$181,119	\$184,953	\$0
Recycling collection contract - 2022 - 2% increase	\$111,975	\$123,457	\$104,521	\$105,243	\$107,862	\$2,619	\$110,396	\$112,940	\$0
Operational Budget Summary	\$13,217,707	\$13,447,562	\$12,798,947	\$13,261,289	\$13,517,935	\$256,646	\$13,798,124	\$14,119,955	\$0
ASFF - 1% increase	\$2,314,984	\$2,334,809	\$2,327,097	\$2,319,539	\$2,347,657	\$28,118	\$2,386,292	\$2,386,292	\$0
Total Operational Budget Summary Memo	\$15,532,691	\$15,782,371	\$15,126,044	\$15,580,828	\$15,865,592	\$284,764	\$16,184,416	\$16,506,247	\$0
Total Operational Budget Expenditures	\$17,677,384	\$17,927,471	\$17,691,128	\$18,107,218	\$18,380,558		\$18,624,906	\$18,787,011	\$0
	87.87%	88.03%	85.50%	86.05%	86.32%		86.90%	87.86%	

The 2022 – 2024 Interim Operating Budget ensures that a significant amount of internally generated funds are available for normal capital on an annual basis. Administration remains optimistic in the Town's ability to save for/invest in major capital equipment and infrastructure given substantial multi-year federal and provincial grant programs (MSI, FGTF, BMTG), however with the global, national & provincial pandemic economic recoveries uncertain, the Town will continue to be cautious and challenged in its ability to address all the community's needs on a timely basis.

A summary of the overall revenue and expenditure levels included in the three-year Interim Operating Budget 2022 – 2024 are as follows:

	2014	2015	2016	2017	2018	2019	2020 Pre Covid - Dec 2019	2020 Post Covid - May 2020	2021 (May 2021)	2022	2023	2024
Total Revenues	\$15,787,405	\$16,344,323	\$17,475,500	\$17,785,191	\$18,345,659	\$18,753,734	\$18,952,898	\$18,240,375	\$18,850,681	\$19,078,911	\$19,435,703	\$19,706,210
Total Expenditures *	\$14,817,975	\$15,421,559	\$16,184,230	\$16,801,224	\$17,318,754	\$17,677,384	\$17,927,471	\$17,691,128	\$18,107,218	\$18,380,558	\$18,622,037	\$18,783,999
Net Revenue Generated	\$969,430	\$922,764	\$1,291,270	\$983,967	\$1,026,905	\$1,076,350	\$1,025,427	\$549,247	\$743,463	\$698,353	\$813,666	\$922,211
Available for Capital												
Utility Source Capital	\$561,500	\$629,283	\$579,417	\$523,839	\$445,438	\$396,822	\$389,930	\$301,588	\$425,041	\$374,881	\$388,065	\$420,082
General Source Capital	\$407,930	\$293,481	\$711,854	\$460,128	\$581,467	\$679,528	\$635,497	\$247,659	\$318,422	\$323,472	\$425,601	\$502,129
Net Revenue Generated	\$969,430	\$922,764	\$1,291,271	\$983,967	\$1,026,905	\$1,076,350	\$1,025,427	\$549,247	\$743,463	\$698,353	\$813,666	\$922,211
Plus External Grants (pending)												
Basic Municipal Transportation Grant	\$344,880	\$344,880	\$344,880	\$344,880	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120
Federal Gas Tax (FGTF)	\$325,631	\$301,327	\$309,892	\$310,904	\$328,277	\$672,579	\$346,344	\$340,465	\$696,912	\$356,384	\$356,384	\$356,384
MSI Operating - Police	\$54,446	\$54,445	\$53,284	\$52,513	\$53,680	\$54,199	\$53,391	\$52,856	\$52,448	\$52,448	\$52,448	\$52,448
MSI Capital	\$1,063,495	\$1,125,861	\$1,043,475	\$1,947,237	\$561,531	\$566,378	\$945,165	\$943,458	\$1,245,630	\$649,945	\$649,945	\$649,945
COVID-19 - MOST (Municipal Operating Support Transfer)									\$607,693			
COVID-19 - MSP (Municipal Stimulus Program)									\$707,509			
Total Grants	\$1,788,452	\$1,826,513	\$1,751,531	\$2,655,534	\$1,300,608	\$1,650,276	\$1,702,020	\$1,693,899	\$3,667,312	\$1,415,897	\$1,415,897	\$1,415,897
Total New Available Funds	\$2,757,882	\$2,749,277	\$3,042,802	\$3,639,501	\$2,327,513	\$2,726,626	\$2,727,447	\$2,243,146	\$4,410,775	\$2,114,250	\$2,229,563	\$2,338,108

* Other notable Maintenance Spending Allocations within the 2022-2024 Operating Budget

Ongoing Annual Maintenance	2014	2015	2016	2017	2018	2019	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021	2022	2023	2024
Water Meter Replacements	\$46,000	\$46,000	\$46,000	\$46,000	\$46,500	\$47,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Sidewalk Replacements	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Gravel Road Oiling	\$27,000	\$27,500	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Well Abandonment	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Protective Clothing	\$57,300	\$57,300	\$57,300	\$57,300	\$57,300	\$59,000	\$60,800	\$60,800	\$62,600	\$65,000	\$67,600	\$68,800
Physician Recruitment	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
BOT Community Development	\$45,900	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000	\$0	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000
Land Development Reserve (LDR) / Lot Sales	\$116,110	\$102,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Economic Incentives	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Stettler Recreation Centre Annual Repairs	\$78,500	\$93,600	\$93,600	\$94,210	\$74,720	\$75,030	\$75,000	\$75,000	\$87,200	\$81,700	\$82,700	\$83,700
Water treatment Plant Annual Repairs	\$102,920	\$105,500	\$107,100	\$109,600	\$111,400	\$133,100	\$135,100	\$135,100	\$127,100	\$128,100	\$128,100	\$128,100
Computer Capital Replacement	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900
Total Generated In/From Operations	\$633,130	\$610,350	\$507,400	\$510,510	\$493,320	\$517,530	\$484,300	\$528,300	\$534,300	\$532,200	\$535,800	\$538,000

Land Development

The Town of Stettler's Land Development portfolio has an approximate fair market value at December 31st, 2022 as estimated below:

Realized:

Land Development Reserve @ Dec. 31/20	\$1,071,555	
Projected expenses to Dec. 31/21	-\$242,612	(Type 4 intersection – Hwy12)
Projected additions to Dec. 31/22	\$0.00	
Projected deletions to Dec. 31/22	<u>\$0.00</u>	
Total Land Development Reserve @ Dec 31/22	\$828,943	

Unrealized:

Meadowlands – (68 acres undeveloped)	\$700,000	
Meadowlands (5 lots unsold)	\$308,250	(\$61,650 per lot)
Emmerson (1 duplex lot unsold)	\$74,900	(\$74,900 per lot)
Emmerson (partially serviced 53 lots)	\$530,000	(@ \$10,000 per lot)
NE Industrial (128 acres undeveloped)	<u>\$1,280,000</u>	(@ \$10,000 per acre)
Net Fair Value	\$3,722,093	



Administration, being conservative, has not forecast any sales of our remaining serviced residential lots/undeveloped lands in 2022. Although Town lots are priced competitively, local lot sales/home construction is being predominantly driven privately in Meadowlands by the Park.

Normally the Town's unrealized Land Development properties, through relatively consistent annual lot sales, would have provided this Interim Operating Budget with approximately \$55,270 towards Subdivision Administration departmental costs and a further \$40,000 (ROI like) contribution. However, with no forecasted municipal lot sales in 2022, the Operating Budget is now absorbing this combined \$95,270 revenue loss. Subdivision Administration will now be paid by other enhanced revenue sources included in this Budget.

In 2016 Council accepted that all future lot/land sale proceeds upon realization be transferred fully into the Land Development Reserve to mitigate the further erosion of this saving fund for future considerations.

This decision will help preserve the significant value of our (dormant for now) Land Development holdings. Down the road Administration believes that the Town will be in a better position to ultimately expend these funds on valued major infrastructure expansion, community projects/facilities, or to re-enter the land development environment, if necessary.

Community Program Partners

The 2022 – 2024 Interim Operating Budget includes continued funding for our community program partners and regional joint collaborative initiatives as follows:

		2019	2020 (Pre Covid - Interim Budget - Dec 2019)	2020 (Post Covid - Tax Budget - May 2020)	2021 Budget	2022 Budget	2022-2021 Difference	2023	2024
1	Family Community Support Services (FCSS-2017-Botha)	\$196,435	\$196,435	\$196,435	\$196,435	\$196,435	\$0	\$196,435	\$196,435
	Provincial Funding (80%) - \$157,148								
	Municipal Funding (20%) - \$39,287								
2	Museum (land purchase)	\$34,000	\$34,000	\$34,000	\$34,000	\$42,000	\$8,000	\$34,000	\$34,000
3	Board of Trade (net) (Advertising decrease - \$11,890 / Brochures decrease - \$3,900)	\$244,217	\$287,210	\$259,110	\$325,305	\$324,776	-\$529	\$299,384	\$308,034
	Community Event	\$5,000	\$5,000	\$5,000	\$3,500	\$4,000	\$500	\$4,000	\$4,000
	Community Event - Steel Wheel Stampede	\$10,000	\$0	\$0	\$0	\$0		\$0	\$0
	Community Event - Adult Learning Council	\$3,000	\$3,000	\$0	\$3,000	\$3,000		\$3,000	\$3,000
	Community Development (\$44,000 - Programs)	\$31,000	\$41,000	\$0	\$41,000	\$41,000		\$41,000	\$41,000
4	Beautification - HBC (grant)	\$22,200	\$22,200	\$22,200	\$22,200	\$22,200	\$0	\$22,200	\$22,200
5	Public Library 2-74-11-00-00-765 (same 2020 requisition)	\$245,702	\$250,182	\$250,182	\$238,492	\$250,117	\$11,625	\$254,175	\$258,654
6	Parkland Reg Library (requisition)	\$49,104	\$50,890	\$50,890	\$50,890	\$50,890	\$0	\$51,907	\$52,946
7	Senior Handi Bus Society (grant-2-62)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$25,000
8	Senior Housing Authority (req) (2% increase)	\$331,307	\$347,873	\$350,318	\$368,112	\$372,742	\$4,630	\$391,379	\$410,948
9	Solid Waste Management (\$65+\$3=\$68-swma req/pop inc 5952)	\$386,880	\$404,736	\$386,880	\$386,880	\$404,736	\$17,856	\$422,592	\$422,592
10	Heartland Youth Centre (playground program)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	\$50,000	\$50,000
11	Fire Protection (net) (county honorarium - \$7000 / Training - \$1000 / Foam - \$3000 / Fire hall repair materials - \$3000 / Utilities - \$3100 / Protective Clothing - \$3000)	\$465,511	\$491,751	\$486,451	\$444,812	\$464,943	\$20,131	\$474,233	\$481,622
13	Airport (net) (utility increase)	\$39,823	\$36,094	\$36,094	\$36,755	\$38,307	\$1,552	\$37,195	\$37,836
Total Community Partners		\$2,139,179	\$2,245,370	\$2,152,559	\$2,226,381	\$2,290,146	\$63,765	\$2,306,500	\$2,348,267
14	Education (ASFF) - 1% increase	\$2,314,984	\$2,334,809	\$2,327,097	\$2,319,539	\$2,347,657	\$28,118	\$2,368,544	\$2,393,266
15	Recreation (net) - Revenue increase - \$77,223 (county - \$8100, Pool - \$70,050, Hall - \$10,000 / Campground - \$5000 / SRC hockey revenue decrease - \$13,317 // Expenses increase - SRC - \$171,353 (Arena utilities \$43000 & pool utilities & repair materials - \$87,000 / Culture Library and museum - \$20,000 / Parks salaries, materials & utilities - \$27,831 / P&L Admin decrease in software maintenance - (\$7000)	\$2,202,951	\$2,480,729	\$2,793,829	\$2,552,269	\$2,646,399	\$94,130	\$2,487,956	\$2,527,359

Major Budget Impacts and Constraints

Cost of Labor

A significant share (40.35%) of the overall 2022 – 2024 Interim Operating Budget is committed to human resources. Town Council understands and appreciates that our most valuable resource is people: energetic, innovative employees who care equally about providing great service for municipal residents while working safe and effectively with others. Employees who are constantly striving to be the best they can be in the performance of their jobs and responsibilities. Senior Administration works hard at promoting a healthy, civil, respecting and appreciative culture in the workplace, and Council assists greatly in being a genuine champion for its employees.

Incremental changes include market adjustments, annual inflation and merit adjustments considered necessary to remain competitive. The inherent inflation factor built into past and future year labor budgets is as follows:

	(Jan 1)		AB CPI (Jan1)
2016	3%		2.1%
2017	3%		2.5%
2018	1.5%		1.4%
2019	1.5%		1.2%
2020	2.5%		1.1% (October 2020)
2021	0%	Total 11.5%	4.7% (August 2021) Total 13%
2022	0.5%		
2023	0.5%		
2024	____%	(subject to CUPE negotiations)	

The Town is a service provider and the provision of municipal services is enhanced by employing and maintaining a well-trained, experienced and dedicated team. Employees are considered our most valuable asset and the retention of knowledgeable staff is considered a very high priority within our organization.

The creation of new positions and/or salary grid changes must be approved by Council. A “Succession Planning Reserve Account” of \$300,000 was created in 2021 to assist with the ongoing Administration transitions within the organization over the coming years. Therefore, the Payroll contingency of \$50,000 has been eliminated for the 2022-2024. Administratively a contingency allocation was considered appropriate as the organization was experiencing some internal restructuring due to key retirements, as well ensuring some funds for seasonal emergent (enhanced) services. Conservative FTE/PT/OT employee costs are now better reflected with department labour budgets across the entire organization.

2016	\$50,000 (transferred to General Reserves)
2017	\$50,000 (transferred to General Reserves)
2018	\$50,000 (transferred to General Reserves)
2019	\$50,000 (transferred to General Reserves)
2020	\$0.00
2021	\$0.00
2022	\$0.00
2023	\$0.00
2024	\$0.00

Salaries and benefits for employees are summarized below:

			Total Salary & Benefits Budget	General Salaries	41-42-43 Utilities Salaries	Utility % of Total Salaries & Benefits
		2014 Payroll Budget	4,814,270	3,662,480	1,151,790	23.92%
		2015 Payroll Budget	5,042,160	3,858,430	1,183,730	23.48%
		2016 Payroll Budget	5,231,370	4,005,360	1,226,010	23.44%
		2017 Payroll Budget	5,530,020	4,226,160	1,303,860	23.58%
		2018 Payroll Budget	5,717,710	4,432,770	1,284,940	22.47%
		2019 Payroll Budget	5,784,230	4,413,610	1,370,620	23.70%
		2020 Payroll Budget	6,209,960	4,841,990	1,367,970	22.03%
		2021 Payroll Budget	6,225,520	4,866,610	1,358,910	21.83%
2022 Changes						
	Benefits	WCB Claims Experience	(43,421)			
		Equitable Life - (Dental / Ext Health)	11,244			
		LAPP	(44,004)			
	Administration	Manager of Accounting and Financial Services (grid increase)	0			
	Planning	Additional Planning Position	69,462			
	Board of Trade	BOT Staffing Changes	11,890			
	Transportation	Retirement Payout	9,500			
		Replace Transportation Foreman	(12,007)			
		Replace Transportation Labour	(12,979)			
	Parks and Leisure	Additional Summer Student - CIB	5,000			
	COLA - 0.05%	Merit, Benefit Volume/Rate Increases	77,366			
		2022 Payroll Budget	6,297,570	4,938,660	1,358,910	21.58%
		2021- 0.25%	1.16%	72,050		
		2023 Payroll Budget (est 0.05%)	6,397,970	100,400	1.59%	
		2024 Payroll Budget (est 1%)	6,548,249	150,279	2.35%	

Cost of Electricity and Natural Gas

The Town will consume approximately **4999 mWh** (4,999,000 kWh) of electricity in 2022 (**2021-5028 mWh**) at the contracted rate with CAPITAL POWER of \$43.92 per mWh (3 years: 2021-2023). The difference in mWh is the overall usage at the campground and traffic lights. A summary of the Electrical Rate paid by the Town of Stettler is as follows:

- 2013 - 2018 - \$58.29 mWh – ENMAX / 2019 - 2020 - \$53.10 mWh - ENMAX
- 2021 - 2023 - \$43.92 mWh – CAPITAL POWER
- 2024 – 2026 - \$52.85 mWh – CAPITAL POWER

The Town's energy contractor Energy Associates International (EAI) was integral in procuring our future retail electricity requirements in 2013 - 2026. They're fees are \$3 per mWh (approximately \$14,400 annually which is included in the commodity cost).

Combining both commodity retail fees (CAPITAL POWER & EAI **\$247,230 - 26%**) with wire service provider charges (ATCO **\$721,125 – 74%**), the 2022 Interim Operating Budget includes **\$968,355** (**2021 - \$830,097 - increase of \$138,258 / 16.66%**) for electricity. In 2022 the \$138,258 includes the following: distribution costs/local access fee +\$135,120, and rate rider cost +\$3,138. Approximately **74%** (or **\$715,290**) of the Town's entire cost of electricity is attributed to the following three types of consumption: WTP 19.78% (**\$191,546**), the SRC 24.72% (**\$239,413**), and Street Lights 29.36% (**\$284,331**).

In addition, the Town will consume approximately **25,185 GJ** of natural gas in 2022 (**23,824 in 2021**) at the contracted rate with ACCESS Gas of \$2.67+ UFG (Unaccounted for Gas lost through the distribution system)+ applicable administration fees per GJ (5-year 2018 – 2022 - Hybrid Purchase (75% equivalent of weather normalized volumes) plus the EAI fee of \$0.30 per GJ. The 2022 Interim Operating Budget includes **\$236,916** (**2021 - \$201,464 increase of \$35,452 / 17.6%**) for natural gas. The Provincial Carbon Tax has been repealed effective June 1, 2019; however, the 2022 Interim Budget foresees an increase of the Federal Carbon Tax in Alberta to \$2.63/GJ till April 1, 2022 then \$3.29/GJ till April 1, 2023 from the 2021 rate of \$2.10/GJ. As such there is an increase in the Carbon Tax cost in 2022 of \$16,278 (\$60,978-\$44,700 = 36.4%) with the remaining \$19,174 from the increased usage in Town owned facilities. The Federal Carbon Tax currently makes up approximately **26%** (**\$60,978**), Commodity charges **37%** (**\$88,513**) and Transportation / Local Access Fee **37%** (**\$87,425**) of the Total \$236,916

Given provincial uncertainty, as well as confidence in the budget estimates, Administration has eliminated the \$30,000 utility contingency in the 2022 – 2024 Interim Operating Budget.

Of note, the Town has included "Affiliated Sites" in both of our long-term utility supply contracts with CAPITAL POWER & ACCESS GAS. These external community organizations benefit by realizing the same rates as the Town, while being responsible for their own bills. These sites include:

- Stettler Regional Board of Trade and Community Development
- Stettler Curling Club
- Stettler Community Support Centre (FCSS)
- Royal Canadian Legion
- Stettler Regional Child Care Centre
- Superfluity
- Gear-up

- Summer Village of White Sands
- Stettler Museum (added 2016)
- Stettler Golf Course (added 2019-2020)

Franchise Agreements

The AltaGas Franchise Agreement was also renegotiated in 2015. This reflects a change in the franchise fee from 18% to 30%, **2022 – \$1,065,000** (2021 - \$1,002,950 - \$62,050 increase). The difference is based on an increase in Delivery Revenues, not retail revenues.

The ATCO Electric Franchise Agreement was also renegotiated in 2017. This reflects a change in the franchise fee from 6.1% to 11.1%. **2022 – \$805,000** (2021 - \$727,000 - \$78,000 increase). Franchise Fees are calculated upon the estimated distribution component of customer bills and not upon the retail (consumption) component.

Debenture Debt

Debenture Debt outstanding at the end of 2022 will be approximately \$4.5 million. Included in this debt are borrowings for local improvement purposes of which \$1.253 million is being repaid through frontage levies on abutting properties. Therefore, these local improvement borrowings will be paid 100% by benefiting property owners and have no operating budget impacts.

Year	Total Debentures
2016	\$6,969,966.00
2017 *LI*	\$6,979,181.00
2018	\$6,502,626.00
2019	\$6,004,089.82
2020	\$5,482,521.43
2021	\$5,004,358.85
2022	\$4,504,844.98
2023	
2024	
2025	

In accordance with the Town's 2020 Audited Financial Statements the Town's maximum debt limit per provincial legislation is approximately \$24 million. The 2022 Interim Operating Budget includes annual debt servicing costs as follows:

	Utilities	General	Total
Principle	\$283,450.00	\$205,080.00	\$488,530.00
Interest	\$107,580.00	\$64,810.00	\$172,390.00
Total	\$391,030.00	\$269,890.00	\$660,920.00
			\$660,920.00
		2022 Budget	\$660,920.00

2021 - \$694,400 (-\$33,480) - delete 2022 - bylaw 1840-01 - Parkdale roads & bylaw 1841-01 - Jiro watermain extension

County of Stettler Revenue Contributions included in the Interim Operating Budget

	2019	2020 (Pre Covid - Interim Budget - Dec 2019)	2020 (Post Covid - Tax Budget - May 2020)	2021	2022	2023	2024
County of Stettler Contributions							
Fire Department (Joint 50% / County Honorarium - 100%)	\$176,998	\$191,774	\$185,924	\$232,779	\$239,913	\$245,922	\$250,413
Regional Fire Chief & Deputy (50%)	\$148,580	\$151,865	\$151,865	\$151,680	\$150,155	\$152,490	\$154,525
RCMP - Community Resource Officer (25%)	\$28,690	\$0	\$0	\$0	\$44,156	\$44,627	\$46,037
Airport Operations	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
Recreation Cost Sharing (originally \$513,300)	\$470,980	\$431,500	\$431,500	\$431,500	\$439,600	\$444,000	\$448,500
Stettler Board of Trade (funding on project by project basis)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total County of Stettler Contributions	\$829,748	\$779,639	\$773,789	\$820,459	\$878,324	\$891,539	\$903,975

County of Stettler Equitable Recreation Cost Sharing Contribution:

The 2022 Interim Operating Budget includes **\$439,600** (2021 - **\$431,500** - **\$8,100**) in recreation support from the County of Stettler. The Administrative assumptions incorporated are as follows:

PLS Revenue:	\$439,600	
PLS Expenditures:		
Transfer to SRC Capital Reserve -Town	\$173,600	(represents 65% of \$4M deemed debt)
Transfer to SRC Capital Reserve -County	<u>\$93,300</u>	(represents 35% of \$4M deemed debt)
	\$266,900	
Remains as net operational support	\$54,300	(to support property tax mitigation)
Remains as new net operational support	<u>\$118,400</u>	(enhances available for Capital Budget)
	\$172,700	

The availability of these new funds is welcome and certainly helps to soften the budgetary impacts of the proposed 0% property tax increase.

	Assessment	Agreement %	% (\$ Amount)	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2015	1,619,422,100	0.03170%	\$513,356.81	\$513,300.00	\$513,451.54	0	0	0.00%	\$266,900	\$118,400	\$128,000
2016	1,564,948,030	0.03170%	\$496,088.53	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	\$266,900	\$118,400	\$110,700
2017	1,486,850,730	0.03170%	\$471,331.68	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	\$266,900	\$118,400	\$86,200
2018	1,497,109,550	0.03170%	\$474,583.73	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	\$266,900	\$118,400	\$88,700
2019	1,487,837,630	0.03170%	\$471,644.53	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	\$266,900	\$118,400	\$86,300
2020	1,361,294,500	0.03170%	\$431,530.36	\$431,500.00	\$430,433.44	-126,543,130	-40,100	-8.50%	\$266,900	\$118,400	\$46,200
2021	1,373,106,660	0.03170%	\$435,274.81	\$431,500.00		11,812,160	0	0.00%	\$266,900	\$118,400	\$46,200
2022	1,386,837,727	0.03170%	\$439,627.56	\$439,600.00		13,731,067	8,100	1.88%	\$266,900	\$118,400	\$54,300
2023	1,400,706,104	0.03170%	\$444,023.83	\$444,000.00		13,868,377	4,400	1.00%	\$266,900	\$118,400	\$58,700
2024	1,414,713,165	0.03170%	\$448,464.07	\$448,500.00		14,007,061	4,500	1.01%	\$266,900	\$118,400	\$63,200

Family and Community Support Services (FCSS)

The Town will continue to fund the maximum 20% share (**\$39,287**) to access the maximum 80% available funding from the Provincial Government (**\$157,148**). Total FCSS contribution including provincial funding is **\$196,435** in 2022.

Miscellaneous 2022 Budget impacts

- Fire Agreements with Villages (50% Town share) will generate \$29,788
- AE Kennedy rental income to increase by \$900 to \$205,300 (2021 - \$204,400)
 - Current agreement expires 2023
- Ambulance Station rental income will generate \$20,100.
- Library rental income \$42,000.
- Physician recruitment included at \$1,500 per year. (decrease of \$21,000 from 2019)
- Minor Sport Associations within Town facilities continues to be subsidized at 50%.
- Seniors Centre (HUB) - \$22,875 income (includes \$6,000 casino funding)/ \$13,280 expense

Property Assessment and Taxation

Property Assessment Growth Estimates due to New Construction

Growth in our assessment base, due to new construction, is expected to generate additional municipal revenues as follows:

• 2016	\$8.8 million	\$67,315
• 2017	\$3 million	\$23,223
• 2018	\$2.7 million	\$18,763
• 2019	\$3.2 million	\$25,980
• 2020	\$3.4 million	\$28,290
• 2021	\$3.9 million	\$29,865
• 2022	\$3 million	\$23,532
• 2023	\$2 million	\$15,900
• 2024	\$2 million	\$15,920

This new revenue from property taxation growth is welcome and vital to fund the budget challenges associated with sustainability and the ongoing uncertain Alberta economy.

Municipal Property Taxation

Municipal governments have few tools available to finance budgetary pressures. Property taxes are the primary and most substantial revenue source available. The three-year Operating Budget proposes the following municipal property tax increases to offset rising costs, yet remaining mindful of today's economic challenges.

	<u>Res/N-Res</u>	<u>New Tax \$ Generated</u>	<u>Each 1% equals</u>
2024	2% & 2%	\$138,971	\$61,525
2023	2% & 2%	\$136,226	\$60,163
2022	0% & 0%	\$0	\$59,935
2021	0% & 0%	\$0	\$59,505
2020	0% & -1%	-\$22,496	\$59,347
2019	2% & 2%	\$112,730	\$56,365
2018	2% & 2%	\$110,003	\$55,003
2017	2% & 2%	\$107,484	\$53,742
2016	2% & 2%	\$105,380	\$51,978
2015	3% & 3%	\$149,247	\$49,750
2014	3% & 4%	\$143,440	\$47,110
2013	3% & 3%	\$129,403	\$45,740
2012	3% & 3%	\$122,980	\$40,993
2011	3% & 3%	\$118,170	\$39,390
2010	1% & 2%	\$50,500	\$38,360
2009	.45% & 2.9%	\$45,660	\$37,167
2008	5.41% & 8.45%	\$213,585	
2007	5% & 10%	\$194,062	
2006	8%	\$215,750	

Historical "Municipal" new property tax revenue generation, including the approved tax increase and new growth:

2021	\$5,993,525	+\$43,018	0.72%	(0% residential / 0% non-residential)
2020	\$5,950,507	+\$16,949	0.29%	(0% residential / -1% non-residential)
2019	\$5,933,558	+\$151,304	2.6%	
2018	\$5,782,254	+\$137,033	2.4%	
2017	\$5,645,221	+\$126,857	2.3%	
2016	\$5,518,364	+\$181,244	3.4%	
2015	\$5,337,120	+\$224,547	4.4%	
2014	\$5,112,573	+\$270,245	5.6%	
2013	\$4,842,328	+\$403,747	9.1%	
2012	\$4,438,581	+\$224,337	5.3%	
2011	\$4,099,128	+\$159,729	3.9%	
	\$115,116	+\$115,116	-	Annexed Properties
2010	\$3,939,399	+\$105,589	2.7%	
2009	\$3,833,810	+\$117,858	3%	
2008	\$3,715,952	+\$362,792	11%	
2007	\$3,353,160	+\$352,551	12%	
2006	\$3,000,609	+\$308,537	11%	
2005	\$2,692,072	+\$177,009	7%	
2004	\$2,515,063	+\$97,883	4%	
2003	\$2,417,181	+\$101,837	4%	

Municipal Utility Services

Water Services:

A summary of the projected water rates included in the 2020 - 2022 Interim Operating Budget is as follows:

Year	Rate	Difference	Flat Rate / Month	Botha / m3	Hwy12-21 / m3	SMRWSC / m3	True-up / Estimate
2005	\$0.9000		\$10.00	\$0.9000	\$0.0000	\$0.0000	
2006	\$0.9900	\$0.09	\$10.00	\$0.9900	\$0.8365	\$0.0000	True-up
2007	\$1.0808	\$0.09	\$10.00	\$1.0808	\$1.0955	\$0.0000	True-up
2008	\$1.1717	\$0.09	\$10.00	\$1.1717	\$1.0862	\$0.0000	True-up
2009	\$1.7000	\$0.53	\$10.00	\$1.5500	\$1.0500	\$1.0200	True-up
2010	\$1.7700	\$0.07	\$10.00	\$2.0000	\$1.1800	\$1.2400	True-up
2011	\$2.0100	\$0.24	\$10.00	\$2.0500	\$1.2590	\$1.2880	True-up
2012	\$2.2900	\$0.28	\$10.00	\$2.0670	\$1.3840	\$1.4130	True-up
2013	\$2.5200	\$0.23	\$10.00	\$2.1000	\$1.3200	\$1.3500	True-up
2014	\$2.5900	\$0.07	\$10.00	\$2.1334	\$1.3228	\$1.3673	True-up
2015	\$2.7200	\$0.13	\$10.00	\$2.2272	\$1.3144	\$1.3543	True-up
2016	\$2.7300	\$0.01	\$10.00	\$2.2378	\$1.3429	\$1.3816	True-up
2017	\$2.7800	\$0.05	\$10.00	\$2.2320	\$1.3215	\$1.3617	True-up
2018	\$2.7900	\$0.01	\$10.00	\$0.0000	\$1.3900	\$1.4214	True-up
2019	\$2.8000	\$0.01	\$10.00	\$0.0000	\$1.3356	\$1.3681	True-up
2020	\$2.8200	\$0.02	\$10.00	\$0.0000	\$1.3960	\$1.4420	True-up
2021	\$2.8200	\$0.00	\$10.00	\$0.0000	\$1.3964	\$1.4421	True-up
2022	\$2.8200	\$0.00	\$10.00	\$0.0000	\$1.3960	\$1.4420	Budget
2023	\$2.8400	\$0.02	\$10.00	\$0.0000	\$1.4000	\$1.4500	Budget
2024	\$2.8600	\$0.02	\$10.00	\$0.0000	\$1.4100	\$1.4600	Budget
2025	\$2.8800	\$0.02	\$10.00	\$0.0000	\$1.4200	\$1.4700	Budget

For a typical Stettler residential customer using 17 m³ per month, water costs are projected to change by the following amounts:

2014	+ \$1.19 per month or \$14.28 per year
2015	+ \$2.21 per month or \$26.52 per year
2016	+ \$0.17 per month or \$2.04 per year
2017	+ \$0.85 per month or \$10.20 per year
2018	+ \$0.17 per month or \$2.04 per year
2019	+ \$0.17 per month or \$2.04 per year
2020	+ \$0.34 per month or \$4.08 per year
2021	+ \$0.00 per month or \$0.00 per year
2022	+ \$0.00 per month or \$0.00 per year
2023	+ \$0.34 per month or \$4.08 per year
2024	+ \$0.34 per month or \$4.08 per year

The water rates model originally prepared by Campbell Ryder and Associates has been updated for 2022 – 2023 estimates as included in this Budget. Administration has updated the Water Model to 2032.

The model allocates budgeted cash expenditures among all internal and external consumer groupings using various sharing mechanisms. The model does not allow for debenture debt repayments (both principal & interest) or capital expenditures however does allow for net depreciation of capital and for a rate of return on net capitalized assets at **8.300%**, actual debt at ACFA borrowing rate – 3.39% (20 year), and deemed debt at a hybrid rate of 4.500%.

The following is a summary of the gross expenditures being forecast in the rate model:

Total Operational Budget Summary	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Expenditures (per Town Budget)	\$2,743,105	\$2,794,070	\$2,829,677	\$2,816,041	\$3,033,843	\$3,095,880	\$3,092,209	\$3,094,431	\$3,094,476	\$3,103,571
minus - Non Cash Items (Debt, ROE)	-\$511,030	-\$501,780	-\$491,580	-\$488,400	-\$476,520	-\$471,440	-\$461,360	-\$446,170	-\$436,080	-\$403,020
Total Cash Operating Expenditures	\$2,232,075	\$2,292,290	\$2,338,097	\$2,327,641	\$2,557,323	\$2,624,440	\$2,630,849	\$2,648,261	\$2,658,396	\$2,700,551
Net Depreciation	\$300,791	\$288,038	\$300,215	\$297,241	\$299,040	\$298,358	\$300,468	\$293,011	\$292,329	\$288,386
Return on Assets	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$200,000	\$191,000
Return on Debt	\$215,661	\$202,117	\$193,460	\$186,518	\$178,773	\$170,608	\$166,875	\$162,426	\$155,358	\$148,350
Total Gross Cost Allocated in Water Model	\$3,019,527	\$3,042,445	\$3,081,772	\$3,051,400	\$3,270,136	\$3,323,406	\$3,318,192	\$3,313,698	\$3,306,083	\$3,328,287

The consumption estimates projected in the water model and used to calculate customer rates are as follows:

	Actual m³ Dec 31, 2020	m³ 2021	m³ 2022	m³ 2023+
In-Town Customers (Ave 2615)	597,850 45%	700,000 48.0%	700,000 48.0%	700,000 48.0%
Highway 12/21 Customers	221,779	250,000	250,000	250,000
SMRWSC Customers	<u>506,664</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Total Out-of-Town Customers	728,443 55.0%	750,000 52.0%	750,000 52.0%	750,000 52.0%

With the dissolution of Botha, becoming part of the County of Stettler on September 1, 2017, the consumption for Botha in the water model has been included in the consumption for SWRWSC for 2018 onwards. For simplicity purposes the model does not assume any new growth either in Town or from external customers.

The additions of New Norway and Duhamel have also been included in the consumption amounts for Hwy 12/21 Regional Water Commission. Soon Mirror and Edberg will also be added to the Commission as funding has been allocated from the Provincial Government for regional water lines to be completed.

Our water treatment plant is currently producing at around 1/2 capacity which is considered an uneconomic production level. The good news is that production costs are not directly proportional to higher volumes, therefore higher consumption (in the longer term) should eventually result in more attractive rates. Staffing is a significant cost component that would only marginally increase with substantially higher consumption levels.

Members of Council should be reminded that the rates determined for out of town agencies represent their wholesale cost of purchasing water from the Town. Each must individually add their own distribution, maintenance and administration component costs before determining their price to their ultimate customer.

Utilizing a proven "Water Model" is an approved mechanism for calculating water rates to customers outside your boundaries, and is defensible to the Alberta Energy & Utilities Board.

Water Conclusion:

The 2022 - 2024 Interim Operating Budget generates within the Municipal Water Utility the following annual "Cash" contributions towards water capital and other general municipal operations:

	\$2.72 m ³	\$2.73 m ³	\$2.78 m ³	\$2.79 m ³	\$2.80 m ³	\$2.82 m ³	\$2.82 m ³	\$2.82 m ³	2.84 m3	2.86 m3
Annual Contributions	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Administration Services Recovery	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Debtenture Payments	\$234,030	\$235,780	\$235,580	\$242,400	\$235,520	\$235,440	\$235,360	\$230,170	\$230,080	\$206,020
Water Meter Replacement Capital	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Return on Investment to General (in lieu of Franchise Fee 8.30% of 40% Equity)	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$200,000	\$191,000
Available for Water Capital (in lieu of depreciation)	\$255,725	\$208,632	\$202,716	\$176,314	\$94,969	-\$63,562	\$69,333	\$54,007	\$66,847	\$77,057

Option: Any change to In-Town consumption rates will further increase or decrease the amount available for water capital purpose: For example, each \$0.01 per m³ rate increase/decrease results in an annual water revenue budget projection change of \$5,902 based on 590,000 m3 (plus commercial sewer revenue by an additional \$1,160).

Of note, the \$10 per month flat fee currently recovers 40% (\$298,200 / \$746,438) of the combined Water Billing (\$94,240) and Water Transmission (\$652,198) expenses in the 2022 Operational Budget totaling \$746,438. The remaining 60% of these costs are recovered through In-Town volume consumption rates.

The logic behind incorporating a monthly fixed rate fee is to share equitably amongst all customers those component costs that are considered predominantly fixed and not variable. Our current benchmark is to recover 40% to 50% of the billing and transmission component costs

through the equal fixed fee. For comparison purposes, if our benchmark was increased to 100%, this would no longer be considered equitable as the residential class (with the most customers) would then be charged for 85% of these costs. Conversely if our bench mark was set to zero our variable water rate would increase to **\$3.2702** and this would not be equitable to larger consuming commercial customers.

However, Council should be mindful that any change to the fixed component will generally affect the smallest consumers the most. For illustrative purposes a **\$1 per month fixed increase generates \$29,820** in additional revenue, this is equivalent to a \$0.2263 m³ volume rate increase on a small household consuming 5 m³ per month, verses only a \$0.0565 m³ increase to an average household using 20 m³ per month.

- \$0.2263 x 5 m³ x 12 months = \$13.57
- \$0.0565 x 20m³ x 12 months = \$13.57

Option: A \$1.00 per month change in the fixed component rate will generate \$29,820 in additional revenue. At \$11 per month the Town would then recover an estimated 43.94% (\$328,020 / \$746,438) of the Billing and transmission costs.

Sanitary Sewer Services:

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$21.50	\$0.50
2017	\$22.00	\$0.50
2018	\$22.25	\$0.25
2019	\$22.50	\$0.25
2020	\$22.75	\$0.25
2021	\$22.75	\$0.00
2022	\$22.75	\$0.00
2023	\$23.00	\$0.25
2024	\$23.25	\$0.25
2025	\$23.50	\$0.25

Historically residential flat monthly sewer rates were as follows. Commercial sewer rates are calculated at 40% (Industry Standard - On average 40% of home water use is from the toilet, Canadian Mortgage and Housing) of the monthly water consumption charge or **\$22.75 (2022 proposed rate)** per month, whichever is the greater. Therefore, as water rates increase, commercial properties using more than approximately 20.17 m³ of water per month will pay more for sewage disposal as well.

The 2022 – 2024 Interim Operating Budget proposes no increase in the flat rate for residential customers. Each \$0.05 increase from the **2022 proposed rate of \$22.75** would generate an additional \$1,234 from residential customers while the \$0.01 per m³ proposed water rate increase will generate an additional \$1,160 in sewer revenues from commercial properties.

The following is a summary the 2022 sewer revenue forecast by class of customer:

	#		2022 Water Consumption		2022 Sewer Revenue	
Commercial Properties	375	15.4%	275,000 m ³	46.6%	\$327,120	36.8%
Residential Properties:	<u>2057</u>	84.6%	<u>315,000</u> m ³	53.4%	<u>\$561,561</u>	63.2%
	2432		590,000 m ³		\$888,681	(\$888,681 2022)

A summary of net revenue generated (for capital) within the 2022 – 2024 Interim Operating Budget from municipal sewer utility services is as follows:

	@\$21.00	@\$21.50	@\$22.00	@\$22.25	@\$22.50	@\$22.75	@\$22.75	@\$22.75	@\$23.00	@\$23.25
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Available for Capital Funding	\$260,370	\$262,889	\$224,218	\$193,937	\$226,583	\$263,356	\$243,836	\$229,281	\$238,875	\$252,802

As a result, the 2022 Interim Operating Budget proposes a \$0.00 increase in the monthly residential sewer rate of \$22.75 per month.

Option: each \$0.05 residential rate change from the proposed 2022 rate of \$22.75 per month flat residential sewer charge will impact the budget by \$1,234 per year.

Garbage Collection/Landfill Services and Recycling:

Garbage Collection (Weekly)

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$21.50	\$0.50
2017	\$22.00	\$0.50
2018	\$22.25	\$0.25
2019	\$22.50	\$0.25
2020	\$22.75	\$0.25
2021	\$22.75	\$0.00
2022	\$22.75	\$0.00
2023	\$23.00	\$0.25
2024	\$23.25	\$0.25
2025	\$23.50	\$0.25

Historically residential flat garbage collection fees were as follows. Each \$0.05 increase from the **2022 proposed rate of \$23.75** would generate an additional \$1,341 from residential customers.

Stettler Waste Management Association (SWMA) Per Capita

Year	Rate / Month	Increase / Month
2013	\$43.00	
2014	\$46.00	\$3.00
2015	\$52.00	\$6.00
2016	\$58.00	\$6.00
2017	\$61.00	\$3.00
2018	\$62.00	\$1.00
2019	\$65.00	\$3.00
2020	\$65.00	\$0.00
2021	\$65.00	\$0.00
2022	\$68.00	\$3.00
2023	\$71.00	\$3.00
2024	\$74.00	\$3.00
2025	\$77.00	\$3.00

The 2022 Interim Operating Budget also anticipates an \$3.00 increase to the SWMA per Capital of \$68.00 (\$65.00 in 2021) Increase +\$17,856.

Town of Stettler is currently under a 5-year contract with C&S Disposal for Residential collection of garbage (weekly), composting (bin locations) and recycling (bi-weekly) services. The 2022 Budget includes a 2% - \$6516 increase.

	Original Tender - Nov 2019	2020	2021	2022	2023	2024
Garbage Collection:		addition of 13 Tower Rd		2% rate increase	2% rate increase	2% rate increase
Rate per unit:	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.10	\$ 5.20	\$ 5.30
# of Months:	12	12	12	12	12	12
# of Units:	2185	2198	2228	2235	2240	2245
Budget estimate:	\$ 131,100.00	\$ 131,880.00	\$ 133,680.00	\$ 136,782.00	\$ 139,776.00	\$ 142,782.00
Municipal Waste Bins - 14 Bins						
Rate per bin/mo.	\$ 130.00	\$ 130.00	\$ 130.00	\$ 132.60	\$ 135.25	\$ 137.96
# of Months:	12	12	12	12	12	12
Budget estimate:	\$ 21,840.00	\$ 21,840.00	\$ 21,840.00	\$ 22,276.80	\$ 22,722.00	\$ 23,177.28
Municipal Recycling per week						
Rate per bin/mo.	\$ 4.62	\$ 4.62	\$ 4.62	\$ 4.71	\$ 4.80	\$ 4.90
# of Months:	12	12	12	12	12	12
Budget estimate:	\$ 240.24	\$ 240.24	\$ 240.24	\$ 244.92	\$ 249.60	\$ 254.76
Total Contracted Garbage Collection:	\$ 153,180.24	\$ 153,960.24	\$ 155,760.24	\$ 159,303.72	\$ 162,747.60	\$ 166,214.04
	2020	2020	2021	2022	2023	2024
Composting Collection -						
Unit price	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.24	\$ 12.48	\$ 12.73
# of Pick-up Days / year: (Tuesdays & Thursdays - April 1 to November 11)	64	64	64	64	64	64
# of bins:	23	23	23	23	23	23
Pro Rated Budget Estimate	\$ 17,664.00	\$ 17,664.00	\$ 17,664.00	\$ 18,017.28	\$ 18,370.56	\$ 18,738.56
Year Contract Budget Estimate	\$ 28,704.00	\$ 28,704.00	\$ 28,704.00	\$ 29,278.08	\$ 29,852.16	\$ 30,450.12
	2020	2020	2021	2022	2023	2024
Recycling Collection:						
Unit Price	\$ 1.85	\$ 1.85	\$ 1.85	\$ 1.89	\$ 1.93	\$ 1.97
Rate per Month: (Weekly)	\$ 5.89	\$ 6.04	\$ 6.19	\$ 6.35	\$ 6.51	\$ 6.67
# of Months:	12	12	12	12	12	12
# of Units:	2160	2173	2188	2195	2200	2205
Budget Estimate: (Bi-weekly)	\$ 103,896.00	\$ 104,521.30	\$ 105,242.80	\$ 107,862.30	\$ 110,396.00	\$ 112,940.10
Budget Estimate: (Weekly)	\$ 152,781.83	\$ 157,543.89	\$ 162,597.18	\$ 167,195.31	\$ 171,765.57	\$ 176,459.84
Total Yearly Budget - All	\$ 285,780.24	\$ 287,185.54	\$ 289,707.04	\$ 296,444.10	\$ 302,995.76	\$ 309,604.26
Total Yearly Budget - pro-rated Composting	\$ 274,740.24	\$ 276,145.54	\$ 278,667.04	\$ 285,183.30	\$ 291,514.16	\$ 297,892.70
				\$ 6,516.26		\$ 1,485,936.70

As a result of COVID-19 and the remaining uncertain economic timing, the 2022 Interim Operating Budget proposes a \$0.00 increase in the monthly residential garbage rate of \$23.75 per month.

A summary of net revenue generated in the 2022 – 2024 Interim Operating Budget from municipal garbage utility services as well as projected rate changes is as follows:

	@\$21.00	@\$22.50	@\$23.00	@\$23.25	@\$23.50	@\$23.75	@\$23.75	@\$23.75	@\$24.00	@\$24.25
Net Landfill and Garbage Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Available for Capital Funding	\$86,789	\$88,686	\$82,767	\$56,677	\$55,605	\$55,158	\$75,945	\$58,092	\$44,810	\$49,122
# of Users	2,170	2,175	2,180	2,185	2,190	2,190	2,228	2,235	2,240	2,245

Recycling (Bi-weekly)

Year	Rate / Month	Increase / Month
2013	\$6.00	
2014	\$6.00	\$0.00
2015	\$6.00	\$0.00
2016	\$6.00	\$0.00
2017	\$6.25	\$0.25
2018	\$6.25	\$0.00
2019	\$6.50	\$0.25
2020	\$6.50	\$0.00
2021	\$6.50	\$0.00
2022	\$6.50	\$0.00
2023	\$6.75	\$0.25
2024	\$7.00	\$0.25
2025	\$7.25	\$0.25

Historically residential flat recycling collection fees were as follows. Each \$0.05 increase from the **2022 proposed rate of \$6.50** would generate an additional \$1,317 from residential customers.

As a result, the 2022 Interim Operating Budget proposes no increase in the monthly residential recycling rate from \$6.50 per month.

A summary of net revenue generated in the 2022 – 2024 Interim Operating Budget from municipal recycling / composting utility services as well as projected rate changes is as follows:

	@\$6.00	@\$6.00	@\$6.25	@\$6.25	@\$6.50	@\$6.50	@\$6.50	@\$6.50	@\$7.00	@\$7.50
Recycling /Composting Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Available for Capital Funding	\$26,399	\$19,210	\$20,280	\$18,510	\$19,665	\$46,636	\$35,927	\$33,501	\$37,533	\$41,101
# of Users	2,135	2,145	2,150	2,160	2,160	2,160	2,188	2,195	2,200	2,205

These net contributions to the overall amount available for capital are based upon maintaining the same levels of service for both programs:

- Curbside residential garbage collection on a weekly basis.
- Curbside residential recycling collection on a bi-weekly basis.

Option: Each \$0.05 change in monthly residential garbage collection rates will impact the budget by +/- \$1,341 annually.

Option: Each \$0.05 change in monthly residential recycling collection rates will impact the budget by +/- \$1,317 annually.

2022 – 2024 Operating Budget Conclusion

	2019	2020	2021	2022	2022	Diff
Assessment	\$265,140	\$265,140	\$264,140		\$265,140	
0% Tax (interim) 2022	\$1,837.63	\$1,856.01	\$1,856.01		\$1,856.01	\$0.00
Water Rate per Cubic Meter Based on 17 M3 per Month - (2017 - \$2.78 / 2018 - \$2.79 / 2019 - \$2.80 / 2020 - \$2.82 / 2021 - \$2.82 / 2022 - \$2.82)	\$571.20	\$575.28	\$575.28	\$2.82 x 17m3 x 12	\$575.28	\$0.00
Water Fixed Rate - \$10.00 per Month	\$120.00	\$120.00	\$120.00	\$10 x 12	\$120.00	\$0.00
Sewer Fixed Rate per Month - (2017 = \$22.00 / 2018 = \$22.25 2019 = \$22.50 / 2020 = \$22.75 / 2021 - \$22.75 / 2022 - \$22.75)	\$270.00	\$273.00	\$273.00	\$22.75 x 12	\$273.00	\$0.00
Garbage Fixed Rate per Month - (2017 = \$23.00 / 2018 = \$23.25 / 2019 = \$23.50 / 2020 - \$23.75 / 2021 - \$23.75 / 2022 - \$23.75)	\$282.00	\$285.00	\$285.00	\$23.75 x 12	\$285.00	\$0.00
Recycling Fixed Rate - (2017 - \$6.25 / 2018 - \$6.25 / 2019 - \$6.50 / 2020 = \$6.50 / 2021 - 6.50 / 2022 - \$6.50)	\$78.00	\$78.00	\$78.00	\$6.50 x 12	\$78.00	\$0.00
Total	\$3,158.83	\$3,187.29	\$3,187.29		\$3,187.29	\$0.00
	\$90.44	\$28.46	\$0.00		\$0.00	
Overall Percentage Change	2.95%	0.90%	0.00%			0.00%

Alternative 2022 Incremental Financial Impacts on the Budget and on the Average Residential Customer:

<u>Incremental Financial Impact on Customer/ Property Owner:</u>	<u>Impact on Interim Budget</u>
Proposed Municipal Tax increase of 0%	+\$0
Each 1% Municipal Tax Increase	+\$9,935
Proposed Water Rate increase of \$0.00m³ (no change - \$2.82)	+\$0.00
Each \$0.01 Water Rate increase per month	+\$5,902
Generates automatic commercial Sewer Revenue	+\$1,160
Each \$1 fixed Water Rate increase per month = \$12/year	+\$29,820
Proposed Sewer Rate increase of \$0.00 (no change - \$22.75)	+\$0.00
Each \$0.05 fixed Sewer Rate increase per month = \$0.60/year/res	+\$1,234
Proposed Garbage Rate increase of \$0.00 (no change - \$23.75)	+\$0.00
Each \$0.05 fixed Garbage Rate increase per month = \$0.60 per year	+\$1,341
Proposed Recycling Rate increase of \$0.00 (no change - \$6.50)	+\$0.00
Each \$0.05 fixed Recycling Rate increase per month = \$0.60 per year	+\$1,317

2022 Funding Requests (from property tax base)

- Stettler Steel Wheel Stampede

**Water, Sewer, Garbage & Recycling
Net Budget Impacts**

	2019	2020 Post COVID - May 2020	2020 Pre COVID - Dec 2019	2021	2022	2023	2024
	\$10/month plus 590,000 m ³ @ \$2.8000 m ³	\$10/month plus 590,000 m ³ @ \$2.8200m ³	\$10/month plus 590,000 m ³ @ \$2.8200m ³	\$10/month plus 590,000 m ³ @ \$2.8200m ³	\$10/month plus 590,000 m ³ @ \$2.8200 m ³	\$10/month plus 590,000 m ³ @ \$2.8400 m ³	\$10/month plus 590,000 m ³ @ \$2.8600 m ³
Revenue - Water	\$ 3,128,812	\$ 3,032,318	\$ 3,147,098	\$ 3,147,358	\$ 3,148,438	\$ 3,161,323	\$ 3,180,628
Expenditures - Water	\$ 3,033,843	\$ 3,095,880	\$ 3,095,880	\$ 3,078,025	\$ 3,094,431	\$ 3,094,476	\$ 3,103,571
Net Budget Impact	\$ 94,969	\$ (63,562)	\$ 51,218	\$ 69,333	\$ 54,007	\$ 66,847	\$ 77,057
Net Depreciation, not included	\$ 299,040	\$ 298,358	\$ 298,358	\$ 300,468	\$ 293,011	\$ 297,329	\$ 293,386
Debenture Principal, included	\$ 148,220	\$ 154,780	\$ 154,780	\$ 161,640	\$ 163,700	\$ 170,890	\$ 154,000
Plus R.O.I. Included in Exp.	\$ 235,000	\$ 230,000	\$ 230,000	\$ 220,000	\$ 210,000	\$ 200,000	\$ 191,000
Debenture Interest, included in Exp.	\$ 87,300	\$ 80,660	\$ 80,660	\$ 73,720	\$ 66,470	\$ 59,190	\$ 52,020
	2019	2020	2020	2021	2022	2023	2024
	@ \$22.50/month	@ \$22.75/month	@ \$22.75/month	@ \$22.75/month	@ \$22.75/month	@ \$23.00/month	@ \$23.25/month
Revenue - Sewer	\$ 941,490	\$ 905,963	\$ 950,675	\$ 950,701	\$ 950,701	\$ 956,912	\$ 965,043
Expenditures - Sewer	\$ 714,907	\$ 642,607	\$ 642,607	\$ 706,865	\$ 721,420	\$ 718,037	\$ 712,241
Net Budget Impact	\$ 226,583	\$ 263,356	\$ 308,068	\$ 243,836	\$ 229,281	\$ 238,875	\$ 252,802
Debenture Princ & Int	\$ 226,280	\$ 160,940	\$ 160,940	\$ 160,900	\$ 160,860	\$ 153,500	\$ 153,470
	2019	2020	2020	2021	2022	2023	2024
	2190/month	2190/month	2190/month	2228/month	2235/month	2240/month	2245/month
	@ \$23.50/month	@ \$23.75/month	@ \$23.75/month	@ \$23.75/month	@ \$23.75/month	@ \$24.00/month	@ \$24.25/month
Revenue - Garbage	\$ 648,725	\$ 655,790	\$ 655,790	\$ 666,125	\$ 668,602	\$ 677,240	\$ 685,918
Expenditures - Garbage	\$ 593,120	\$ 600,632	\$ 642,566	\$ 590,180	\$ 610,510	\$ 632,430	\$ 636,796
Net Budget Impact	\$ 55,605	\$ 55,158	\$ 13,224	\$ 75,945	\$ 58,092	\$ 44,810	\$ 49,122
	2019	2020	2020	2021	2022	2023	2024
	2160	2160	2160	2188	2195	2200	2205
	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month	@ \$6.75/month	@ \$7.00/month
Revenue - Recycling	\$ 168,480	\$ 168,870	\$ 168,870	\$ 170,664	\$ 171,210	\$ 178,200	\$ 184,800
Expenditures - Recycling/Compost	\$ 148,815	\$ 122,234	\$ 151,450	\$ 134,737	\$ 137,709	\$ 140,667	\$ 143,699
Net Budget Impact	\$ 19,665	\$ 46,636	\$ 17,420	\$ 35,927	\$ 33,501	\$ 37,533	\$ 41,101
Combined Net Budget Impact:	\$ 396,822	\$ 301,588	\$ 389,930	\$ 425,041	\$ 374,881	\$ 388,065	\$ 420,082
	\$ 679,528	\$ 247,659	\$ 635,497	\$ 318,422	\$ 323,472	\$ 425,601	\$ 502,129
	\$ 1,076,350	\$ 549,247	\$ 1,025,427	\$ 743,463	\$ 698,353	\$ 813,666	\$ 922,211
1/2% Municipal Tax Increase		\$ 29,968					
\$.01 increase in Municipal Water		\$ 5,902					
\$1 increase in Flat Fee Municipal WATER		\$ 29,820					
\$.01 increase in Municipal Water (COM SEWER)		\$ 1,160					
\$.05 increase in Flat Fee Municipal SEWER		\$ 1,234					
\$.05 increase in Flat Fee Municipal GARBAGE		\$ 1,341					
\$.05 increase in Flat Fee Municipal RECYCLING		\$ 1,317					

2022 Budget Summary

Revenue	2021 Operating Budget May 2021 (not included \$645,000 Operating Capital Budget)	2022 Interim Operating Budget (no operating capital budget)	Variance	%	Notes
Administration	\$280,020.00	\$272,020.00	-\$8,000.00	-2.86%	No Whitesands contract
Inter Dept Utility Transfer - \$250,000)					
Police	\$495,308.00	\$548,804.00	\$53,496.00	10.80%	SRO - full year
Traffic Fines - Budget - \$60,000					
Provincial Grant - \$347,208					
Community Resource Program - (Clearview 33% / County 33%+ = \$83,356 - 2021 - \$28,917 (4 months)					
Fire	\$449,247.00	\$452,321.00	\$3,074.00	0.68%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$109,950.00	\$109,950.00	\$0.00	0.00%	
Business Licenses Budget - \$86,250 / Animal License Budget \$21,700					
Roads, Streets, Walks, Lights	\$63,800.00	\$64,535.00	\$735.00	1.15%	
Airport	\$10,880.00	\$10,880.00	\$0.00	0.00%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,358.00	\$3,148,438.00	\$1,080.00	0.03%	
Metered sale of water (Budget - \$1,962,728)					
Metered out of Town (Budget - \$1,070,000)					
Bulk water (Budget - \$40,000)					
Sewer	\$950,701.00	\$950,701.00	\$0.00	0.00%	
Sewer Service Charges (Budget - \$888,681)					
Garbage Collection & Disposal	\$836,789.00	\$839,812.00	\$3,023.00	0.36%	SWMA haul rebate - \$26,619
Residential Garbage Revenue (2022 Budget - \$636,975 / 2021 Budget - \$634,980 - \$1,995 - increase in residential customers)					
Recycling Revenue (Budget 2022 - \$171,210 / 2021 Budget - \$170,664 = \$546 - Recycling rebate - \$24,627-\$24-145 = \$482)					
FCSS	\$157,148.00	\$157,148.00	\$0.00	0.00%	
Cemetery	\$23,600.00	\$23,600.00	\$0.00	0.00%	
Planning & Development	\$44,500.00	\$44,500.00	\$0.00	0.00%	
Building Permits (Budget - \$30,000)					
Economic Development - BOT	\$232,125.00	\$137,420.00	-\$94,705.00	-40.80%	Pheasant Festival (own group)
Subdivision Land	\$2,000.00	\$2,000.00	\$0.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$282,015.00	\$278,580.00	-\$3,435.00	-1.22%	
AE Kennedy Health Unit - \$205,300 (\$900 inc)					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000.00	\$3,000.00	\$0.00	0.00%	
Recreation Programs	\$22,700.00	\$26,190.00	\$3,490.00	15.37%	Ball / Soccer / storage rentals
Facilities	\$952,732.00	\$1,009,465.00	\$56,733.00	5.95%	County / Pool / SRC Rev (Covid)
Community Hall	\$30,000.00	\$40,000.00	\$10,000.00	33.33%	rental increase
Senior's Center	\$20,875.00	\$22,875.00	\$2,000.00	9.58%	Seniors dropin fee usage increase
Parks	\$115,650.00	\$120,650.00	\$5,000.00	4.32%	
Lions Campground - Budget - \$120,000 (\$5,000 Inc)					
Operating Contingency	\$4,529.00	\$0.00	-\$4,529.00	0.00%	
Taxes / Penalties	\$8,677,404.00	\$8,737,622.00	\$60,218.00	0.69%	growth - \$22,782 / +seniors / asff
Other Revenue	\$1,938,350.00	\$2,078,400.00	\$140,050.00	7.23%	
Franchise Fee - GAS (Budget - \$1,065,000 / \$62,050 Increase)					
Franchise Fee - ELECTRIC (Budget - \$805,000 / \$78,000 Increase)					
Return on Investments (Budget - \$140,000)					
Total Revenue	\$18,850,681.00	\$19,078,911.00	\$228,230.00	1.21%	

Expense	2021 Operating Budget May 2021 (not included \$645,000 Operating Capital Budget)	2022 Interim Operating Budget (no operating capital budget)	Variance	%	Notes
Council & Legislative	\$221,630.00	\$222,640.00	\$1,010.00	0.46%	
Council Honorarium (Budget - \$153,640)					
Council per diem - Budget - \$27,000					
Council travel & subsistence - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000)					
Administration	\$1,294,932.00	\$1,234,618.00	-\$60,314.00	-4.66%	Salary adj, Election
Police	\$1,264,942.00	\$1,277,089.00	\$12,147.00	0.96%	
RCMP - Contract Billings (2022 Budget - \$1,87,211 / 2021 Budget - \$1,080,481 = \$6,730 / Adm salary increase					
Fire	\$894,059.00	\$917,264.00	\$23,205.00	2.60%	Honorariums , Foam
Disaster Services	\$33,080.00	\$33,530.00	\$450.00	1.36%	County Director of Emergency Man
Bylaw Enforcement	\$192,716.00	\$196,777.00	\$4,061.00	2.11%	Contract Increase
Common Services	\$156,733.00	\$159,815.00	\$3,082.00	1.97%	Operational Increase
Roads, Streets, Walks, Lights	\$1,932,829.00	\$1,949,578.00	\$16,749.00	0.87%	Street lights, traffic signals
Airport	\$47,635.00	\$49,187.00	\$1,552.00	3.26%	Operational Increase
Water Supply & Distribution	\$3,078,025.00	\$3,094,431.00	\$16,406.00	0.53%	
Sewer	\$706,865.00	\$721,420.00	\$14,555.00	2.06%	Chemicals, Utilities,
Garbage Collection & Disposal	\$724,917.00	\$748,219.00	\$23,302.00	3.21%	Hauling Contract / SWMA Req
FCSS	\$196,435.00	\$196,435.00	\$0.00	0.00%	
Cemetery	\$65,790.00	\$64,290.00	-\$1,500.00	-2.28%	
Planning & Development	\$330,035.00	\$421,345.00	\$91,310.00	27.67%	Salary Adjustments
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	0.00%	
Economic Development	\$679,030.00	\$587,646.00	-\$91,384.00	-13.46%	BOT Projects (pheasant festival)
Subdivison Land	\$55,820.00	\$56,620.00	\$800.00	1.43%	Operational Increase (salary)
Land, Housing & Rentals	\$44,890.00	\$44,760.00	-\$130.00	-0.29%	
Recreation - General	\$151,470.00	\$144,025.00	-\$7,445.00	-4.92%	Software Maintenance
Recreation Programs	\$84,740.00	\$83,320.00	-\$1,420.00	-1.68%	Operational decrease (wellness)
Facilities	\$2,375,397.00	\$2,507,648.00	\$132,251.00	5.57%	Operational Increase (utilities)
Culture	\$334,162.00	\$354,497.00	\$20,335.00	6.09%	Library - \$11625, Museum - \$8000
Community Hall	\$107,546.00	\$107,397.00	-\$149.00	-0.14%	
Senior's Center	\$13,330.00	\$13,280.00	-\$50.00	-0.38%	
Parks	\$630,581.00	\$658,412.00	\$27,831.00	4.41%	Operational Increase (salary, mater
Operating Contingency	-\$220,000.00	-\$210,000.00	\$10,000.00	-4.55%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$210,000) (JE made at end of year prior to Audit)					
Available for Capital from 2022 Operating Budget for 2022 Capital Budget - \$698,353 (Water \$54,007 + Utility \$320,874 (sewer, waste, recycling) + Total Available for Capital - \$323,472) = \$698,353					
Requisitions	\$2,684,629.00	\$2,721,315.00	\$36,686.00	1.37%	ASFF - 1% / Seniors - 2%
ASFF - Budget - \$2,168,932					
ASFF Separate School - Budget - \$178,725					
County of Stettler Senior Lodges (2022 Budget - \$375,474 / 2021 Budget \$368,112)					
Total Expense	\$18,107,218.00	\$18,380,558.00	\$273,340.00	1.51%	
Surplus / Deficit	\$743,463.00	\$698,353.00	-\$45,110.00		

Municipal Utility Comparison Summary

20.00 m³	Totals		Water			Sanitary Sewer			Waste			Year Bylaw Update d	Population		
Municipality	Typical User /month	Typical User per year	Minimum or Fixed Charge /month	/m³	Water Total /month	Minimum or Fixed Charge /month	/m³	Sanitary Sewer Total /month	Storm Sewer /month	Gener al Admin Fee	Solid Waste /month	Recycling /month	Yard Waste (Comp osting) /month		
Mean:	\$128.01	\$1,536.15	\$24.38	\$2.45	\$67.47	\$18.58	\$1.56	\$35.37	\$7.16	\$4.49	\$20.44	\$6.00	\$5.43		20,183
Median (220):	\$130.17	\$1,562.04	\$22.31	\$2.33	\$62.55	\$16.89	\$1.45	\$30.41	\$5.79	\$5.00	\$19.80	\$5.55	\$5.64		2,026
Bonnyville	\$79.27	\$951.24	\$12.63	\$1.88	\$50.28		\$0.63	\$12.55			\$12.90	\$3.54		2020	5,417
St Paul	\$86.76	\$1,041.12	\$14.38	\$1.60	\$46.38	\$8.38	\$0.80	\$24.38			\$13.50	\$2.50		2019	5,827
Delburne	\$90.54	\$1,086.48	\$28.35	\$1.45	\$57.35	\$13.50		\$13.50			\$16.00	\$3.69		2021	892
Crowsnest Pass	\$92.04	\$1,104.48	\$33.86		\$33.86	\$33.86		\$33.86			\$24.32			2020	5,565
Vegreville	\$101.37	\$1,216.44	\$5.50	\$3.25	\$70.50	\$4.70	\$0.39	\$5.87	\$6.00	\$5.00	\$7.00	\$7.00		2021	5,708
Bawlf	\$101.80	\$1,221.60	\$51.30		\$51.30	\$32.00		\$32.00			\$13.00	\$5.50		2021	422
Barnhead	\$105.12	\$1,261.41	\$51.05	\$2.46	\$67.05	\$17.87		\$23.47			\$14.60			2020	4,579
Big Valley	\$107.50	\$1,290.00	\$25.00	\$2.70	\$79.00	\$20.00		\$20.00			\$8.50			2021	346
Banff	\$108.49	\$1,301.92	\$5.26	\$1.00	\$25.26	\$15.90	\$2.40	\$63.90			\$19.33			2021	7,851
Drumheller	\$110.09	\$1,321.06	\$16.25	\$2.07	\$57.65	\$13.88	\$2.23	\$49.59				\$2.85		2021	7,982
Sedgewick	\$115.20	\$1,382.40	\$13.36	\$1.74	\$48.16	\$34.37		\$34.37			\$32.67			2021	811
Killam	\$118.50	\$1,422.00	\$22.50	\$1.40	\$50.50	\$20.00	\$0.70	\$34.00			\$34.00			2019	989
Stettler	\$119.40	\$1,432.80	\$10.00	\$2.82	\$66.40	\$22.75		\$22.75			\$23.75	\$6.50		2021	5,952
Stettler	\$119.40	\$1,432.80	\$10.00	\$2.82	\$66.40	\$22.75		\$22.75			\$23.75	\$6.50		2022	5,952
Red Deer	\$123.69	\$1,484.28	\$16.25	\$1.60	\$48.25	\$19.25	\$1.60	\$48.05			\$22.92	\$4.47		2021	100,418
Veteran	\$125.00	\$1,500.00	\$15.00	\$3.60	\$87.00	\$14.00		\$14.00			\$24.00			2020	207
Trochu	\$128.80	\$1,545.60	\$15.00	\$3.54	\$85.80	\$5.00	\$0.80	\$21.00			\$17.50	\$4.50		2021	1,058
Donalda	\$129.00	\$1,548.00	\$25.00	\$3.50	\$95.00	\$11.00		\$11.00			\$23.00			2021	219
Redcliff	\$129.07	\$1,548.84	\$45.58	\$1.06	\$68.78	\$37.85		\$37.85			\$24.44			2021	5,600
Hanna	\$130.55	\$1,566.60	\$27.50	\$2.89	\$85.30	\$15.00	\$0.30	\$21.00			\$24.25			2021	2,559
Carstairs	\$133.40	\$1,600.80	\$14.00	\$2.75	\$69.00		\$1.65	\$41.40			\$23.00			2021	4,077
Camrose	\$133.60	\$1,603.20	\$26.94	\$1.96	\$66.08	\$26.45	\$0.85	\$43.51			\$15.21	\$6.00	\$2.80	2021	18,742
Rocky Mtn House	\$134.22	\$1,610.64	\$29.75	\$1.64	\$62.55	\$14.15	\$1.50	\$44.15			\$27.52			2021	6,635
Westlock	\$137.50	\$1,650.00	\$20.50	\$2.91	\$78.70	\$7.50	\$0.87	\$24.96	\$3.00	\$2.00	\$28.84			2020	5,101
Ponoka	\$138.20	\$1,658.40	\$19.94	\$2.75	\$74.94	\$22.07	\$0.72	\$36.47			\$20.12	\$6.67		2021	7,229
Slave Lake	\$140.63	\$1,687.56	\$30.03	\$1.80	\$66.03	\$24.11	\$1.45	\$53.11			\$15.05	\$6.44		2020	6,651
Drayton Valley	\$140.95	\$1,691.40	\$20.25	\$2.10	\$62.25		\$2.75	\$55.00		\$4.70	\$19.00			2020	7,235
Didsbury	\$143.20	\$1,718.40	\$14.00	\$2.50	\$64.00	\$15.00	\$1.96	\$54.20			\$9.60	\$7.70	\$7.70	2020	5,268
Sylvan Lake	\$143.49	\$1,721.88	\$37.91	\$0.80	\$53.91	\$24.33	\$2.50	\$64.33			\$19.00	\$6.25		2020	14,816
Castor	\$144.05	\$1,728.56	\$70.00	\$3.30	\$91.05	\$30.00		\$30.00			\$23.00			2020	929
Wainwright	\$144.16	\$1,729.92	\$18.25	\$3.14	\$81.05	\$19.50	\$0.97	\$36.96	\$5.00		\$14.50	\$6.65		2021	6,270
Coronation	\$145.00	\$1,740.00	\$49.00	\$3.00	\$109.00	\$20.50		\$20.50			\$15.50			2021	940
Bashaw	\$146.05	\$1,752.60	\$25.00	\$3.16	\$88.20	\$20.00		\$44.10			\$13.75			2019	830
Peace River	\$147.13	\$1,765.56	\$8.53	\$4.67	\$101.93		\$1.41	\$28.20			\$17.00			2020	6,842
Consort	\$148.63	\$1,783.54	\$42.25	\$4.60	\$108.63	\$12.00		\$12.00			\$28.00			2019	729
Jasper	\$149.16	\$1,789.86	\$20.00	\$1.41	\$48.20		\$2.58	\$51.60		\$6.66	\$27.14	\$15.56		2021	5,236
Three Hills	\$149.50	\$1,794.00	\$17.50	\$3.35	\$84.50	\$21.50	\$0.95	\$40.50			\$17.50	\$7.00		2021	3,212
Devon	\$151.26	\$1,815.12	\$13.46	\$1.55	\$44.46	\$33.60	\$1.76	\$68.80	\$8.00		\$30.00			2021	6,578
Penhold	\$153.85	\$1,846.20	\$15.40	\$1.39	\$43.20	\$12.00	\$3.57	\$83.40	\$4.25		\$23.00			2021	3,277
Bowden	\$164.00	\$1,968.00	\$10.00	\$3.00	\$70.00	\$10.00	\$3.10	\$72.00			\$11.00	\$11.00		2021	1,240
Innisfail	\$169.00	\$2,028.00	\$10.00	\$2.60	\$62.00	\$10.00	\$3.45	\$79.00	\$3.00		\$20.00	\$5.00		2021	7,847
Vermilion	\$169.97	\$2,039.64	\$36.36	\$3.52	\$106.76	\$10.12	\$1.57	\$41.52			\$18.60	\$3.09		2021	4,084
Daysland	\$186.78	\$2,241.36	\$49.33	\$1.80	\$85.33	\$45.05	\$0.77	\$60.45			\$38.00	\$3.00		2021	824
Lacombe	\$175.57	\$2,106.84	\$27.82	\$2.56	\$79.02	\$20.79	\$2.75	\$64.79			\$31.76			2021	13,057
Blackfalds	\$177.27	\$2,127.24	\$28.22	\$2.77	\$83.62	\$14.88	\$3.12	\$64.80			\$28.85			2021	9,328
Alix	\$198.38	\$2,380.56	\$35.00	\$3.06	\$96.20	\$26.25	\$2.25	\$71.25			\$25.00	\$5.93		2020	734
Olds	\$203.93	\$2,447.16	\$12.83	\$2.89	\$70.63	\$18.40	\$4.53	\$109.00			\$24.30			2021	9,184
Legend:															
population 4090-8000															
pop'n and regional comparable															
regional comparables															

TO: Town of Stettler Council

DATE: 2021 10 26

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – OCTOBER & NOVEMBER 2021

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Organizational Meeting, Committee of the Whole, Joint Health & Safety Committee, and daily office staff information sharing sessions.
2. Ongoing organizational COVID-19 continuity planning under AHS guidelines, provincial mandates, and industry best practices.
3. Virtual – Stettler District Ambulance Authority (SDAA) contract renewal meeting with Honorable Ministers Copping & Horner and County of Stettler representatives.
4. Virtual – Stettler Waste Management Authority.
5. Oaths of Office swearing in ceremony for all Town of Stettler Elected Officials following the General Municipal Election held on Monday October 18th, 2021.
6. No Stone Left Alone Ceremony.
7. Attended the AUMA Convention, now rebranded as the Alberta Municipalities Convention in Edmonton with all Members of Council and Senior Staff. Former Town of Stettler Councillor Al Campbell received a Distinguished Service Award for 27 consecutive years of service as an elected official for the Town of Stettler.
8. External Safety Audit interview representing Senior Management.
9. Regional new Council orientation and training session provided by lawyer Alifeyah Gulamhusein from Brownlee LLP.
10. Emergency Advisory Committee session with Director of Emergency Management C. Sime to review the Town's Hazard Identification Risk Assessment (HIRA) prepared by Senior Town Staff in accordance with legislation.
11. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
12. Ongoing organizational succession planning considerations.
13. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/Ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

1. Meetings attended included: Council, Staff, Department Head, 2021 Senior Management COVID update, 2021 Municipal Election, AUMA (Alberta Municipalities) Convention, Vacation.
2. Projects worked on included:
 - 2022-2024 Interim Operational Budget
 - COVID planning, info and research
 - 2021 Municipal Election – Assist Returning Officer with Election Planning/training
 - 2021 Capital Budget – October 31, 2021
 - 2021 Cash Flow Statement follow up – October 31, 2021
 - 2021 Regional Water Summary – October 31, 2021
 - 2021 Capital Budget Summary – October 31, 2021
 - 2021 Operating Budget Summary – October 31, 2021
 - 2021 Reserves Update – October 31, 2021
 - 2021 Grant Updates – October 31, 2021
 - Garbage and Recycling Inquiries – municipal inquiries
 - Council Agenda prep
 - Council Minutes
 - AP Invoices and sign checks
 - Ratepayer issues and concerns
 - Vacation

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- Department Head
- CUPE Grievance
- COVID Management Meeting – Rapid Testing Inquiry
- Water/Wastewater Foreman Interviews
- IDP/SE ASP Working Group Meetings
- Moonlight Madness Meeting
- Safety Audit Interview
- AUMA Convention
- Lagoon Aeration Litigation interview
- Brownlee Legal Counsel – personnel policy inquiry

Projects:

- HIRA Review
- CAP Grant application – Airport Runway upgrades
- Capital Budget Planning 2022-2032

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- Capital Project Wrap up – Substantial completions and progress payments
- Highway 12 Intersection – construction continues
- Lift Station A – FOG concerns and troubleshooting
- Vacation Nov. 12, 29 and 30th

TRANSPORTATION – IVAN WILFORD

- Dug cremations and graves
- Sign repair/installations
- Cleaned off catch basins
- Equipment repairs and cleaning
- Lane grading
- Street sweeping leaves
- Winterize equipment stored outside
- Ditch cleaning
- Push up concrete
- Pushed up and turned compost at transfer site
- Hauled and spread gravel on cemetery road
- Asphalt patching
- Landscaping
- Fit snow boards on new truck and change tarp to canvas
- 2 loads of mulch to the school
- Online loader safety training course
- Hauled 1700 yards of clay from MaGee's land
- Helped out some, at the wetlands and lagoons, leveling and hauling
- Flush out culverts in the industrial area
- Flushed problem storm lines
- Repaired broken storm line by the tennis court
- Changed the moldboard on the grader for the winter operation
- Put up snow fence
- Flushed and cleaned bulbing on main street
- Cleaned up and took old tandem to Red Deer for consignment sale
- Perimeter road grading
- Checked over pole Christmas decorations
- Pot hole repairs on John Deer Road
- Loader Backhoe safety training and practical exam
- Sweeper still out a few days
- Completed sidewalk trip grinding
- Graded inside snow dump also worked on some drainage in the snow dump
- Turned and watered compost
- Built a new star for main street tree
- Ditch brushing east side 57 street just north of tracks
- Installed concrete blocks with reflective strips to blocked off uncompleted access road to Wilfort's subdivision off of highway 12
- Traffic light fall maintenance completed by Can-Traffic
- Put Christmas decorations up
- Little bit of sanding as required
- Put main street Christmas tree up
- Decorated tree and got ready for light up

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- A little bit of grading and trucking at wet lands
- Spread and leveled some material at the concrete site
- Cleaned up black dirt pile at the shop
- Fixed up middle approach at the snow dump
- Cut down tree on 50 a avenue
- Trimmed up trees at 57 street and 52 avenue for site line problem
- Online excavator safety training course

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2020 Permits to November 30, 2020	2021 Permits to November 30, 2021
Institutional	\$559,551.00	\$2,868,560.00
Industrial	\$1,365,470.00	\$105,000.00
Commercial	\$170,200.00	\$470,450.00
Residential	\$2,661,224.00	\$3,745,538.45
Total	\$4,756,445.00	\$7,189,548.45

2. Projects:

- Municipal Election
- Operating Budget
- Alberta Animal Services Contract Review
- Mobile Home Lot Subdivision and Consolidation
- IDP & SE ASP RFP
- Mid Town Estates Development
- Economic Development Committee Initiative
- North West ASP
- Town Life
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- JHSC Meeting
- IDP & SE ASP Meetings
- RCMP Meeting
- MPC Meeting
- Town Life Meeting
- Nate Horner's Rural Economic Development
- Economic Development Meeting
- Election Training
- COVID Management Meetings

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

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

1. **Meetings:** RFP arena connect, HIRA review, Heartland beautification, CARA, operational budget, weekly management, memorial bench meetings, and Rotary on stone left alone.
2. **Projects:** Winterizing washrooms, spray park, and campground. Responding to several petty theft, vandalism, and B&E's on outside storage sheds. We are hopeful that the Beaver control is done for the year. Thanksgiving decorating and remembrance day preparations.
3. Figure skating and hockey are now in full swing and the arena is looking good. The 1/3 capacity is working as expected, but there are many complaints about us not being under the REP program (mostly wrong information or misinformation). Looking forward to when we have some snow for outdoor rinks and MT. Stettler.

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. Atlas Copco technician was called out to troubleshoot our compressor. It seems we have burnt out another air dryer on the compressor. This is the second drying module that has been replaced in the last 3 years. We are also replacing the coolers on a yearly basis at this point. The technician has stated that the compressors are in a high chlorine concentration area of the plant which is detrimental to these parts which will continue to be eaten out unless we relocate the compressors. The cost of these parts is very high and also puts the plant at risk while the compressors are out of service. Will be looking into relocating the compressors to the membrane building where the power supply for the compressors is located. From that location we may be able to supply outside air as well to the compressors.
2. Yearly maintenance completed on the plant fire extinguishers.
3. There is ongoing work on the three pump VFD's that are out of service. Waiting on parts.
4. A new service water pump is on order with a hopeful early March install.
5. Spartan Controls scheduled install of new automatic actuators for low lift pumphouse inlet valves is set for early November.
6. Safety audit interviews of plant staff completed.
7. Regular routine monthly maintenance carried out.

WATER – GRANT MCQUAY

- 1) Rounds, readings, locates and meters.
- 2) Lagoon sampling.
- 3) Water leak repairs.
- 4) Weekly cleaning of WTS sanitary tank's and CL17 analyzer bottles changed out.

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OCTOBER & NOVEMBER 2021
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- 5) Dig site maintenance.
- 6) Weekly water distribution sampling for bacti and chlorine residuals.
- 7) Weekly testing for lift station emergency system.
- 8) Continued with and finished Hydrant inspections. Working on hydrant repairs and winterizing.
- 9) Sewer service repairs
- 10) Working on Lagoon and wetlands roads
- 11) CC repairs.
- 12) Quarterly Facility maintenance.
- 13) Cleaned lagoon manhole #2. Put new bearings in valves and brought grease nipples and line closer to surface of manhole.
- 14) Repaired aspirators and cleaned out pumps at aeration building.
- 15) Shut down wetlands
- 16) Installed water and sewer services to empty lot near cemetery.
- 17) Sewer service repair
- 18) Cleaned Inlet at Wetlands, And Manhole 2 and screen at lagoons.
- 19) Took down Pump 1 aspirator from aeration building at lagoons.

REGIONAL FIRE CHIEF – MARK DENNIS

No report at this date.



Greg Switenky
CAO

2021 Budget Summary

30-Nov-21 After Tax Budget

Revenue	2021 Budget	Actual - Nov 30, 2021	Variance	%	Notes
Administration	\$280,020	\$806,045.89	-\$526,025.89	287.85%	Insurance Claim - \$561,123
Inter Department Transfer - \$250,000					
Police	\$495,308	\$40,922.50	\$454,385.50	8.26%	MSI Operating - \$53,391
Traffic Fines (Budget - \$60,000 / Actual - \$32,392 = 54%)					
Provincial Grant - \$347,000 / Community SRO - \$28,917 (Sept-Dec)					
Fire	\$549,247	\$245,966.48	\$303,280.52	44.78%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$123,930.21	-\$13,980.21	112.72%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$86,980 (101%) / Animal License - Budget \$21,700 - Actual \$36,080 (2022 Lic)					
Roads, Streets, Walks, Lights	\$543,800	\$68,673.48	\$475,126.52	12.63%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$23,293.40	-\$12,413.40	214.09%	County runway lighting
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,358	\$2,620,872.36	\$526,485.64	83.27%	
Metered sale of water (Budget - \$1,961,648 / Actual - \$1,550,593 - 77% - to end of Oct 3 - 83%)					
Metered out of Town (Budget - \$1,070,000 / Actual - \$994,402 - 93% - to end of Oct - 83%)					
Bulk water (Budget - \$40,000 / Actual \$26,111 - 65%)					
Sewer	\$950,701	\$735,476.77	\$215,224.23	77.36%	
Sewer Service Charges (Budget - \$888,681 / Actual \$714,783 - 80% - to end of Oct - 83%)					
Garbage Collection & Disposal	\$836,789	\$686,230.82	\$150,558.18	82.01%	
Residential Garbage Revenue (Budget - \$634,980 / Actual \$513,276 - 81% - to end of Oct - 83%)					
Recycling Revenue (Budget - \$170,664 / Actual - \$142,657 - 84% - to end of Oct - 83%)					
FCSS	\$157,148	\$130,950.00	\$26,198.00	83.33%	
Cemetery	\$23,600	\$29,388.09	-\$5,788.09	124.53%	
Planning & Development	\$44,500	\$40,278.83	\$4,221.17	90.51%	
Building Permits (Budget - \$30,000 / Actual - \$26,793 - 89%)					
Economic Development - BOT	\$232,125	\$183,823.94	\$48,301.06	79.19%	
Subdivision Land	\$2,000	\$300.00	\$1,700.00	15.00%	
Land, Housing & Rentals	\$282,015	\$250,331.41	\$31,683.59	88.77%	
Health Unit - \$204,400					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000	\$356.12	\$2,643.88	11.87%	
Recreation Programs	\$22,700	\$19,372.01	\$3,327.99	85.34%	
Facilities	\$952,732	\$284,423.59	\$668,308.41	29.85%	County Partnership - \$431,500
Community Hall	\$45,000	\$8,595.12	\$36,404.88	19.10%	
Senior's Center	\$20,875	\$9,442.66	\$11,432.34	45.23%	
Parks	\$165,650	\$90,332.23	\$75,317.77	54.53%	
Lions Campground - Budget - \$115,000 / Actual - \$84,744 = 74%					
Operating Contingency	\$4,529	\$0.00	\$4,529.00	0.00%	
Taxes	\$8,677,404	\$8,644,329.97	\$33,074.03	99.62%	
Other Revenue	\$1,938,350	\$1,483,659.88	\$454,690.12	76.54%	Business Taxes / Penalties
Franchise Fee - GAS (Budget - \$1,002,950 / Actual - \$785,519 - 78% - to end of Oct - 83%)					
Franchise Fee - ELECTRIC (Budget - \$727,000 / Actual - \$577,853 = 79% - to end of Oct - 83%)					
Return on Investments (Budget - \$140,000 / Actual - \$69,977 - 50%)					
Total Revenue	\$19,495,681	\$16,526,995.76	\$2,968,685.24	84.77%	

Expense	2021 Budget	Actual - Nov 30, 2021	Variance	%	Notes
Council & Legislative	\$221,630	\$158,547.70	\$63,082.30	71.54%	
Council Honorarium (Budget - \$152,630 / Actual - \$133,121 - 87%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000 / Actual - \$9,001 - 41%)					
Council Membership Conferences (Budget - \$16,000 / Actual - \$10,614 - 66%)					
Administration	\$1,294,932	\$1,179,715.34	\$115,216.66	91.10%	COVID Expenses (supplies) - \$7,990.69
Police	\$1,264,942	\$455,526.20	\$809,415.80	36.01%	
RCMP - Contract Billings (Budget - \$1,080,481)					
Fire	\$894,059	\$521,364.72	\$372,694.28	58.31%	
Disaster Services	\$33,080	\$320.73	\$32,759.27	0.97%	
Bylaw Enforcement	\$192,716	\$215,186.42	-\$22,470.42	111.66%	
Common Services	\$156,733	\$105,938.42	\$50,794.58	67.59%	
Roads, Streets, Walks, Lights	\$2,512,829	\$1,397,129.45	\$1,115,699.55	55.60%	
Airport	\$47,635	\$18,438.09	\$29,196.91	38.71%	
Water Supply & Distribution	\$3,078,025	\$2,128,133.22	\$949,891.78	69.14%	
Sewer	\$706,865	\$488,776.18	\$218,088.82	69.15%	
Garbage Collection & Disposal	\$724,917	\$540,047.77	\$184,869.23	74.50%	
FCSS	\$196,435	\$196,435.00	\$0.00	100.00%	
Cemetery	\$65,790	\$32,239.16	\$33,550.84	49.00%	
Planning & Development	\$330,035	\$349,317.04	-\$19,282.04	105.84%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$679,030	\$352,271.21	\$326,758.79	51.88%	
Subdivison Land	\$55,820	\$43,030.57	\$12,789.43	77.09%	
Land, Housing & Rentals	\$44,890	\$18,814.15	\$26,075.85	41.91%	
Recreation - General	\$153,470	\$119,102.07	\$34,367.93	77.61%	
Recreation Programs	\$82,740	\$84,845.43	-\$2,105.43	102.54%	
Facilities	\$2,375,397	\$1,535,109.40	\$840,287.60	64.63%	
Culture	\$334,162	\$333,025.96	\$1,136.04	99.66%	
Community Hall	\$122,546	\$66,904.25	\$55,641.75	54.60%	
Senior's Center	\$13,330	\$1,576.01	\$11,753.99	11.82%	
Parks	\$680,581	\$425,383.41	\$255,197.59	62.50%	
Operating Contingency	\$523,463	\$0.00	\$523,463.00	0.00%	
WTP gross recovery - (\$220,000) (JE made at end of year prior to Audit)					
Available for Capital from 2021 Operating Budget for 2021 Capital Budget - \$743,463 (Water (\$69,333) + Utility \$355,708 (sewer, waste, recycling) + Total Available for Capital - \$318,422) + Contingency - Utility - \$0 / Salaries - \$0 = \$743,463					
Requisitions	\$2,684,629	\$2,112,937.02	\$571,691.98	78.70%	
ASFF (Budget - \$2,148,647 - Actual - \$1,619,219 - 75%)					
ASFF Separate School (Budget - \$166,954 - Actual - \$125,606 - 75%)					
County of Stettler Senior Lodges (Budget - \$368,112 - Actual \$368,112 - 100%)					
Total Expense	\$19,495,681	\$12,905,114.92	\$6,590,566.08	66.19%	
Surplus / Deficit	\$0	\$3,621,880.84	-\$3,621,880.84		

Town of Stettler
2021 Capital Budget Summary 30-Nov-21

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2021 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses Nov 30, 2021	Utility (Water) Avail for Capital 2021 Interim Operating Budget (Rates) \$69,333	Utility (other) Avail for Capital 2021 Interim Operating Budget (Rates) \$355,708	Available for Capital 2021 Interim Operating Budget (taxes) \$318,422	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2021 Operating Budget	Debenture / Local Improvement	Grants - MSI (\$1,245,630 + \$52,448 = \$1,298,078)	Grants - FGT (\$356,384+ \$340,528 (July 2021 = \$696,912)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total		
Operating Capital Projects included in 2021 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve																			
Op-tran 2-32-09-00-03-244	Pathway rehab (2017 council direction)	\$50,000.00	\$50,000								\$50,000.00						\$50,000.00		
Op-tran 2-32-09-00-00-244	Sidewalk replacement program (yearly)	\$75,000.00	\$75,000	\$3,444.37	\$71,555.63						\$75,000.00						\$75,000.00		
2021 Capital Budget - Operational Projects (non TCA)																			
Op-tran 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000	\$0.00	\$55,000.00			\$55,000.00									\$55,000.00		
Op-fire 2-32-99-92-00-762	2001 Fire engine replace-2026-\$1M	\$100,000.00	\$100,000				\$100,000.00										\$100,000.00		
Op-tran 2-32-21-00-03-536	Pavement patching	\$150,000.00	\$150,000				\$150,000.00										\$150,000.00		
Op-storm 2-77-05-00-02-239	Concept planning for West Stettler Park Phase 2	\$50,000.00	\$50,000					\$46,253.07		\$3,746.93							\$50,000.00		
Op-tran 2-32-21-00-05-536	Concrete crushing	\$150,000.00	\$150,000	\$34,471.53	\$115,528.47		\$150,000.00										\$150,000.00		
Op-culture 2-74-99-91-00-764	Culture reserve account	\$15,000.00	\$15,000				\$15,000.00										\$15,000.00		
2021 Capital Budget - Operational Projects (non TCA)		\$645,000.00	\$645,000.00		\$242,084.10	\$0.00	\$415,000.00	\$101,253.07	\$0.00	\$3,746.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$645,000.00		
2021 Capital Budget - Capital Projects (TCA)																			
RCMP 6-21-00-30-00-630	Storage container (detachment)	\$10,000.00	\$10,000						\$10,000.00								\$10,000.00		
ADM 6-12-03-00-30-630	Computer replacement program (SRC)	\$4,000.00	\$4,000	\$3,449.80	\$550.20		\$4,000.00										\$4,000.00		
ADM 6-12-02-30-01-630	2021 Municipal Election - Council notebooks	\$17,500.00	\$17,500				\$17,500.00										\$17,500.00		
2020 MSP 6-32-21-10-19-610	MSP - 44Ave Phase 2 - Hwy 56 to Hwy 12	\$611,241.00	\$611,241.00	\$12,990.97	\$598,250.03											\$611,241.00 MSP	\$611,241.00		
2020 MSP 6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st-south side only)	\$842,611.75	\$600,000.00	\$570,041.25	\$272,570.50				\$633,726.94				\$112,617.06			\$96,267.75 MSP	\$842,611.75		
FIRE 6-23-00-00-30-630	2 way radio system replacement AFRRCs (Alberta 1st Responder Communication System) in 2021	\$180,450.00	\$180,450				\$60,150.00		\$120,300.00								\$180,450.00		
FIRE 6-23-00-00-33-630	38' 3 Storey drill tower - firefighter training	\$165,000.00	\$165,000		\$41,750.02			\$82,500.00								\$82,500.00 County	\$165,000.00		
FIRE 6-23-00-30-02-630	Enclosed cargo trailer - 8x24 tandem axle	\$47,200.25	\$50,000	\$0.00	\$47,200.25		\$23,600.13									\$23,600.12 County	\$47,200.25		
Op 6-32-09-60-01-660	Pathway program (new construction)	\$100,000.00	\$100,000	\$84,848.01	\$15,151.99			\$100,000.00									\$100,000.00		
Op 6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services)	\$830,077.00	\$850,000	\$103,111.65	\$726,965.35				\$102,670.00					\$370,287.00	\$357,120.00		\$830,077.00		
Water 6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave	\$239,863.86	\$280,000	\$216,294.54	\$23,569.32							\$239,863.86					\$239,863.86		
Water 6-41-11-30-02-630 6-42-00-00-12-610	Water meter data collection upgrade	\$35,000.00	\$35,000	\$30,562.50	\$4,437.50		\$35,000.00										\$35,000.00		
Sanitary 6-31-11-00-30-630 (CAP13557)	Lift station upgrades	\$300,000.00	\$300,000									\$300,000.00					\$300,000.00		
Equip 6-31-11-00-30-630 (CAP13559)	Tandem	\$196,375.25	\$200,000	\$0.00	\$196,375.25							\$196,375.25					\$196,375.25		
Equip 6-31-11-30-12-630 (CAP13558)	Trackless	\$152,500.00	\$160,000									\$152,500.00					\$152,500.00		
WTP 6-41-04-10-00-610	Pig vault rehab	\$175,000.00	\$175,000			\$175,000.00											\$175,000.00		
WTP 6-41-01-20-16-620	Membranes replacement	\$50,000.00	\$50,000			\$50,000.00											\$50,000.00		
WTP 6-41-01-00-21-610	Low lift valve automatic actuators	\$100,000.00	\$100,000	\$75,844.88	\$24,155.12				\$100,000.00								\$100,000.00		
Parks 6-77-02-30-03-630	Turf aerator	\$5,000.00	\$11,000	\$0.00	\$5,000.00		\$5,000.00										\$5,000.00		
Parks 6-77-02-30-06-630	Ball diamond backstop fence	\$5,000.00	\$5,000		\$9,000.00		\$5,000.00										\$5,000.00		
Cemetery 6-56-00-60-01-660	2021 Capital Budget Addition - Columbarium	\$18,666.00	\$18,666	\$9,332.80	\$9,333.20			\$18,666.00									\$18,666.00		
2021 Capital Budget - Capital Projects (TCA)		\$4,085,485.11	\$3,922,857.00		\$1,974,308.73	\$225,000.00	\$150,250.13	\$201,166.00	\$0.00	\$966,696.94	\$0.00	\$0.00	\$888,739.11	\$482,904.06	\$357,120.00	\$813,608.87	\$0.00	\$4,085,485.11	
2021 Total Capital Budget		\$4,730,485.11	\$4,567,857.00		\$2,216,392.83	\$225,000.00	\$565,250.13	\$302,419.07	\$0.00	\$970,443.87	\$0.00	\$125,000.00	\$0.00	\$888,739.11	\$482,904.06	\$357,120.00	\$813,608.87	\$0.00	\$4,730,485.11
Council Motion - 21:02:04 - Feb 2, 2021		\$4,549,191.00	42%				\$743,463.00	\$1,092,669.20					\$409,338.89	\$214,007.94	\$0.00			\$4,730,485.11	
2021 Addition - July 6, 2021 (Columbarium)		\$18,666.00						-\$349,206.20										-\$162,628	
Total 2021 Capital Budget		\$4,567,857.00																	
Difference (Actual vs Council Budget)		\$162,628																	

		2020 Carry Forward																		
		Brought forward from 2020 Budget Carry Forward	2020 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses Nov 30, 2021	Utility (Water) Avail for Capital 2021 Interim Operating Budget (Rates)	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debenture / Local Improve	Grants - MSI (\$1,245,630 + \$52,448 = \$1,298,078)	Grants - FGT (\$356,384+ \$340,528 (July 2021 = \$696,912)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total			
2020 Carry Forward - Operational Projects (non TCA)																				
Storm	6-42-00-00-15-610 CAI	Cattail removal Red Willow Creek - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$25,000	\$25,000.00	\$25,000.00										\$25,000.00				\$25,000.00		
WTP	2-41-01-00-06-252	WTP - Storage pond additional shading - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$13,000 (\$15,000 -\$2000)	\$13,000.00	\$13,000.00	\$11,267.67	\$1,732.33	\$13,000.00											\$13,000.00		
Planning	2-61-02-00-05-239	Northwest ASP - (Melissa Dec 30/19 - carry forward balance - \$25,000 - 0 = \$25,000) - (Melissa January 4, 2021 - carry forward balance \$2,640.62 (\$25,000 - \$22,359.38)	\$2,640.62	\$2,640.62					\$2,640.62	Planning								\$2,640.62		
Parks	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature	\$50,000.00	\$50,000.00				\$50,000.00										\$50,000.00		
Planning	6-64-01-00-00-630	Planning (Economic Development) - Market Analysis	\$44,000.00	\$44,000.00	\$8,931.50	\$35,068.50			\$36,000.00	\$20,000 - Marketing / \$16,000 Planning						\$8,000.00	realtor grant	\$44,000.00		
Planning	2-61-02-00-05-239	Municipal Planning - Area Structure Plan	\$55.21		\$0.00	\$55.21			\$55.21	Planning Reserve								\$55.21		
Planning	2-61-02-00-06-239	Municipal Planning - South East Area Structure Plan	\$17,873.65		\$0.00	\$17,873.65			\$17,873.65	Planning Reserve								\$17,873.65		
WTP	6-41-01-20-24-620	WTP - Primary Coagulant	\$498.52		\$0.00	\$498.52	\$498.52											\$498.52		
Lagoon	6-42-01-10-12-610	Lagoon - Legal	\$255.00		\$0.00	\$2,161.90					\$255.00							\$255.00		
Pool	2-73-13-03-04-252	SRC - Projects	-\$1,000.00		\$0.00	-\$1,000.00					-\$1,000.00							-\$1,000.00		
2020 Carry Forward - Operational Projects (non TCA)			\$152,323.00	\$134,640.62		\$56,390.11	\$13,498.52	\$0.00	\$50,000.00	\$0.00	\$56,569.48	\$0.00	-\$745.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$8,000.00	\$0.00	\$152,323.00
2020 Carry Forward - Capital Projects (TCA)																				
Op	6-32-09-60-02-660	Pathway Program (Area 2c - Hwy 12 along Co-op/Stettler GM) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward \$10,000	\$10,000.00	\$10,000.00						\$10,000.00	Pathway							\$10,000.00		
Op	6-32-21-00-13-610 (CAP 12485)	44th Avenue Overlay from Hwy 56-65th Street - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$134,226.24 (\$792,943.50-\$658,717.26)	\$134,226.24	\$134,226.24									\$134,226.24					\$134,226.24		
Op	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81)	\$44,715.19	\$44,715.19	\$28,015.62	\$16,699.57	\$44,715.19											\$44,715.19		
Water	6-41-11-10-24-610 (CAP 13491)	Watermain on 52ndSt between 49-50ave - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$29,420.18 (\$252,819.25-\$223,399.07)	\$29,420.18	\$29,420.18									\$29,420.18					\$29,420.18		
Water	6-41-11-10-06-610 (CAP 13490)	Watermain on 61ST Grandview - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$408,059.64 (\$746,477.96 - \$338,418.32)	\$408,059.64	\$408,059.64	\$87,589.86	\$320,469.78							\$408,059.64					\$408,059.64		
Water	6-41-11-10-05-610	Install additional fire hydrants 46th street - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$30,000	\$30,000.00	\$30,000.00			\$15,000.00	\$15,000.00										\$30,000.00		
Sewer	6-42-00-10-05-610	Lift station pump upgrades - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$299,242.50 (\$300,000-\$757.50)	\$299,242.50	\$299,242.50	\$287,527.17	\$11,715.33								\$259,242.50	\$40,000.00			\$299,242.50		
WTP	6-41-01-20-13-620	WTP - Chlorine Analyzer - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$20,000	\$20,000.00	\$20,000.00			\$20,000.00											\$20,000.00		
WTP	6-41-01-20-00-620	WTP - Make up air unit replacement - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$20,000	\$20,000.00	\$20,000.00			\$20,000.00											\$20,000.00		
WTP	6-41-01-20-19-620	WTP - Membranes (build reserves) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00			\$50,000.00											\$50,000.00		
WTP	6-41-01-20-11-620	WTP - Chlorine gas replacement - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00			\$50,000.00											\$50,000.00		
WTP	6-41-01-20-09-620	WTP - Potable water pump - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00			\$50,000.00											\$50,000.00		
Park	6-77-81-60-00-660	Skateboard Park - Phase 2 - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$223,000 (cost of final design)	\$223,000.00	\$223,000.00	\$3,765.98	\$219,234.02			\$160,100.45							\$62,899.55	Association	\$223,000.00		

Park	6-77-02-30-07-630	Baseball diamond utility vehicle (mule) - 2020 Carry Forward - Brad Jan 7, 2021 - carry forward balance - \$32,000	\$21,016.00	\$32,000.00	\$0.00	\$21,016.00			\$21,016.00	common services								\$21,016.00	
SRC - Are	6-73-11-20-05-620	Tube Heaters - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$62,500	\$29,675.94	\$62,500.00	\$0.00	\$29,675.94		\$29,675.94										\$29,675.94	
SRC Fitness	6-73-12-30-00-630	Pec Deck Machine - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$6,550.00	\$6,550.00	\$6,550.00				\$6,550.00										\$6,550.00	
	6-41-11-10-22-610 - CAP-11501	Watermain replace on 52nd Street between 48-49 Ave - (Melissa Dec 30/19 - carry forward balance - \$221,369.75 - \$205,400.66 = \$15,969.09) - (Melissa January 4, 2021 - carry forward balance - \$15,000)	\$15,000.00	\$15,000.00								\$15,000.00						\$15,000.00	
	6-41-14-20-01-620 - CAP-11503	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210)	\$149,490.00	\$149,490.00								\$149,490.00						\$149,490.00	
	6-42-00-20-00-620	Lift Stations A & B Furnaces - (Melissa Dec 30/19 - carry forward balance - \$30,000 - \$0.00 = \$30,000) - (Melissa January 4, 2021 - carry forward balance \$14,566.97 (\$30,000 - \$15,433.03))	\$14,566.97	\$14,566.97			\$14,566.97											\$14,566.97	
Water	6-41-14-10-01-610	Water Reservoir Exterior and Insulation - 2018 Carry Forward - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$50,000 - 0 = \$50,000) - (Melissa January 4, 2021 - carry forward balance \$50,000	\$50,000.00	\$50,000.00		\$314.16	\$10,000.00		\$40,000.00	Water Reservoir Coat								\$50,000.00	
WTP	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$250,000 - \$20,499.36 = \$229,500.64) - Melissa January 4, 2021 - carry forward balance \$209,122.94 (\$229,500.64 - \$20,377.70)	\$209,122.94	\$209,122.94				\$209,122.94										\$209,122.94	
Airport	6-33-00-10-01-630	Airport - Runway Lights (Joint Airport Grant - runway lighting) \$32,550 - 0 = \$32,550 - Melissa January 4, 2021 - carry forward balance - \$132,700 - \$119,430 = \$13,270	\$13,270.00	\$13,270.00			\$13,270.00											\$13,270.00	
Water	6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30 - 2018 Carry Forward - carry forward balance to 2019 (88,895.30-54,188.57 = 34,706.73) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance \$34,706.73 - \$2201.72 = \$32,505.01) - Melissa January 4, 2021 carry forward balance - \$32,505.01	\$32,505.01	\$32,505.01	\$30,290.01	\$2,215.00	\$32,505.01											\$32,505.01	
Cem	6-56-00-60-01-660	Cemetery Columbarium - Allan - January 6, 2020 - carry forward balance - \$20,000 - \$1800 = \$18,200 - Brad - January 11, 2021 - Carry forward balance - \$18,200	\$17,674.64	\$18,200.00	\$525.36	\$17,674.64	\$17,674.64											\$17,674.64	
2020 Carry Forward - Capital Projects (TCA)			\$1,927,535.25	\$1,971,868.67		\$639,014.44	\$190,000.00	\$159,733.11	\$39,224.64	\$369,223.39	\$71,016.00	\$0.00	\$0.00	\$736,196.06	\$259,242.50	\$40,000.00	\$62,899.55	\$0.00	\$1,927,535.25
2020 Total Carry Forwards			\$2,079,858.25	\$2,106,509.29		\$2,911,797.38	\$203,498.52	\$159,733.11	\$89,224.64	\$369,223.39	\$127,585.48	-\$745.00	\$0.00	\$736,196.06	\$284,242.50	\$40,000.00	\$70,899.55	\$0.00	\$2,079,858.25
2021 Total Capital Budget (including Carry Forwards)			\$6,810,343.36	\$6,674,366.29		43%	\$428,498.52	\$724,983.24	\$391,643.71	\$369,223.39	\$1,098,029.35	\$124,255.00	\$0.00	\$1,624,935.17	\$767,146.56	\$397,120.00	\$884,508.42		0.00
2021 Total Capital Budget Difference From Budget to Actual				\$135,977.07			Water	\$428,000.00	\$1,545,125.47		\$1,467,252.74	Total Grants Available			\$2,063,094.73	\$1,249,025.50	\$493,009.11		
											Total Reserves	Balance - December 31, 2021			\$438,159.56	\$481,878.94	\$95,889.11		

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75903
Cheque Date	First	Last		75921

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cal-Trac Contracting Ltd.	75903	2021-12-10	\$2,433.38

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Grader Rental	303934-1	\$2,433.38	

Can Traffic Services Ltd.	75904	2021-12-10	\$4,049.07

Invoice Description	Invoice Number	Invoice Amount	
Traffic Signals Repair Work &	10031	\$4,049.07	

Cole-Parmer Canada Company	75905	2021-12-10	\$378.96

Invoice Description	Invoice Number	Invoice Amount	
WTP Fabrication Parts	00689596	\$378.96	

Corspraying	75906	2021-12-10	\$43.00

Invoice Description	Invoice Number	Invoice Amount	
HBC Spray Phase 1&2 Orchards	21103.2	\$43.00	

Hansel's Excavating Ltd.	75907	2021-12-10	\$5,788.13

Invoice Description	Invoice Number	Invoice Amount	
Fire Supply Hydrovac &Operator	7669	\$1,113.00	
Water Trans Supply Hydrovac &	7652	\$2,365.13	
Water Trans Supplied Hydrovac	7676	\$2,310.00	

NextGen Automation	75908	2021-12-10	\$334.68

Invoice Description	Invoice Number	Invoice Amount	
Office/Wtr Photocopies Nov 29	372164	\$334.68	

Ornamental Bronze Limited	75909	2021-12-10	\$931.35

Invoice Description	Invoice Number	Invoice Amount	
Cemeter Niche Wreath With Vase	99456	\$467.25	
Cemetery Niche Wreath w Vases	99515	\$464.10	

Peavey Mart	75910	2021-12-10	\$366.41

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Dig Trailer Tools	2009917004	\$124.92	
Park 12" Chainsaw	4009086003	\$241.49	

Purolator Courier Ltd.	75911	2021-12-10	\$119.13

Invoice Description	Invoice Number	Invoice Amount	
Water/WTP/Fire Freight	449149370	\$119.13	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Schwartz Home Building Centre	75912	2021-12-10	\$1,685.19

Invoice Description	Invoice Number	Invoice Amount	
Shop Foam Insulation	809649	\$184.72	
Shop Front Load Dryer	810549	\$681.45	
Trans Table Saw & Blade	809271	\$948.12	
Trans Drill Bit	809301	\$13.64	

ShareCanada	75913	2021-12-10	\$294.00

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 4 Organic Acid Dete	23641	\$294.00	

Stettler History Book	75914	2021-12-10	\$16,450.00

Invoice Description	Invoice Number	Invoice Amount	
PR History Book Donation	2021.12.07	\$16,450.00	

The Stettler Health Services F	75915	2021-12-10	\$7,500.00

Invoice Description	Invoice Number	Invoice Amount	
PR Festival of Lights Donation	2021.12.07	\$7,500.00	

Uncle Tim's Treats	75916	2021-12-10	\$150.00

Invoice Description	Invoice Number	Invoice Amount	
Covid-19 Relief Contribution	1928	\$150.00	

UPS Canada	75917	2021-12-10	\$433.20

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Freight	0000EX6691491	\$433.20	

Vanguard Collection Agencies L	75918	2021-12-10	\$9.05

Invoice Description	Invoice Number	Invoice Amount	
Water Billing Collection Agenc	2021.11.30	\$9.05	

Westvac Industrial Ltd.	75919	2021-12-10	\$18,067.67

Invoice Description	Invoice Number	Invoice Amount	
Hydrovac Water Pump/Freight	P01158	\$18,067.67	

Woodchuck Roofing Ltd.	75920	2021-12-10	\$9,412.20

Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Supply &Install Metal	2259	\$9,412.20	

Xylem Canada Company	75921	2021-12-10	\$1,420.67

Invoice Description	Invoice Number	Invoice Amount	
Sewer Level sensor floats for	3558361589	\$1,420.67	

Total Cheques			\$69,866.09
			53
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75922
Cheque Date	First	Last		75932

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	75922	2021-12-17	\$157.10

Invoice Description	Invoice Number	Invoice Amount	
Admin P&D Discharges	2021.11.30	\$157.10	

APWA, Alberta Chapter	75923	2021-12-17	\$52.50

Invoice Description	Invoice Number	Invoice Amount	
Water & Wastewater Foreman Ad	J-22-12	\$52.50	

ATCO Electric Ltd.	75924	2021-12-17	\$744.12

Invoice Description	Invoice Number	Invoice Amount	
Street Light Replacement	3011789	\$744.12	

Canada Post Corporation	75925	2021-12-17	\$1,622.57

Invoice Description	Invoice Number	Invoice Amount	
Water Bills Postage	9806020957	\$1,622.57	

Diverse Signs N Designs Inc.	75926	2021-12-17	\$106.82

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 100 Name Tags	8477	\$89.76	
Shop Smaller Decals for #42	8476	\$17.06	

Receiver General for Canada	75927	2021-12-17	\$56,833.65

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP25-21	\$48,426.58	
Town Tax Remittance	PP25-21.	\$3,815.29	
BOT Tax Remittance	PP25-21.BOT	\$2,259.08	
Library Tax Remittance	PP25-21.LIBRAR	\$2,332.70	

Rushton, Garry	75928	2021-12-17	\$4,859.82

Invoice Description	Invoice Number	Invoice Amount	
Refund Tax Roll Over Payment	2021.12.10	\$4,859.82	

Superior North America Inc.	75929	2021-12-17	\$160,301.90

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal 30 Broom Wafers	22167S	\$664.10	
2021 Willie Municipal Sidewalk	5246W-1	\$159,637.80	

The City of Red Deer	75930	2021-12-17	\$486.00

Invoice Description	Invoice Number	Invoice Amount	
2021 Regional ARB Process Fees	425456	\$486.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Under Pressure Line Jetting In	75931	2021-12-17	\$861.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Hired Flusher clear main	12793	\$861.00	
=====			
Woody's Automotive Ltd.	75932	2021-12-17	\$668.86
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop Jig Saw Blades	744946	\$20.73	
Shop Fuel oil filter wrench	743755	\$18.26	
Hydrovac gear oil	745627	\$41.23	
WTP 5W-30 Conventional Oil	743805	\$10.28	
WTP Janitor Supplies	743430	\$254.08	
Water Wheel Bearing unit #175	744424	\$284.78	
SRC Janitor Tools	742735	\$110.25	
SRC Angle Broom	745050	\$31.50	
Total Cheques			\$226,694.34
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004153
Cheque Date	First	Last		EFT0004195

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0004153	2021-12-14	\$15.74

Invoice Description	Invoice Number	Invoice Amount	

P&L Phone jack adapter for	STTLRIN9269	\$15.74	

Accu-Flo Meter Service Ltd.	EFT0004154	2021-12-14	\$1,102.50

Invoice Description	Invoice Number	Invoice Amount	

Water Trans Meter Bodies	99913	\$1,102.50	

Acklands - Grainger Inc.	EFT0004155	2021-12-14	\$241.22

Invoice Description	Invoice Number	Invoice Amount	

Pool Janitor Supplies	9122689814	\$241.22	

Alberta One-Call Corporation	EFT0004156	2021-12-14	\$59.54

Invoice Description	Invoice Number	Invoice Amount	

Water Trans Nov 1st Calls	IN172015	\$59.54	

AMSC Insurance Services Ltd.	EFT0004157	2021-12-14	\$207.08

Invoice Description	Invoice Number	Invoice Amount	

Trans Insurance #24 Tandem	39250	\$207.08	

Apple Fitness Store Ltd.	EFT0004158	2021-12-14	\$6,290.50

Invoice Description	Invoice Number	Invoice Amount	

Fitness Area Janitor Supplies	IN00022086	\$768.55	
Fitness Pec Deck/Delt Machine	IN00022097	\$5,521.95	

Automated Aquatics Canada Ltd.	EFT0004159	2021-12-14	\$282.61

Invoice Description	Invoice Number	Invoice Amount	

Pool - Chemicals	0000101019	\$282.61	

Stettler Regional Board of Tra	EFT0004160	2021-12-14	\$1,250.00

Invoice Description	Invoice Number	Invoice Amount	

Shop Retirement Heartland \$'s	1762	\$1,250.00	

Bounty Onsite Inc.	EFT0004161	2021-12-14	\$2,927.99

Invoice Description	Invoice Number	Invoice Amount	

Shop 2 Cases of Paper Towel	001-120062	\$124.97	
Signs Orange Spray Paint	001-119346	\$19.33	
WTP Case of Tissue & Nitrile G	001-119613	\$253.84	
Water Trans 200 Gaskets	001-120100	\$86.10	
Sewer 2 boxes of rags for dig	001-119896	\$37.01	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&L 2 AB & 2 CND Flags/PVC Cut	001-119165		\$261.84
SRC Janitor Supplies	001-119333		\$774.27
SRC Janitor Supplies	001-119611		\$259.02
SRC Janitor Supplies	001-119953		\$676.94
SRC Janitor Supplies	001-120021		\$72.92
SRC Mop Pail with wringer	001-119423		\$187.43
SRC Janitor Supplies	001-120094		\$174.32
=====			
Brenda's Country Catering	EFT0004162	2021-12-14	\$615.32
=====			
Invoice Description	Invoice Number	Invoice Amount	
Dept Study/ElectionWorker Meal	3710	\$615.32	
=====			
Brownlee LLP	EFT0004163	2021-12-14	\$12,859.83
=====			
Invoice Description	Invoice Number	Invoice Amount	
Admin Legal Professional Fees	523754	\$12,859.83	
=====			
Burmac Mechanical 2000	EFT0004164	2021-12-14	\$104.96
=====			
Invoice Description	Invoice Number	Invoice Amount	
Airport Terminal Repairs	B48782	\$104.96	
=====			
C & S Disposal	EFT0004165	2021-12-14	\$24,073.89
=====			
Invoice Description	Invoice Number	Invoice Amount	
Nov Waste & Recycling Collecti	1733	\$24,073.89	
=====			
Canadian Tire #671	EFT0004166	2021-12-14	\$146.94
=====			
Invoice Description	Invoice Number	Invoice Amount	
Signs Rope Lights for Tree Sta	4820	\$31.49	
Signs Rope Light for Tree Star	4865	\$62.98	
Roads Park Lighting	4823	\$35.68	
Park Hand Warmers	4876	\$16.79	
=====			
Capital Power	EFT0004167	2021-12-14	\$72,328.36
=====			
Invoice Description	Invoice Number	Invoice Amount	
Affiliate Oct Power Bill	5170557	\$4,506.95	
Oct Power Bill	5170548	\$67,821.41	
=====			
Chemtrade West Limited Partner	EFT0004168	2021-12-14	\$9,460.96
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	93231606	\$9,460.96	
=====			
Cheri's Ultimate Cleaning Serv	EFT0004169	2021-12-14	\$1,277.07
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Nov Janitor Service	579825	\$510.32	
Shop Nov Janitor Services	579824	\$766.75	
=====			
County of Stettler	EFT0004170	2021-12-14	\$30,280.06
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Village Agreement SWRS	IVC036009	\$8,568.92	
Fire Village Agreements SVWS	IVC036010	\$21,711.14	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Digitex Canada Inc.	EFT0004171	2021-12-14	\$226.80

Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 11.04 to 12.03	IN790945	\$226.80	

Federation of Canadian Municip	EFT0004172	2021-12-14	\$1,842.54

Invoice Description	Invoice Number	Invoice Amount	
Admin 2022-2023 Membership	INV-29499-LOCO	\$1,842.54	

Foot, Kyle	EFT0004173	2021-12-14	\$250.00

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns CUPE Clothing Allow	2021.11.26	\$250.00	

GT Hydraulic & Bearing	EFT0004174	2021-12-14	\$891.97

Invoice Description	Invoice Number	Invoice Amount	
Shop Hydrovac Parts/O-Rings	000-364344	\$482.37	
Equip Hydrovac Fittings/Freigh	000-364628	\$376.67	
Parks/Trans/Water Filters	000-364988	\$25.58	
Trans 4 Clamps	000-365003	\$7.35	

Hach Sales & Service Ltd.	EFT0004175	2021-12-14	\$20,253.16

Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies & Freight	264608	\$915.18	
Water/WTP -CL/sc200Controllers	265108	\$16,522.24	
WTP Lap Supplies & Freight	268296	\$537.87	
WTP 12 CL17 Reagents	268767	\$1,050.84	
WTP Lab Supplies	268960	\$1,227.03	

Heartland Auto Supply	EFT0004176	2021-12-14	\$2,349.27

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 20 Impacts/Masterlo	001-495487	\$207.61	
Fire 12V Commerical Start	001-496528	\$406.50	
Shop Supplies/Tools/Trans Drill	001-496409	\$1,048.31	
Hydrovac Hose Clamps #162	001-498984	\$25.41	
Trans Drill Bit	001-498372	\$35.67	
Trans Mechanics Wire/Tape	001-497633	\$104.23	
Trans Wire for Tree	001-498432	\$55.00	
WTP New Beacon & Filter #151	001-496916	\$431.91	
Parks Electrical Connector #68	001-497853	\$27.06	
Parks Oil Filter unit #83	001-498010	\$7.57	

Stettler Home Hardware	EFT0004177	2021-12-14	\$267.78

Invoice Description	Invoice Number	Invoice Amount	
Office 3 water refills	127046	\$15.75	
Office 3 water refills	127201	\$15.75	
Fire Joint 2 Lamps	126962	\$24.13	
Trans 2 Mouse Traps	126939	\$20.98	
Trans 2 water refills&cat food	127260	\$30.59	
Trans Tree Remote Batteries	127181	\$12.58	
P&L 3 Canada Flags	127008	\$113.37	
SRC 2 Lamps	127287	\$34.63	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Just Safety Supplies & Service	EFT0004178	2021-12-14	\$753.25
Invoice Description	Invoice Number	Invoice Amount	
Roads/Water Safety Supplies	6651	\$753.25	
McCrinkle, Sarah	EFT0004179	2021-12-14	\$98.52
Invoice Description	Invoice Number	Invoice Amount	
Shop Safety Clothing	2021.11.15.2	\$98.52	
Municipal Property Consultants	EFT0004180	2021-12-14	\$6,800.85
Invoice Description	Invoice Number	Invoice Amount	
Dec Assessor	17152	\$6,800.85	
Northstar Trucking Ltd.	EFT0004181	2021-12-14	\$433.13
Invoice Description	Invoice Number	Invoice Amount	
Fire Supply Concrete Capital P	321878	\$433.13	
Rollies Vac Systems	EFT0004182	2021-12-14	\$336.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Nov Landfill Pumpout	21662	\$336.00	
Shanes Instrument Services Ltd	EFT0004183	2021-12-14	\$2,026.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Low Lift Actuators Capital	20540	\$2,026.50	
Spartan Controls Ltd.	EFT0004184	2021-12-14	\$270.90
Invoice Description	Invoice Number	Invoice Amount	
WTP 2 Repair Kits	90400952	\$270.90	
Stettler Building Supplies Ltd	EFT0004185	2021-12-14	\$17.84
Invoice Description	Invoice Number	Invoice Amount	
TRans Spruce 2x6	AG3997	\$17.84	
Stettler Dodge Ltd.	EFT0004186	2021-12-14	\$13.49
Invoice Description	Invoice Number	Invoice Amount	
WTP Diff seal for unit #151	152095	\$13.49	
Stettler & District Handibus	EFT0004187	2021-12-14	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Oct Utilities	3541	\$157.50	
Stettler Motors (1998) Ltd.	EFT0004188	2021-12-14	\$289.22
Invoice Description	Invoice Number	Invoice Amount	
Fire Inspect & Advise unit#217	139402	\$289.22	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Registry Services Ltd	EFT0004189	2021-12-14	\$113.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Register Trailer #232	CT500003776	\$113.00	
Stingray Radio Inc.	EFT0004190	2021-12-14	\$533.40
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Advertising	412943-11	\$533.40	
TNT Work & Rescue	EFT0004191	2021-12-14	\$6,009.26
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 4 Harness & Vault L	51387	\$2,836.76	
Fire Joint 1 Cascade Titanium	51403	\$3,172.50	
Trinus Technologies Inc	EFT0004192	2021-12-14	\$2,154.13
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email/Back	R69351-33610	\$752.85	
Computer 2 Watchguard AP325	R66779-33585	\$1,401.28	
Wilford, Ivan	EFT0004193	2021-12-14	\$157.45
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing & Safety	2021.11.09	\$157.45	
WTS Manufacturing & Sales Inc.	EFT0004194	2021-12-14	\$204.33
Invoice Description	Invoice Number	Invoice Amount	
Signs Aluminum for Tree Star	2174	\$204.33	
Yost, Dustin & Maria Cristine	EFT0004195	2021-12-14	\$1,800.00
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Dec Janitor	2021.12.01	\$1,800.00	
	Total Cheques		\$211,774.86

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004196
Cheque Date	First	Last		EFT0004247

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0004196	2021-12-21	\$25.20

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Pins Meter Registe	99984	\$25.20	

Action Plumbing & Excavating	EFT0004197	2021-12-21	\$2,856.42

Invoice Description	Invoice Number	Invoice Amount	
WTP Bldg Zone Heating Valve	W36745	\$1,026.04	
WTP Annual Boiler Inspection	W36858	\$863.06	
SRC Replace Ball Valves Zambon	W36696	\$555.72	
Pool Replace bushings in pumps	W36660	\$411.60	

Alberta Animal Services	EFT0004198	2021-12-21	\$14,306.76

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Nov Bylaw Enforcement	11924	\$14,306.76	

APEX Supplementary Pension Pla	EFT0004199	2021-12-21	\$403.20

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan tr	PP25-21	\$403.20	

Bagshaw Electric Ltd.	EFT0004200	2021-12-21	\$976.95

Invoice Description	Invoice Number	Invoice Amount	
Fire PVC & Couplings	IC029224	\$56.36	
Trans Propane Bottle Refill	IC029022	\$17.44	
WTP VFD Fuses	IC029891	\$340.45	
SRC Replace pressure switch	W12231	\$211.05	
SRC 4 Lamps	IC029476	\$44.06	
SRC Zamboni Propane	IC029017	\$307.59	

Barnes, Roger	EFT0004201	2021-12-21	\$104.99

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.12.06	\$104.99	

Benoit, Curtis	EFT0004202	2021-12-21	\$136.66

Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2021.12.06	\$136.66	

Black Press Group Ltd.	EFT0004203	2021-12-21	\$491.20

Invoice Description	Invoice Number	Invoice Amount	
PR Remembrance Day Ad/Dev Perm	34179833	\$491.20	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Regional Board of Tra	EFT0004204	2021-12-21	\$22,640.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Heartland Dollars	1777	\$22,640.00	
Bond-O Communications Ltd.	EFT0004205	2021-12-21	\$1,227.46
Invoice Description	Invoice Number	Invoice Amount	
Trans 2 Way Radio unit #24	BONDOIN128045	\$613.73	
Trans Spare 2-Way Radio	BONDOIN128048	\$613.73	
Border Paving Ltd.	EFT0004206	2021-12-21	\$1,422.61
Invoice Description	Invoice Number	Invoice Amount	
Roads Cold Mix	71059	\$1,422.61	
Brenntag Canada Inc.	EFT0004207	2021-12-21	\$844.20
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Drum Deposit	46443100	\$1,474.20	
Brownlee LLP	EFT0004208	2021-12-21	\$3,512.88
Invoice Description	Invoice Number	Invoice Amount	
Sewer Legal Services WTP/Lagoo	524001	\$3,512.88	
Canadian Union of Public Emplo	EFT0004209	2021-12-21	\$605.00
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP25-21	\$605.00	
Canoe Procurement Group of Can	EFT0004210	2021-12-21	\$34,828.31
Invoice Description	Invoice Number	Invoice Amount	
Admin Registration & Membershi	RMA003507	\$204.75	
Fire New Tires Engine #13	AB087867	\$5,403.68	
Rescue #14 New Tires	AB085442	\$5,327.66	
Trans 18 Signs	AB085915	\$1,415.46	
Trans Water 8-Grease Tubes	PF-9846-95777	\$73.37	
Snow Removal New Blades #145	AB086785	\$3,677.04	
WTP Shell Tellus Oil	PF-9788-95430	\$212.64	
Water Trans Stock for Water Se	AB087692	\$3,090.05	
Parks/Trans/Water Diesel Fuel	PF-9816-95629	\$4,308.70	
Misc Dept Equip Gas Oil	PF-9770-95252	\$11,114.96	
Capital H2O Systems Inc.	EFT0004211	2021-12-21	\$5,806.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Scaleton Scale	17999	\$5,806.50	
Caro Analytical Services	EFT0004212	2021-12-21	\$175.88
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2125473	\$141.75	
WTP Water Analysis	IC2125582	\$34.13	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CentralSquare Canada Software	EFT0004213	2021-12-21	\$10,752.00
Invoice Description	Invoice Number	Invoice Amount	
Computer 5 Limited user Licens	338772	\$10,752.00	
Chapman Riebeek	EFT0004214	2021-12-21	\$263.55
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Nov Legal Services	2112128	\$263.55	
ClearTech Industries Inc.	EFT0004215	2021-12-21	\$1,935.74
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Container Dep	INV1003959	\$1,993.82	
Contact Safety Service Ltd.	EFT0004216	2021-12-21	\$452.03
Invoice Description	Invoice Number	Invoice Amount	
Shop Emergency Light Inspectio	11437	\$452.03	
Dean's Machine Inc.	EFT0004217	2021-12-21	\$305.43
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Snowblower Bushin	45519	\$107.73	
Wtr Trns New bit for curbstop	45609	\$145.20	
Wtr Trns Modify curb stop tool	45619	\$52.50	
Dennis, Mark	EFT0004218	2021-12-21	\$3,053.90
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Fire Call Meals	2021.12.14	\$13.57	
Fire Joint icloud 2TB storage	2021.12.14.2	\$377.33	
Fire Joint Techincal Rope Resc	2021.12.14.3	\$2,663.00	
Dillon Consulting	EFT0004219	2021-12-21	\$10,017.00
Invoice Description	Invoice Number	Invoice Amount	
Mun Plan Intermunicipal Dev	247290	\$10,017.00	
East Central Alberta Catholic	EFT0004220	2021-12-21	\$41,079.04
Invoice Description	Invoice Number	Invoice Amount	
4th Qtr 2021School Requisition	12153	\$41,079.04	
Glover International Trucks Lt	EFT0004221	2021-12-21	\$213.30
Invoice Description	Invoice Number	Invoice Amount	
Trans Oil filters unit #24	338289	\$213.30	
Hach Sales & Service Ltd.	EFT0004222	2021-12-21	\$8,414.07
Invoice Description	Invoice Number	Invoice Amount	
WTP 2 CL17's & 2 Warranty Plus	268924	\$8,414.07	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hadley Concrete	EFT0004223	2021-12-21	\$10,227.97
Invoice Description	Invoice Number	Invoice Amount	
2021 Sidewalk Replmnt Holdback	2139	\$10,227.97	
Heartland Express	EFT0004224	2021-12-21	\$384.38
Invoice Description	Invoice Number	Invoice Amount	
Trans Freight	12527	\$322.56	
Water Trans Freight	12562	\$61.82	
Heartland Glass Ltd.	EFT0004225	2021-12-21	\$294.84
Invoice Description	Invoice Number	Invoice Amount	
Signs Lexan for Concrete Block	106932	\$294.84	
Hi Way 9 Express Ltd.	EFT0004226	2021-12-21	\$282.98
Invoice Description	Invoice Number	Invoice Amount	
Trans Freight	20125512	\$42.64	
Shop Freight	32027245	\$42.64	
Pool Freight	6596100	\$70.19	
Trans Freight	12421027	\$127.51	
i. d. Apparel	EFT0004227	2021-12-21	\$1,181.88
Invoice Description	Invoice Number	Invoice Amount	
Staff Appreciation 24 Caps	106443	\$653.94	
Staff Appreciation 12 Caps	106483	\$527.94	
IJD Inspections Ltd.	EFT0004228	2021-12-21	\$1,129.03
Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Electrical Permit	ST21-098E	\$154.50	
P&D Building Permits & Inspect	ST2021-11	\$974.53	
Industrial Machine Inc.	EFT0004229	2021-12-21	\$92.87
Invoice Description	Invoice Number	Invoice Amount	
SRC Spreader & Cloth Zamboni	40710	\$346.33	
Kathy's Printing Service	EFT0004230	2021-12-21	\$985.95
Invoice Description	Invoice Number	Invoice Amount	
Water Billing Water Bill Paper	5780	\$985.95	
Keiths Refrigeration	EFT0004231	2021-12-21	\$1,232.82
Invoice Description	Invoice Number	Invoice Amount	
Health Unt Fall HVACMaintennce	21284	\$1,232.82	
Kjersteen, Kelly	EFT0004232	2021-12-21	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.12.03	\$250.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Olson, Pat	EFT0004233	2021-12-21	\$240.79
Invoice Description	Invoice Number	Invoice Amount	
WTP CUPE Clothing Allowance	2021.12.13	\$240.79	
R & E Elevator Ltd.	EFT0004234	2021-12-21	\$682.76
Invoice Description	Invoice Number	Invoice Amount	
Office Joint Regular Maintenanc	24917	\$315.26	
SRC Regualr Schedule Maintenanc	25006	\$367.50	
Rally Rentals	EFT0004235	2021-12-21	\$10.08
Invoice Description	Invoice Number	Invoice Amount	
Shop Aluminum Welding Wire	29678	\$10.08	
Rowles, Marty	EFT0004236	2021-12-21	\$82.30
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.12.07	\$82.30	
Spartan Controls Ltd.	EFT0004237	2021-12-21	\$14,458.50
Invoice Description	Invoice Number	Invoice Amount	
WTP 2 Low Lift Inlet Actuators	90411725	\$14,458.50	
Stettler Agri-Centre	EFT0004238	2021-12-21	\$1,512.00
Invoice Description	Invoice Number	Invoice Amount	
Trans Equip Spray Tip	16162S	\$22.42	
Trans Chainsaw 572XP-24	16084S	\$1,312.50	
TRans 20" Bar & Tools	16104S	\$109.18	
Trans Chain & File	16110S	\$36.42	
Parks Chainsaw Bar Oil	16060S	\$31.48	
Stettler Telephone Answering S	EFT0004239	2021-12-21	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Dec Working Alone Monitori	145	\$120.75	
Tagish Engineering Ltd.	EFT0004240	2021-12-21	\$23,041.39
Invoice Description	Invoice Number	Invoice Amount	
TS102-44th Ave Road Repairs	18978	\$15,331.08	
TS104-Hwy 12 West Intersection	18979	\$7,710.31	
TNT Work & Rescue	EFT0004241	2021-12-21	\$2,321.42
Invoice Description	Invoice Number	Invoice Amount	
Fire 3 CMC Patient tie in syst	51462	\$2,321.42	
Trinus Technologies Inc	EFT0004242	2021-12-21	\$173.25
Invoice Description	Invoice Number	Invoice Amount	
Computer Tech Support	P354-33643	\$173.25	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Uptown Office Supply Ltd.	EFT0004243	2021-12-21	\$1,058.04
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	02469B	\$46.43	
Office Stationery	02551B	\$858.12	
Office Stationery	02585B	\$11.70	
Water Trans Mouse for Laptop	02524B	\$25.13	
P&D Stationery	02462B	\$11.68	
P&LStationery	02487B	\$104.98	
=====			
Ventnor, Coralee	EFT0004244	2021-12-21	\$150.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.12.06	\$150.00	
=====			
Stettler Vet Clinic	EFT0004245	2021-12-21	\$232.67
=====			
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Nov Vet Clinic Fees	798985	\$105.09	
Bylaw Nov Vet Clinic Fees	799202	\$127.58	
=====			
Wally's Backhoe Services Ltd.	EFT0004246	2021-12-21	\$153,528.06
=====			
Invoice Description	Invoice Number	Invoice Amount	
TS104 Hwy 12 Intersection	PPC#2 TS104	\$153,528.06	
=====			
Yost, Dustin	EFT0004247	2021-12-21	\$87.29
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2021.12.06	\$66.30	
SRC CUPE Clothing Allowance	2021.12.07	\$20.99	
=====			
Total Cheques			\$380,612.30
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000484
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
United Farmers of Alberta	ONL000484	2021-12-10	\$943.69

Invoice Description	Invoice Number	Invoice Amount
Fire Joint Antifreeze	SOINV2655860	\$488.25
Water parts to repair shoring	SOINV2590509	\$21.78
Water Puller Cable	SOINV2652260	\$83.99
SRC Camlocks/Clamps/Hose	SOINV2672452	\$205.25
Comm Hall Tools	SOINV2648017	\$146.98

	Total Cheques	\$943.69
		=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000485
Cheque Date	First	Last		ONL000488

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000485	2021-12-17	\$28,387.82

	Invoice Description	Invoice Number	Invoice Amount

	Joint Office Nov Gas Bill	202111-3693	\$1,247.15
	Fire Joint Nov Gas Bill	202111-3687	\$1,008.48
	Town Shop Nov Gas Bill	202111-3694	\$657.96
	Airport Nov Gas Bill	202111-3686	\$212.79
	WTP Nov Gas Bill	202111-3689	\$6,902.40
	Water Trans Nov Gas Bill	202111-3684	\$249.76
	Sewer 1 Nov Gas Bill	202111-3685	\$294.56
	Sewer 2 Nov Gas Bill	202111-3692	\$179.58
	SRC & Pool Nov Gas Bill	202111-3691	\$16,605.33
	Comm Hall Nov Gas Bill	202111-3690	\$506.23
	Parks Lions Nov Gas Bill	202111-3688	\$155.64
	Gear Up Nov Gas Bill	202111-3679	\$367.94

Corporate Payment Systems	ONL000486	2021-12-17	\$10,107.01
	Invoice Description	Invoice Number	Invoice Amount

	Sewer Asset Management/Coffee	2021.12.06.149	\$170.48
	BOT Corporate Visa	2021.12.06.BOT	\$1,216.03
	Mun Plan SEASP/IDP Meeting	2021.12.06.164	\$903.15
	P&L Christmas Decorations/Toas	2021.12.06.343	\$234.91
	GIS USBs, Surface Dock 2, Mon	2021.12.06.425	\$2,082.66
	Trans 2 snap clips/Leadership	2021.12.06.727	\$325.01
	Pool Facility, Tide, Face Mask	2021.12.06.762	\$203.97
	Eng Admin AUMA Meals, Room	2021.12.06.763	\$801.57
	Council Orientation Snacks/MGA	2021.12.06.767	\$587.56
	Admin & Council AUMA Rooms	2021.12.06.758	\$2,145.40
	Fitness Area Special Event Sup	2021.12.06.768	\$640.76
	WTP Janitor Supplies/3/8" tubi	2021.12.06.832	\$302.69
	P&L Coffee & Office Supplies	2021.12.06.981	\$191.67
	Fire Joint Network AV Receiver	2021.12.06.655	\$980.61

Poulin's Professional Pest Con	ONL000487	2021-12-17	\$354.94
	Invoice Description	Invoice Number	Invoice Amount

	WTP Monthly Pest Control	1427985	\$198.45
	SRC Monthly Pest Control	1427841	\$156.49

Shaw Cablesystems GP	ONL000488	2021-12-17	\$109.15
	Invoice Description	Invoice Number	Invoice Amount

	Fitness Area Jan Cable TV	2021.12.01	\$109.15

Total Cheques			\$38,958.92
			=====

**MINUTES OF THE DECEMBER 13, 2021
REGIONAL WATER SERVICES COMMISSION MEETING
TOWN OF STETTLER – BOARD ROOM
1:00 P.M.**

Present: Steven Gerlitz, Assistant CAO, Town of Stettler
Melissa Robbins, Director of Operations, Town of Stettler
Wayne Smith, Councillor, Town of Stettler
Brenda Knight, Lacombe County, Hwy 12/21
Keith Boras, Lacombe County, Highway 12/21 Manager
Dion Burlock, Agricultural Fieldman, Lacombe County

1. Call to Order

Assistant CAO S. Gerlitz called the meeting to order at 1:20 pm

2. Appointment of Chair

Assistant CAO S. Gerlitz asked for nomination for position of Chair
W. Smith nominated B. Knight for position of Chair
Assistant CAO S. Gerlitz declared B. Knight, Chair of the Regional Water Services Committee.

3. Additions to Agenda

5c – Notification to Commissions

Moved by W. Smith that the agenda be accepted as amended.

MOTION CARRIED
Unanimous

4. Minutes of the Regional Water Meeting of April 12, 2021

Moved by W. Smith that the minutes of the April 12, 2021 Regional Water Services Committee Meeting be approved as presented.

MOTION CARRIED
Unanimous

5. Current Business

a. 2022 Regional Water Rates

Assistant CAO S. Gerlitz advised that a copy of the 2022 – 2024 rates were emailed to all partners on December 3, 2021. The actual expenses and consumption for 2021 will not be known until Feb/March of 2022. The 2022 water model calculated rates are based on projected consumption and 2022 budget expenditures.

**REGIONAL WATER SERVICES COMMITTEE MEETING
DECEMBER 13, 2021
PAGE 2**

S. Gerlitz highlighted the 2022 Water Rate and Budget summary handed out at the meeting:

Town of Stettler
Regional Water – 2022 Budget Summary

Consumption

	2018	2019	2020	2021	2022
• Hwy12/21	125,000 m3	250,000 m3	250,000 m3	250,000 m3	250,000 m3
• SWMRWSC	425,000 m3	500,000 m3	500,000 m3	500,000 m3	500,000 m3

Expenses

- 2021 Budget (December 2020) - \$3,078,025 (entire water department)
- 2022 Budget (December 2021) - \$3,094,431 (entire water department)
- **Difference – \$16,406 – 0.53% increase**
 - Utilities - \$26,705 (2022 - \$282,801 / 2021 - \$256,096)
 - Water Plant – Chemical Testing \$10,000 (2022 - \$26,000 / 2021 - \$16,000)
 - Water Plant – Insurance - \$4,141 (2022 - \$38,630 / 2021 - \$34,489)
 - Water Trans – Damage Claims (\$10,000) (2022 - \$0 / 2021 - \$10,000)
 - Water General – Debentures / Gross Recovery – (\$15,190) (2022 - \$646,170 / 2021 - \$661,360)

2022 Water Rates (budget)

- **2022 - HWY12/21 - \$1.3960 / SMRWSC - \$1.4420**
- 2021 - HWY12/21 - \$1.3960 / SMRWSC - \$1.4420
- 2020 - HWY12/21 - \$1.3960 / SMRWSC - \$1.4420
- 2019 - HWY12/21 - \$1.3900 / SMRWSC - \$1.4348
- 2018 – HWY12/21 - \$1.3900 / SMRWSC - \$1.4348

S. Gerlitz also provided a brief update on the water model and capital budget / reserve allocations summary

Moved by W. Smith to accept the 2022 Regional Water Rates as follows starting January 1, 2022:

- Hwy 12/21 - \$1.3960/m3
- SMRWSC - \$1.4420/m3

MOTION CARRIED
Unanimous

b. Operational Update(s)

M. Robbins – Town – 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 has 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 with Julian Huang from 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. Other Approvals around Alberta have had the same problems and have had their Approvals amended as well.
- Parts are on order for a new CIP Caustic Tank Heater. A redesigned heating system will remove the current electric heater from the tank which is failing once a year causing hard grounds to occur which has a detrimental effect on non-related electrical components in the plant. The current heater is expensive as well as the contractor costs involved with the repair.

Keith Boras, Lacombe County, Highway 12/21 Manager

- The Commission has had a relatively good year, we have no major operational issues to report
- The Commission was successful in securing funding to build the last two legs of our system. The first being the line from the Village of Alix to Clive, and the second being a segment from Ferintosh to Edberg. Construction on both regional line is progressing but experiencing current supply issues. Drilling of the regional water lines has gone smooth. Having the lines within the Alberta Transportation and County Right of Way has been extremely beneficial. Competition is expected in May of 2022.
- With the 2021 Municipal Election, the Commission has some new Directors. A tour of the plant will be scheduled when its safe to do so due to COVID restrictions and the WTP being a essential service with limited visitors.

Steven Gerlitz (from Yvette Cassidy) – SMRWCS

- Received 90/10 grant funding for the Rochon Sands Extension to the SMRWSC Water Line from White Sands for a total project cost of \$2.2 million dollars. Construction is progressing. Working with Summer Village of Rochon Sands to complete final construction of line.
- County of Stettler considering rural water hookups

**REGIONAL WATER SERVICES COMMITTEE MEETING
DECEMBER 13, 2021
PAGE 4**

Moved by W. Smith that the operation updates be accepted for information

MOTION CARRIED
Unanimous

c. Notification to Commissions

General discussion took place regarding the importance of keeping all commission managers up to date on issues and concerns regarding the operation of the operation of the water treatment plant.

5. Additions

(a) None

6. Next Meeting Date

The next meeting of the Committee will be held Monday, April 25, 2022 at 1:00 pm – location to be determined.

7. Adjournment

Moved by W. Smith – that the Regional Water Services Committee Meeting was adjourned at 2:00 p.m.



Office of the Infrastructure Manager
Central Region

#401, 4920 - 51 Street
Red Deer, Alberta
Canada T4N 6K8

Telephone 403/340-5166
Fax 403/340-4810

File: 2400-STETT-CAP

December 9, 2021

His Worship Sean Nolls
Mayor
Town of Stettler
PO Box 280
Stettler, AB T0C 2L0

Dear Mayor Nolls:

**Re: Strategic Transportation Infrastructure Program (STIP)
Community Airport Program**

Thank you for your application of November 27, 2021 regarding grant funding for the Airport Runway Rehabilitation at the Stettler Airport under the Community Airport Program component of the Strategic Transportation Infrastructure Program (STIP). The proposed project is eligible under the terms of the program and will be considered for funding approval as the department develops future budgets. The Town of Stettler will be notified once your project has been approved for funding.

Based on the cost estimate included with your application, the total eligible project costs for Airport Runway Rehabilitation is \$1,618,096.00. Based on your application, the project would receive 75 percent grant funding of all eligible costs or \$1,213,572.00.

Alberta Transportation requires that projects of this magnitude be publicly tendered and delivered by the private sector. Once this project is approved for funding, please forward a summary of the bids and a construction schedule of the selected contractor to this office. The Town of Stettler will be responsible for any applicable Goods and Services Tax associated with the project.

If you have any questions or concerns please contact me at 403-340-5069.

Sincerely,

A handwritten signature in blue ink that reads "Denette Leask".

Denette Leask
Infrastructure Technologist



December 9, 2021

Mayor and Council
Town of Stettler
Attn: Greg Switenky, CAO
Sent via email: gswitenky@stettler.net

Dear Mayor Nolls and Council;

Thank you for the Town of Stettler’s commitments to STARS. You fly with STARS on every mission, bringing hope and a chance for life.

STARS is an essential service that assists communities like the Town of Stettler, with the pandemic, in addition to ongoing daily demands and with no cost to our patients. Like many, the Pandemic has had a significant effect on STARS. Our partnership is vital to maintaining a robust health and safety network for Albertans.

We are honored to have the Town of Stettler as a STARS Municipal Initiative partner, joining Alberta’s municipalities that provide sustainable funding for STARS operations. Over the past 2 years (2020-2021), the Town of Stettler has seen a significant increase with 33 missions flown within the Town of Stettler @ November 30, 2021; 4 scene calls, and 29 critical inter-facility transfers from the Stettler hospital. This represents approximately \$240,000.00 in service value to your residents.

STARS assists Stettler and area in numerous ways beyond helicopter response, through the STARS Emergency Link Center; a 24/7 safety network with access to all available resources. STARS Transport Physicians also aide your local healthcare professionals with virtual critical care guidance, protocols, and facilitate complex logistics with receiving hospitals, when minutes count.

Thank you, Town of Stettler for your previous annual support @ \$2 per capita = \$11,904/year. Many municipalities are experiencing population fluctuation which in turn, affects stable funding for STARS. I kindly ask for your Council’s consideration to move to a fixed value of support annually and continue our partnership in saving lives.

OUR REQUEST

\$12,000.00 per year

2022, 2023, 2024, 2025 (4-year term in conjunction with Council’s term) **Or**

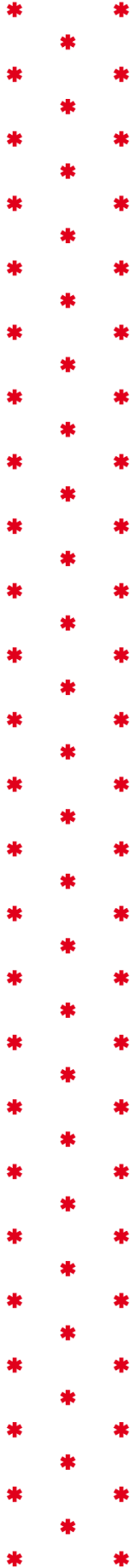
Standing Motion (providing for STARS as a line item in your annual budgets)

Your leadership and support are testament to the Town of Stettler’s commitment to the health and safety of your residents and ensures the highest level of emergency critical care is available today, tomorrow and for future generations.

Sincerely,

Sr. Municipal Relations Liaison
STARS Foundation

HEAD 1441 Aviation Park NE, Box 570 T 403-295-1811
OFFICE Calgary, Alberta T2E 8M7 F 403-275-4891



Protecting Albertans against the Omicron variant

December 15, 2021 [Media inquiries](#)

Alberta is taking immediate actions and clarifying health measures to protect Albertans and the health-care system against the highly transmissible Omicron variant of the COVID-19 virus.

Expanding rapid testing

Alberta's rapid testing program is expanding to allow all Albertans to have access to free rapid tests. Test kits of five individual tests will be available at select Alberta Health Services sites and select pharmacies starting Dec. 17. More than 500,000 rapid antigen test kits will initially be available for at-home use. Rapid test kits will also be made available at more schools and for vulnerable populations.

Expanding vaccine boosters

As of Dec. 15, Albertans aged 50 and older and all health-care workers who had their second dose six months ago or longer can book a third dose of an mRNA COVID-19 vaccine to increase their protection against the virus. This will make up to 700,000 more Albertans eligible to book boosters.

Ramping up health system capacity

Alberta Health is working with Alberta Health Services on planning to restore intensive care unit surge capacity if Omicron begins to put pressure on the health-care system. Alberta Health is also reviewing policies for health-care worker exposure, infection prevention and control, and visitors to acute/continuing care sites.

Clarifying health measures

Albertans are being asked to observe public health measures over the holidays around social gatherings, masking and personal practices. Indoor social gatherings will remain limited to 10 people. This applies to Albertans aged 18 and over, with no limits on those under 18. Additionally, there will be no limits on number of households and no distinction between vaccine and unvaccinated attendees. With these modest changes, Alberta's social gathering restrictions remain among the most stringent in Canada.

"We are closely monitoring developments around the Omicron variant and are taking immediate action to protect Albertans and slow the spread in our province. We strongly encourage Albertans to do their part to address the threat of Omicron by getting a booster dose, using rapid tests when appropriate and following Alberta's public health guidelines."

Jason Kenney, Premier

"More Albertans are choosing to be vaccinated and following public health measures, which is helping protect Alberta's health system. However, as with past variants, Omicron has the potential to change the situation quickly. Immediately expanding access to booster doses and offering free rapid testing will allow Albertans to identify infections and protect against them."

Jason Copping, Minister of Health

"We are expanding our successful at-home rapid testing program to help parents, students and staff feel even more confident about learning safely in the classroom. It's another layer of protection, together with vaccines and public health measures, to keep school communities safe."

Adriana LaGrange, Minister of Education

"Vaccines remain the most effective tool we have against COVID-19. It is especially important to get the booster dose when eligible with emerging information about third doses being more effective against the Omicron variant. Vaccines give good protection against severe disease and hospitalization but their effectiveness can decrease over time, especially with this new variant. I encourage eligible Albertans to take advantage of the increased protection that third doses offer, even if they have had a previous COVID-19 infection."

Dr. Deena Hinshaw, chief medical officer of health

Booster eligibility expansion

Starting Dec. 15, Albertans aged 50 and older and all health-care workers can book a third dose of an mRNA COVID-19 vaccine if they received their second dose at least six months before.

Eligible individuals can book appointments for third doses online with participating pharmacies or AHS by using the Alberta vaccine [booking system](#). Albertans can also call 811, [participating pharmacies](#) or participating physicians' offices.

Albertans who were previously eligible for third doses continue to be able to book their appointments. For information on eligibility, visit alberta.ca/vaccine.

At-home rapid test kits

Starting Dec. 17, Albertans can pick up a free BTNX rapid test kit from 700 select pharmacies in Edmonton, Calgary and Red Deer, and 140 select Alberta Health Services sites in other communities. To find a location, visit alberta.ca/CovidRapidTests. As more tests become available from Health Canada, more locations will be added.

Kits will be available on a first-come, first-served basis. To ensure as many Albertans have access as possible, there is a limit of one box of tests within a 14-day period per person. Albertans can pick up one additional box for another person(s) who cannot pick one up themselves provided they have each individual's health care number.

Each BTNX rapid test kit contains five rapid tests. For maximum benefit, an individual should use two tests each week, 72 hours apart. Tests are of particular benefit for those who have had a recent COVID-19 exposure. Each test kit includes an information sheet with details on how and when to use the test.

These tests are intended for at-home personal use for regular screening in asymptomatic people. Albertans who screen positive on a rapid test or who have COVID-19 symptoms should book a confirmatory PCR test through Alberta Health Services and must isolate for 10 days or until they receive a negative PCR test result.

In-home rapid tests will also be made available to foster families and kinship caregivers with school-aged children.

Albertans who are looking for tests for their workplace are encouraged to access tests through their employers' rapid test programs. If an employer does not provide tests, Albertans must provide documentation from privately paid tests.

The rapid test kits provided for free through Alberta's rapid testing programs cannot be used for the Restrictions Exemption Program (REP), which requires privately paid test results.

Additionally, the rapid test kits cannot be used for travel. They do not include appropriate documentation, so Albertans should not attempt to use them for domestic or international travel needs.

School rapid testing program

All K-6 schools on alert status (two or more cases in the last 14 days who were present at school while infectious) can now request rapid test kits. Participation in the program is optional for schools, parents and staff.

Eligible schools can submit a K-6 [at-home rapid testing program request form](#). More information is [available online](#).

To date, more than 90 schools have requested tests for students and staff and more than 35,000 students and staff have accessed rapid tests through this program.

All rapid tests are only for people without COVID-19 symptoms. If an individual has COVID-19 symptoms, they must not use a rapid test. They should stay home, isolate and book a test through Alberta Health Services with the [online assessment tool](#) or by calling 811.

Rapid testing program

Rapid tests continue to be available to any public, private or not-for-profit employer or service provider with an approved COVID-19 screening program.

Organizations can continue to apply at alberta.ca/rapidtesting or with their local chamber of commerce.

Social gathering changes

Effective immediately, indoor private social gatherings will no longer be limited to two households. The maximum number of individuals 18 years and older permitted is 10. In addition, there will be no distinction between vaccinated and unvaccinated Albertans.

The temporary state of public health emergency has lapsed. However, all other current public health restrictions remain in effect, including mandatory masking in indoor public places.

Outdoor social gathering capacity remains at 20 people, regardless of vaccination status. Physical distancing between households is required.

Related information

- [COVID-19 info for Albertans](#)
- [COVID-19 public health actions](#)
- [Rapid testing program](#)
- [COVID-19 vaccines and records](#)

Multimedia

- [Watch the news conference](#)

Media inquiries

[Steve Buick](#)

780-288-1735
Senior Press Secretary, Health



SAVE THE DATE

EMERGING TRENDS IN MUNICIPAL LAW

The trends you need to know
for your community to grow

Calgary	February 10, 2022	Virtual Option Also Available
Edmonton	February 17, 2022	

BrownleeLaw.com

You are invited to join us this February for our annual **Emerging Trends in Municipal Law** seminar featuring topics curated for our elected and administrative municipal clients.

Emerging Trends in Municipal Law will be held in-person in Calgary and Edmonton – and we are excited to announce that we will also offer a live-stream option if you are unable to attend in person.

The following topics will be featured at both sessions: employment law in the time of Covid, privacy and freedom to information issues, how to manage legal matters, municipal tax powers, conflicting fiduciary obligations, case and legislative updates, and a Q&A bear pit session where our lawyers will answer your questions.

Details:

Emerging Trends in Municipal Law - Calgary

Date: Thursday, February 10, 2022

Time: 8:30 a.m. – 3:30 p.m.

Location: Best Western Premier Calgary Plaza Hotel & Conference Centre

Address: 1316 - 33 St. NE, Calgary

Discounted room rates are available at the Best Western Premier Calgary Plaza Hotel from \$125 for double occupancy, only available until **January 10, 2022**.

Call 1.403.248.8888 and quote Brownlee LLP-MAIN or [click here](#) to book.

Emerging Trends in Municipal Law - Edmonton

Date: Thursday, February 17, 2022

Time: 8:30 a.m. – 3:30 p.m.

Location: Edmonton Expo Centre

Address: 7515 - 118 Ave. NW, Edmonton

Discounted room rates are available at the Sutton Place Hotel from \$129 a night. Only available until **January 28, 2022**. Call 1.800.SANDMAN and quote BROWNLEE2022 or [click here](#) to book.

More information, including costs, additional details about the topics, and live-stream availability, will be provided in the near future.

We hope you can join us!

Brownlee LLP



PRESCILLA THOMPSON | MARKETING ASSISTANT | BROWNLEE LLP

PRONOUNS: SHE/HER/HERS

MARKETING

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Heartland Victim Services/RCMP
Box 1298, 5902-44 Ave.
Stettler, Alberta, T0C 2L0

Ph: (403) 742-3382 RCMP
Ph: (403) 741-7839 HVSU
Fax: (403) 742-1530

Email: heartlandvsu@gmail.com

Providing services to victims in Stettler and area.

December 8, 2021

Trent Forsberg, Director of Victim Services
10th Floor, 10365 97 Street
Edmonton, Alberta T5J 3W7

Dear Mr. Forsberg:

First and foremost, it was a pleasure communicate with you after meeting Ms. Melnychuk at the recent Alberta Municipalities Convention in Edmonton. I appreciate you both listening to my concerns regarding the Victim Services Unit Funding Model and accepting the contact information for our community's Heartland Victim Services Program Manager, Sheila Gongaware.

Following our discussion, Ms. Gongaware was provided with an extensive information package and invited to partake in a virtual meeting on November 29th, 2021. This meeting was seemingly regarding the VSU Funding Model, as our discussion a few weeks prior indicated that information on the updated regional model would be distributed within the next few weeks. As Sheila was called away to an emergency, I attended the meeting on her behalf as a Board Member for the organization. After attending the meeting in its entirety, I was frustrated to find that the entire agenda was based on the Alberta Provincial Police Force, with virtually no mention of Victim Services. This was particularly surprising due to the coincidental timing of this meeting invitation matching the new funding model roll out that Rachel alluded to in our conversation at the Alberta Municipalities Convention. I left the meeting feeling disheartened by the lack of information on a topic that is gaining urgency in our community. There is a reasonable and responsible solution to address our primary impacts, as per our earlier discussion.

I write to you today to restate our dire concerns regarding the upcoming changes to the VSU Funding Model. I cannot begin to explain the importance of the resources that our members and volunteers provide to our community with already strained funds. In recent years, we have seen a significant decrease in funding alongside a notable increase in files. This organization has the ability to restore some semblance of security for our vulnerable population, and the lack of communication we have received regarding the future of VSU funding leaves us with the worry that the future of this vital service could be in jeopardy.

Any decisive insight that you could share at this time would be greatly appreciated and will allow for Heartland Victim Services to plan for the future accordingly, as a local unit or even a regional hub. If you have any questions or concerns regarding this letter, please feel free to contact me directly at 403-740-6690 or glawlor@stettler.net. I appreciate your attention to this pressing issue.

Sincerely,

Gord Lawlor
Town of Stettler Councillor

CC: The Honourable Nate Horner, Minister of Agriculture, Forestry and Rural Economic Development
Ms. Rachel Melnychuk
Town of Stettler – Mayor & Council
County of Stettler – Reeve & Council