

# Town of Stettler

**COUNCIL MEETING**

**FEBRUARY 1, 2022**

**6:30 P.M.**

**BOARD ROOM**



# TOWN OF STETTLER MISSION STATEMENT

WE WILL PROVIDE A HIGH  
QUALITY OF LIFE FOR OUR  
RESIDENTS AND VISITORS  
THROUGH LEADERSHIP AND  
THE DELIVERY OF EFFECTIVE,  
EFFICIENT AND AFFORDABLE  
SERVICES THAT ARE SOCIALLY  
AND ENVIRONMENTALLY  
RESPONSIBLE

**TOWN OF STETTLER  
REGULAR COUNCIL MEETING  
TUESDAY, FEBRUARY 1<sup>st</sup>, 2022  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of January 18<sup>th</sup>, 2022 5-9
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
  - (a) Capital Budget 2022 10-28
  - (b) 2022 Banking Tender 29
  - (c) Stettler Regional Emergency Management Agency – Appointment of Directors & Deputy Directors of Emergency Management 30
  - (d) CAO Reports 31-36
  - (e) Meeting Dates
    - **Wednesday, February 2 – Joint Town & County Meeting – Stettler Community Hall – 6:30pm**
    - Tuesday, February 8 – COW – 4:30pm
    - **Wednesday, February 9 – Alberta Provincial Police Workshop – TBD – 8:30am**
    - **Thursday, February 10 – Virtual Brownlee Emerging Trends – Council Chambers – 8:30 AM – 3:30 PM**
    - Tuesday, February 15 – Council – 6:30pm
    - **Thursday, February 17 – Virtual Brownlee Emerging Trends – Council Chambers – 8:30 AM – 3:30 PM**
    - Tuesday, March 1 – Council – 6:30pm
    - Tuesday, March 8 – COW – 4:30pm
    - Tuesday, March 15 – Council – 6:30pm
    - Tuesday, April 5 – Council – 6:30pm
    - **Wednesday, April 6 – Friday, April 8 – Virtual Economic Developers Alberta Conference – Council Chambers**
    - Tuesday, April 12 – COW – 4:30pm
    - Tuesday, April 19 – Council – 6:30pm
  - (f) Accounts Payable in the amount of \$165,179.40 37-43  
(\$5,296.49 + \$58,325.64 + \$21,448.98 + \$77,460.36 + \$2,647.93)

**COUNCIL AGENDA  
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7. **Council**
  - (a) Meeting Reports
8. **Minutes**
  - (a) Stettler Waste Management Authority – January 21, 2022 44-48
9. **Public Hearing**
10. **Bylaws**
11. **Correspondence**
  - (a) Alberta Municipalities – Below-Market Rate Loans No Longer Offered to Local Authorities 49
  - (b) Alberta Municipalities – Members of Alberta Municipalities Explore the Future of Policing in Alberta 50-52
12. **Items Added**
13. **In-Camera Session**
14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JANUARY 18<sup>th</sup>, 2022 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor S. Nolls  
  
Councillors K. Baker, C. Barros, G. Lawlor, S. Pfeiffer, T. Randell & W. Smith  
  
CAO G. Switenky  
Assistant CAO S. Gerlitz  
Regional Fire Chief M. Dennis

**Absent:** Media (2)

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

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

**Motion 22:01:19** Moved by Councillor Pfeiffer to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held January 4<sup>th</sup>, 2022

**Motion 22:01:20** Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on January 4<sup>th</sup>, 2021 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the January 4<sup>th</sup>, 2021 Minutes

None

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

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

6. **Administration:**

(a) Capital Budget 2022 – Stettler Regional Fire Department Radio Replacement

Mayor Nolls welcomed Regional Fire Chief M. Dennis to the meeting.

M. Dennis advised that the Alberta First Responder Radio Communications System (AFRRCS) is an interoperable province wide public safety grade radio system. The Alberta Government has provided the network, operation and maintenance and it became operational on July 1, 2016. Public safety agencies using AFRRCS include Fire, Police, ambulance and secondary government responders. Agencies using AFRRCS are able to fully coordinate joint responses to emergency scenes, improve and integrate radio communication among first responders from different agencies, and use robust, resilient radio technology in day-to-day operations. Only the radios on the permitted radio list are allowed to be used on AFRRCS. The list radios must deliver seamless operation and meet or exceed first

responder's basic communication and safety requirements.

In 2018 Staff recommended a Joint Town and County plan to replace Regional Fire Department radio equipment with AFRRCS approved equipment in the fall of 2021. A staff recommendation was approved by Council through separate Town and County authorization for capital expenditure budget planning process.

A Request for Proposal opportunity was presented on the Alberta Government's Alberta Purchasing Connection (APC) on November 30, 2021 and closed December 17, 2021. The following RFP's were received:

PRAIRIE MOBILE	Red Deer, Alberta	\$89,235.85	Excluding GST
BEARCOM	Red Deer, Alberta	\$179,226.79	Excluding GST

The RFP proposals were evaluated by the Regional Fire Department Administration through a process identified in the RFP document. The evaluation summary is attached and identifies that Prairie Mobile RFP was rejected through the evaluation process regarding missing critical equipment and technical requirements as per the RFP document. In addition, Prairie Mobile neglected to provide information on General requirements, maintenance, training, warranty, ongoing service options, scope of work, project summary, and as a result it was not possible to evaluate this portion of the Prairie Mobile proposal. Reference checks for Bearcom were completed with positive results.

**Motion 22:01:21**

Moved by Councillor Lawlor that the Town of Stettler Council award the AFRRCS end user equipment RFP to BEARCOM in the amount of \$179,226.79 excluding GST and carries the remaining budget for contingency for a total expenditure of \$180,450 excluding GST, with funding to come from the 2022 Capital Budget.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked M. Dennis for his presentation.

M. Dennis left the meeting at 6:52 p.m.

(b) 2022 Chemical Bid Award

CAO G. Switenky advised that every year, a Chemical Supply Bid is sent to suppliers for process chemicals. Historically, the Water Treatment Plant uses an average of \$160,000 annually for chemical. The 2022 operating budget for chemicals is set at \$175,000. Within the memorandum is the summary of bids and selected suppliers. Prices are NSF/ANSI Standard 60 Certified. Included for comparison are the 2021 prices.

Chemical prices for 2022 have increased substantially for several chemicals, with a general overall increase that was not unexpected. Administration will work to purchase chemicals required for the plant within operating budget limits.

**Motion 22:01:22**

Moved by Councillor Barros that the Town of Stettler Council award the 2022 Chemical Supply Bids as presented.

Chemical Name	Estimated Quantity (kg)	2021 (\$/kg)	2022 Tender prices		
			Cleartech \$/kg	Chemtrade \$/kg	Brenntag \$/kg
Aluminum Sulphate Liquid (48.5%)	207000	0.412	-	0.458	-
Citric Acid	800	1.99	4.77	-	6.20
Copper Sulphate	1600	4.77	8.42	-	-
Sulphuric Acid (93%)	44000	0.479	0.631	0.652	-
Powder Activated Carbon	4000	3.07	3.64	-	-
Clearfloc AP1065	300	8.24	9.87	-	-
Chlorine Gas	7256	1.67	2.07	-	3.25
Aqua Ammonia (29%)	4500	1.54	-	-	2.65
Hydrofluosilicic Acid (19.8%)	6000	1.69	1.88	-	1.97
Sodium Hydroxide (25%)	120000	0.351	0.44	-	0.79
Sodium Hypochlorite (12%)	6500	0.92	0.71	-	-
Sodium Hypochlorite Tote (12%)	6150kg	-	1.01	-	1.16
Citric Acid (50%)	3200	1.66	2.62	-	6.20
Calcium Thiosulphate (20-30%)	3800	1.62	1.88	-	-
Polydex Bacteriostatic Algaecide	3750	7.99	9.96	-	-
Magnafloc LT 225	300	7.02	-	-	11.30

MOTION CARRIED  
 Unanimous

(c) 2021 Tax Receivables – December 31, 2021

**Motion 22:01:23**

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

MOTION CARRIED  
 Unanimous

(d) 2021 Budget Summary: “A Run” Prior to Audit – December 31, 2021

**Motion 22:01:24**

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

MOTION CARRIED  
 Unanimous

(e) 2021 Capital Budget Summary: “A Run” Prior to Audit – December 31, 2021

**Motion 22:01:25**

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

MOTION CARRIED  
 Unanimous

(f) Bank Reconciliation – November 30, 2021

**Motion 22:01:26**

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

MOTION CARRIED  
 Unanimous

(g) Meeting Dates

- **Tuesday, January 25 – 2022 Capital Budget Meeting – SRC – 3pm**
- Tuesday, February 1 – Council – 6:30pm
- **Wednesday, February 2 – Joint Town & County Meeting – Stettler Community Hall – 6:15pm**
- Tuesday, February 8 – COW – 4:30pm
- **Thursday, February 10 – Brownlee Emerging Trends (Calgary)**

- Tuesday, February 15 – Council – 6:30pm
- Tuesday, March 1 – Council – 6:30pm
- Tuesday, March 8 – COW – 4:30pm
- Tuesday, March 15 – Council – 6:30pm
- Tuesday, April 5 – Council – 6:30pm
- Tuesday, April 12 – COW – 4:30pm
- Tuesday, April 19 – Council – 6:30pm

(f) Accounts Payable in the amount of \$501,375.04

**Motion 22:01:27**

Moved by Councillor Smith that the Accounts Payable in the amount of \$501,375.04 (\$123,425.07 + \$202,095.96 + \$1505.94 + \$155,323.69 + \$4,570.71 + \$14,453.67) for the period ending January 18<sup>th</sup>, 2022 for having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

January 5 – Talk of the Town  
January 7 – Signed Cheques at the Town Office  
January 11 – Flood Plan Mapping Meeting  
January 11 – Strategic Planning Meeting  
January 12 – Talk of the Town  
January 14 – Signed Cheques at the Town Office  
January 15 – Bowling Tournament Meeting  
January 17 – Intermunicipal Development Plan Meeting

(b) Councillor Baker

January 11 – Stettler Board of Trade Meeting  
January 11 – Strategic Planning Meeting

(c) Councillor Barros

January 11 – Strategic Planning Meeting  
January 12 – Hospital Foundation Meeting  
January 13 – Heartland Beautification Meeting

(d) Councillor Lawlor

January 11 – Stettler Board of Trade Meeting  
January 11 – Strategic Planning Session  
January 12 – Economic Development Meeting

(e) Councillor Pfeiffer

January 11 – Stettler Board of Trade Meeting  
January 11 – Strategic Planning Meeting  
January 13 – Emergency Advisory Meeting  
January 17 – FCSS Meeting  
January 18 – Intermunicipal Development Plan Meeting

(f) Councillor Randell

January 11 – Strategic Planning Meeting

(g) Councillor Smith

January 11 – Strategic Planning Meeting  
January 13 – Heartland Beautification Meeting  
January 17 – FCSS Meeting



**Motion 22:01:28**

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

MOTION CARRIED  
Unanimous

- 8. **Minutes:** (a) None
- 9. **Public Hearing:** (b) None
- 10. **Bylaws:** (a) None
- 11. **Correspondence:** (a) Stettler History Book – Thank You Card

**Motion 22:01:29**

Moved by Councillor Randell that the Town of Stettler Council accept the Correspondence item (a) as presented.

MOTION CARRIED  
Unanimous

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

**Motion 22:01:30**

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

MOTION CARRIED  
Unanimous at 7:46 p.m.

\_\_\_\_\_  
Mayor

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

# MEMORANDUM

**To:** Stettler Town Council  
**From:** Administration  
**Date:** **January 25, 2022**  
**Re:** Capital Budget for 2022, 2023, 2024, 2025 and 2026 (5 years – MGA)

The 2022 proposed Capital Budget has been prepared for Council's consideration in the amount of **\$5,765,096**. A Departmental Project Summary is summarized below:

2022 Capital Budget - Department Summary			
<b>Administration</b>			<b>\$39,000</b>
	Computer replacement program	\$14,000	
	Community Builders (10 community hearts)	\$25,000	
<b>Fire Department</b>			<b>\$181,000</b>
	2001 engine replacement (2026)	\$100,000	
	Replace Deputy Fire Chief truck (2023 - \$94,000 - 1/2 County - \$47,000)	\$23,500	
	Replace Fire Chief truck (2023 - \$94,000 - 1/2 County - \$47,000)	\$23,500	
	Replace extraction hydraulic pump (\$19,000 - 1/2 County - \$9,500)	\$19,000	
	Fire Hall traffic signals (\$15,000 - 1/2 County - \$7,500)	\$15,000	
<b>Transportation</b>			<b>\$900,000</b>
	Pavement patching	\$150,000	
	44th Avenue overlay (Highway 12 - 38 street)	\$750,000	
<b>Airport</b>			<b>\$1,618,096</b>
	Airport runway - secure STIP funding \$1,618,096 (\$1,213,572 STIP / County \$202,262)	\$1,618,096	
<b>Water &amp; Sewer &amp; Storm</b>			<b>\$1,125,000</b>
	Watermain cast iron replacement 53rd street between 48-51 avenues	\$950,000	
	Wetland pumphouse upgrades	\$175,000	
<b>Equipment</b>			<b>\$890,000</b>
	Hydrovac	\$600,000	
	2 pick-up trucks	\$90,000	
	Trailer mounted flusher	\$200,000	
<b>Pathway / Sidewalks</b>			<b>\$280,000</b>
	Sidewalk replacement program	\$130,000	
	Pathway (maintenance & rehab)	\$50,000	
	Pathway program (New Construction)	\$100,000	
<b>Water Treatment Plant (WTP)</b>			<b>\$460,000</b>
	Membrane replacement (build reserves - replacement 5-7 years)	\$50,000	
	Pump replacement	\$100,000	
	Caustic CIP (cleaning in place) tank heater	\$35,000	
	PCL (programmable logic controller) upgrades	\$75,000	
	Compressors	\$200,000	
<b>Stettler Recreation Centre (SRC)</b>			<b>\$141,000</b>
	Arena scoreclock (both rinks) with bluetooth consoles, dressing room timers	\$28,000	
	Outdoor arena refurbishment - new boards	\$94,000	
Hub	Undercounter ice making machine	\$4,000	
Pool	Mechanical room replacement components	\$15,000	
<b>Parks / Cemetary / Community Hall</b>			<b>\$116,000</b>
Hall	Hardwood floor refinishing (dance floor)	\$15,000	
Parks	Ball diamond backstop fencing replacement (2 diamonds)	\$5,000	
Parks	Toro mower replacement	\$96,000	
<b>Arts and Culture</b>			<b>\$15,000</b>
<b>Total - 2022 Capital Budget - Department Summary</b>			<b>\$5,765,096</b>

Funding Sources for the **2022 Capital Budget** (only) are summarized as follow:

- **\$3,513,572 - Grants**
  - \$1,342,880 – 2022 Capital Budget MSI (Municipal Sustainability Initiative)
    - **\$704,843.66 – 2021 MSI Carry Forward**
    - \$2,063,876.87 – Total 2022 MSI available for use
    - **\$16,153.21 - MSI Balance Dec 31, 2022**
  - \$357,120 – 2022 Capital Budget BMTG (Basic Municipal Transportation Grant)
    - **\$0.00 – 2021 BMTG Carry Forward**
    - \$494,829.09 – Total BMTG 2022 available for use
    - **\$137,709.09 - BMTG Balance Dec 31, 2022**
  - \$600,000 – 2022 Capital Budget FGT (Federal Gas Tax)
    - **\$455,676.35 – 2021 FGT Carry Forward**
    - \$1,228,214.03 – Total 2022 FGT available for use
    - **\$172,537.68 - FGT Balance Dec 31, 2022**
  - \$1,213,572 – 2022 Capital Budget STIP (Strategic Transportation Infrastructure Program)
  
- **\$1,373,000 (\$698,353 Interim Budget) - Amount Available for Capital from 2022 Interim Budget**
  - **\$664,000 – Available for Capital – Utility (other) + 2021 Carry forward \$100,712.50 = \$764,712.50 / total available for 2022 Capital Budget = \$766,552.51 = Balance December 31, 2022 = \$1,840.01**
  - **\$320,000 – Available for Capital – Utility (water) + 2021 Carry forward \$175,000 = \$495,000 / total available for 2022 Capital Budget = \$496,960.71 = Balance December 31, 2022 = \$1,960.71**
  - **\$389,000 - Available for Capital – (tax) + 2021 Carry forward \$140,169.97 = \$529,169.97 / total available for 2022 Capital Budget = \$678,889.67 = Balance December 31, 2022 = \$149,719.70**
  
- **\$125,000 - 2022 Interim Budget – Transfer from Operating**
  - \$75,000 – Sidewalk Replacement Capital Program
  - \$50,000 – Pathway Maintenance
  
- **\$534,262 - Transfer from Reserves + 2021 Carry forward \$494,073.47 = \$1,028,335.47**
  - \$202,262 - General
  - \$50,000 - Common Services - Equipment
  - \$40,000 – Culture
  - \$242,000 - Recreation Agreement
  
- **\$219,262 – Other**
  - County - \$219,262
    - \$9,500 - Fire - Replace extraction hydraulic pump (\$19,000 – ½ County)
    - \$7,500 - Fire Hall traffic signals (\$15,000 – ½ County)
    - \$202,262 - Airport runway - secure STIP funding \$1,618,096 (\$1,213,572 STIP – ½ County)
  
- **\$5,765,096 – Total 2022 Capital Budget**

**A Closer Look.....**

**The 2022 Interim Operating Budget and the 2022 Capital Budget – an “awesome” partnership.....**

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
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,270</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$743,463</b>	<b>\$698,353</b>	<b>\$813,666</b>	<b>\$922,211</b>
<b>Available for Capital</b>												
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
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,271</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$743,463</b>	<b>\$698,353</b>	<b>\$813,666</b>	<b>\$922,211</b>
<b>Plus External Grants (pending)</b>												
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			
<b>Total Grants</b>	<b>\$1,788,452</b>	<b>\$1,826,513</b>	<b>\$1,751,531</b>	<b>\$2,655,534</b>	<b>\$1,300,608</b>	<b>\$1,650,276</b>	<b>\$1,702,020</b>	<b>\$1,693,899</b>	<b>\$3,667,312</b>	<b>\$1,415,897</b>	<b>\$1,415,897</b>	<b>\$1,415,897</b>
<b>Total New Available Funds</b>	<b>\$2,757,882</b>	<b>\$2,749,277</b>	<b>\$3,042,802</b>	<b>\$3,639,501</b>	<b>\$2,327,513</b>	<b>\$2,726,626</b>	<b>\$2,727,447</b>	<b>\$2,243,146</b>	<b>\$4,410,775</b>	<b>\$2,114,250</b>	<b>\$2,229,563</b>	<b>\$2,338,108</b>

\* Other notable Maintenance Spending Allocations within the 2022-2024 Operating Budget not expensed through the Capital Budget

Ongoing Annual Maintenance	2014	2015	2016	2017	2018	2019	2020 Post Covid - May	2020 Pre Covid - Dec	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
Pathway Maintenance	\$0	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
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
<b>Total Generated In/From Operations</b>	<b>\$608,130</b>	<b>\$610,350</b>	<b>\$507,400</b>	<b>\$510,510</b>	<b>\$543,320</b>	<b>\$567,530</b>	<b>\$534,300</b>	<b>\$578,300</b>	<b>\$584,300</b>	<b>\$582,200</b>	<b>\$585,800</b>	<b>\$588,000</b>

### 2022 Capital Budget Funding Sources

**2022 Interim Budget – Available for Capital - \$698,353 + \$1,244,050 (previous year carry forward – prior to 2021 audit)**

The 2022 Interim Operating & Capital Budgets collectively include the following amounts available for capital purposes from internally generated sources as follows:

Source	2022 Interim Operating Budget - Amount Available for Capital	Projected Ending Balance 2021 (prior to 2021 audit)	2022 Total Available for Capital	Current Year Proposed Capital (incl previous years carry forward)	Projected Ending Balance 2022
Interim Budget Available for Capital - Other (sewer, garbage, recycling)	\$320,874	\$445,679	\$766,553	-\$764,713	<b>\$1,840</b>
Interim Budget Available for Capital (Water)	\$54,007	\$442,954	\$496,961	-\$495,000	<b>\$1,961</b>
Interim Budget Available for Capital (Tax)	\$323,472	\$355,418	\$678,890	-\$529,170	<b>\$149,720</b>
<b>Total</b>	<b>\$698,353</b>	<b>\$1,244,050</b>	<b>\$1,942,403</b>	<b>-\$1,788,882</b>	<b>\$153,520</b>

**2022 Interim Budget – Available for Capital – Utility (sewer, waste and recycling) - \$664,000 + 2021 Carry forward \$100,712.50 = \$764,712.50 / total available for 2022 Capital Budget = \$766,552.51 = Balance December 31, 2022 = \$1,840.01**

The following projects are being allocated in 2022 from Available for Capital Other Utility (sewer, waste, recycling) fund allocations, they include prior and current utility and non-utility projects:

Project	Proposed Capital 2022 Budget	
Fire - 2001 fire engine replacement (2026 - \$1M)	\$100,000	
Pavement patching	\$150,000	
Culture reserve	\$15,000	
Computer replacement program	\$14,000	
Pathway - new construction	\$100,000	
Wetland pumphouse upgrades	\$175,000	
WTP - membrane replacement - \$50,000 (build reserve - 5-7 year replacement)	\$10,000	
WTP - misc. pump replacement	\$100,000	\$664,000
Fire - 2 way radio system - \$180,450 (balance from Fire Reserve)	\$60,150	
Water reservoir - exterior - \$50,000 - balance from Water Reservoir Reserve	\$10,000	
Water meter collection data upgrade	\$30,562.50	\$100,712.50
<b>Total - 2022 Interim Budget - Available for Capital - Utility (Other)</b>	<b>\$764,712.50</b>	<b>\$764,712.50</b>

**2022 Interim Budget – Available for Capital – Utility (water) - \$320,000 + 2021 Carry forward \$175,000 = \$495,000 / total available for 2022 Capital Budget = \$496,960.71 = Balance December 31, 2022 = \$1,960.71**

The following projects are being allocated in 2022 from Available for Capital Utility (water) fund allocations, they include prior and current utility and non-utility projects:

Project	Proposed Capital 2022 Budget	
WTP - membrane replacement - \$50,000 (build reserve - 5-7 year replacement)	\$10,000	
WTP - caustic CIP (cleaning in place) tank heater	\$35,000	
WTP - PCL (programmable logic controller) upgrades	\$75,000	
WTP - Compressors	\$200,000	\$320,000
WTP - pig vault rehab	\$175,000	\$175,000
<b>Total - 2022 Interim Budget - Available for Capital - Utility (Water)</b>	<b>\$495,000</b>	<b>\$495,000</b>

**2022 Interim Budget – Available for Capital – Taxes – \$389,000 + 2021 Carry forward \$140,169.97 = \$529,169.97 / total available for 2022 Capital Budget = \$678,889.67 = Balance December 31, 2022 = \$149,719.70**

The following projects are being allocated in 2022 from Available for Capital Taxes fund allocations, they include prior and current utility and non-utility projects:

Project	Proposed Capital 2022 Budget	
Sidewalk replacement program (yearly)	\$55,000	
Replace Deputy Fire Chief truck (2023 - \$94,000 - 1/2 County - \$47,000)	\$23,500	
Replace Fire Chief truck (2023 - \$94,000 - 1/2 County - \$47,000)	\$23,500	
Replace extraction hydraulic pump (\$19,000 - 1/2 County - \$9,500)	\$9,500	
Fire Hall traffic signals (\$15,000 - 1/2 County - \$7,500)	\$7,500	
2 - pick-up trucks - \$90,000 (balance from Common Services-Equipment Reserve)	\$40,000	
Trailer mounted flusher	\$200,000	
WTP - membrane replacement - \$50,000 (build reserve - 5-7 year replacement)	\$30,000	\$389,000
<b>Parks - West Stettler Park (2019 Strategic Plan)</b>	<b>\$50,000</b>	
<b>Op - Storm - concept planning for west stettler park - phase 2 - balance from WSP reserve</b>	<b>\$46,253.07</b>	
<b>Fire - 38' 4 storey drill tower</b>	<b>\$6,568.48</b>	
<b>Okoppe parking lot</b>	<b>\$28,015.62</b>	
<b>Cemetary - 2021 columbarium \$18,666 (paid 1/2 in 2021)</b>	<b>\$9,332.80</b>	<b>\$140,169.97</b>
<b>Total - 2022 Interim Budget - Available for Capital - Taxes</b>	<b>\$529,169.97</b>	<b>\$529,169.97</b>

**2022 Transfer from Other Reserves – 2022 - \$534,262 + 2021 Carry forward - \$494,073.47 = \$1,028,335.47 (2020 Audited Financial Statement Balance - \$8,547,083)**

Project	Transfer from General Reserve	Transfer from Other Reserves	Amount
General Reserve - Airport runway (\$1,618,096 = \$1,213,572 STIP - \$202,262 County)	\$202,262		\$202,262
2 - pick-up trucks - \$90,000 (balance from "available for capital - tax")		\$50,000	
Culture Reserve - community builders (10 hearts)		\$25,000	
Culture Reserve - Community hall - dance floor refurbishment		\$15,000	
Recreation Agreement - Arena scoreclocks (both rinks) with timers		\$28,000	
Recreation Agreement - Outdoor arena refurbishment (new boards)		\$94,000	
Recreation Agreement - HUB - Undercounter icemaking machine		\$4,000	
Recreation Agreement - POOL - mechanical room replacement components		\$15,000	
Recreation Agreement - PARK - ball diamond backstop fencing (2 diamonds)		\$5,000	
Recreation Agreement - PARK - toro mower replacement		\$96,000	\$332,000
<b>Op - Storm - concept planning for west stettler park - phase 2 - balance from tax-avail for cap</b>		<b>\$3,746.93</b>	
<b>MOST - type 4 intersection</b>		<b>\$198,718.75</b>	
<b>Land development - type 4 intersection</b>		<b>\$84,932.91</b>	
<b>Fire - 2 way radio system - \$180,450 (balance from available for capital - utility)</b>		<b>\$120,300.00</b>	
<b>Water reservoir - exterior - \$50,000 - balance from available for capital - utility)</b>		<b>\$40,000.00</b>	
<b>WTP small equipment capital reserve - low lift valve automatic actuators</b>		<b>\$46,374.88</b>	<b>\$494,073.47</b>
<b>Total - 2022 Capital Budget - Transfer from Reserves</b>	<b>\$202,262</b>	<b>\$826,073.47</b>	<b>\$1,028,335.47</b>

As a trade-off, Administration recommends that Council continue to utilize Federal and Provincial Grant Funding for Transportation, Operational and Utility Service Replacements.

**COVID Relief**

As part of the 2020 COVID Provincial Relief Funding, the Town of Stettler received \$607,693 under the Alberta Municipal Operating Support Transfer (MOST) and \$707,509 under the Municipal Stimulus Program (MSP). The Alberta MOST funding was received in 2020, and was designated funding primarily for lost/foregone revenues due to COVID restrictions. Predicted lost revenues in the arena and the pool etc, created financial impacts/hardships that Council accepted by reducing the internally generated Amount Available for Capital (Transfer) within the 2020 Tax Budget. This welcomed operational support from the province affords Council the one-time ability to re-commit some additional targeted internal funding towards core infrastructure renewal projects.

**Municipal Stimulus Program (MSP) Summary:**

2020 \$707,509 received from provincial government (must be fully expensed in 2021)  
 2021 (\$600,457.01) – 44<sup>th</sup> avenue – Phase 2 – Highway 56 to Highway 12  
 Total budget \$611,241 – Actual 2021 - \$600,457.01  
 2021 (\$107,051.99) - Type 4 Intersection – Highway 12 at 80<sup>th</sup> street (south side only)  
 Total budget - \$842,611.75 – Actual 2021 - \$442,526.24 (MSP - \$107,051.99 + MOST - \$335,474.25)

**Alberta Municipal Operating Support Transfer (MOST) Summary:**

2020 \$607,693 received from provincial government  
 2020 (\$73,500) – \$150.00 - Business COVID Relief  
 2021 (\$335,474.25) - Type 4 Intersection – Highway 12 at 80<sup>th</sup> street (south side only)  
 Total budget - \$842,611.75 – Actual 2021 - \$442,526.24 (MSP - \$107,051.99 + MOST - \$335,474.25)  
 2022 (\$198,718.75) - Type 4 Intersection – Highway 12 at 80<sup>th</sup> street (south side only)  
 Total budget - \$842,611.75 – Actual 2021 - \$442,526.24 = Balance forward 2022 - \$400,085.51 (MOST - \$198,718.75 + Land Development Reserve - \$84,932.91+FGT - \$116,433.85)

**Major Capital Grant Funding – Federal and Provincial**

Alberta Municipalities are fortunate to have a significant amount of grant programs available to assist funding capital assets. Administration is continually challenged to allocate projects towards specifically eligible grants in order to maximize the overall amount of funding received in any given year. The amount available on an annual basis is as follows:

Federal and Provincial Grants	2022 Allotment	Projected Ending Balance 2021 (prior to 2021 audit)	2022 Total Available for Capital	2022 Proposed Capital (incl previous years carry forward)	Projected Ending Balance 2022
<b>COVID - Municipal Stimulus Program (MSP)</b>	\$0	\$0	\$0	\$0	\$0
<b>COVID - Alberta Municipal Operating Support Transfer (MOST)</b>	\$0	\$198,718.75	\$198,718.75	-\$198,718.75	\$0
Municipal Sustainability initiative (MSI Capital \$649,945 + MSI Operating - \$52,448)	\$702,393	\$1,361,483.87	\$2,063,876.87	-\$2,047,723.66	\$16,153.21
Federal Gas tax (FGT)	\$356,384	\$871,830.03	\$1,228,214.03	-\$1,055,676.35	\$172,537.68
Basic Municipal Transportation Grant (BMTG)	\$357,120	\$137,709.09	\$494,829.09	-\$357,120.00	\$137,709.09
<b>Total</b>	<b>\$1,415,897</b>	<b>\$2,569,741.74</b>	<b>\$3,985,638.74</b>	<b>-\$3,659,238.76</b>	<b>\$326,399.98</b>



## 2022 Capital Budget – Provincial and Federal Grants project summary:

- Airport runway overlay (budget - \$1,618,096)
  - \$1,213,572 – Strategic Transportation Infrastructure Program (STIP)
  - \$202,262 – County
  - \$202,262 – Town (general reserve)
- 44<sup>th</sup> Avenue overlay from Highway 12 to 38st (budget - \$750,000)
  - \$750,000 - MSI
- Watermain cast iron replacement 53<sup>rd</sup> street between 48-51 avenues (budget - \$950,000)
  - \$592,880 - MSI
  - \$357,120 - BMTG
- Hydrovac (budget - \$600,000)
  - \$600,000 – FGT
- 2021 carry forward - Type 4 Intersection – Highway 12 at 80<sup>th</sup> street (south side only) (budget - \$842,611.75 - Actual 2021 - \$442,526.24 = Balance forward 2022 - \$400,085.51)
  - FGT - \$116,433.85
  - MOST - \$198,718.75
  - Land Development Reserve - \$84,932.91
- 2021 carry forward – Mainstreet streetscape - 48-49 avenues includes watermain and services - carry forward to 2022 capital budget - \$40,000
  - FGT - \$40,000
- 2021 carry forward – Watermain replacement east of 44<sup>th</sup> street between 49-50 avenues – project delayed due to Telus line and supply issues – carry forward \$255,353.66
  - MSI - \$255,353.66
- 2021 carry forward – Lift station upgrades (2021) – carry forward \$300,000
  - MSI - \$300,000
- 2021 carry forward – Lift station pump upgrades (2020) – carry forward \$299,242.50
  - FGT - \$299,242.50
- 2021 carry forward – Water reservoir pump upgrades – carry forward - \$149,490
  - MSI - \$149,490

What this effectively accomplishes is that the Town will utilize federal and provincial grants such as MSP, MOST, MSI, FGT and BMTG funding for most large transportation and utility projects and use freed-up utility surpluses (available for capital through the Interim budget) to fund projects and savings for non-utility purposes. This will crystallize the savings into real dollars in our bank account (as opposed to having unspent Federal and Provincial Grant funds that are not in our possession).

### A look ahead to 2023, 2024, 2025, 2026 Capital Budgets

Over and under allocations/expenditures from MSP (must be fully expensed in 2021), MOST, MSI, FGT and BMTG can be carried forward to the following year. Any unallocated grants are available to cover budget to actual adjustments, funding source changes during the year, as well as future project considerations. The reality of the challenge facing the Town is that there are too many future projects for the amount of expected and uncertain grant monies available. Unless the federal and provincial funding is increased, Council will need to prioritize projects thereby postponing some to future years. At this time the Premier and the Prime Minister have committed funds as promised to municipalities, however **actual** grant amounts are yet to be determined. Although Administration is optimistic, it remains uncertain as to just how much funding will be available in the next five (5) years. The following projects and estimated budget costs have been identified through the 5-year capital plan:

2023 - \$6,446,000

- Sidewalk replacement program - \$130,000
- Pavement patching - \$150,000
- Pathway rehab - \$50,000
- Pathway program (new construction) - \$100,000
- Spruce Drive partial reconstruction (water, sewer, overlay - Hwy 56 - 61<sup>st</sup> street) - \$1,075,000
- Downtown streetscape 47-48 avenue (includes water) - \$925,000
- Watermain cast iron replacement on 52<sup>nd</sup> street between 50-51 avenue - \$325,000
- West Stettler Park Phase 2 storm pond / park improvements - \$2,000,000
- Loader - \$300,000
- Concrete crushing - \$150,000
- Backhoe - \$250,000
- WTP - membrane replacement - (build reserve - 5-7-year replacement) - \$50,000
- WTP - PLC (programmable logic controller) - \$200,000
- WTP - High lift pump upgrades - \$300,000
- SRC - rink board replacement - \$370,000
- Pool - sand with sand filters in back mechanical room - \$20,000
- Pool - blind replacement (electrical) and whirlpool manual - \$15,000
- Fitness - treadmill - \$11,000
- Parks - ball diamond fence replacement (2 diamonds) - \$5,000
- Cemetery - Columbarium - \$20,000

2024 - \$5,374,000

- Sidewalk replacement program - \$130,000
- Pavement patching - \$150,000
- Pathway rehab - \$50,000
- Pathway (new construction) - \$100,000
- Spruce Drive reconstruction (water, sewer, overlay) from 61-64 street - \$1,000,000
- 46<sup>th</sup> street overlay 48-51 avenue - \$500,000
- Watermain replacement 46-47 avenue between 55-56 street - \$325,000
- Watermain replacement 47<sup>th</sup> avenue between 46-48 street - \$400,000
- Sewermain replacement 46-47 avenue between 55-56 street - \$300,000
- Upsize sanitary main from east lift on 50<sup>th</sup> avenue (master service study) - \$600,000
- Red Willow Creek culvert replacement - 57<sup>th</sup> street to Hwy 56 back alley) - \$650,000
- Skid steer parts - \$65,000
- Scissor lift - \$200,000
- One tonne truck - \$50,000
- WTP - membrane replacement - (build reserve - 5-7-year replacement) - \$50,000
- WTP - High lift pump upgrades - \$300,000
- WTP - Cathodic protection - \$100,000
- WTP - Building repair upkeep - \$150,000
- Fitness - Elliptical - \$8,000
- Fitness - upright bike - \$5,500
- SRC - marquee sign replacement - \$80,000
- Parks - 6' mower - \$3,000
- Parks - ball diamond fencing replacement - 1 diamond - \$2,500
- Fas Gas playground equipment replacement - \$125,000
- Community Hall - entry, buffet, kitchen flooring replacement - \$30,000

2025 – \$5,938,500

- Sidewalk replacement program - \$130,000
- Pavement patching - \$150,000
- Pathway rehab - \$50,000
- Pathway program (new construction) - \$100,000
- Parkdale – 40<sup>th</sup> avenue 57-58 street mill and overlay - \$300,000
- 50<sup>th</sup> avenue (Veteran's Way) 52-57 street mill and overlay - \$375,000
- Watermain cast iron replacement – 48<sup>th</sup> street between 47-48 avenue - \$300,000
- UFA watermain looping (72<sup>nd</sup> street with push north across Hwy 12 to Repp SD) - \$350,000
- Watermain replacement 46-47 avenue between 54-55 street - \$325,000
- Sewermain clay tile replacement – 48<sup>th</sup> street between 47-48 avenue - \$300,000
- Sewermain replacement back alley south of 50A avenue from 57-59 street - \$400,000
- Sewermain replacement 46-47 avenue between 54-55 street - \$300,000
- Storm replacement west side of Hwy 12 from 44-50 avenue - \$300,000
- Skid steer parts - \$65,000
- Portable 6' pump - \$35,000
- Sander - \$35,000
- Trailer - \$17,500
- Rehab cold storage - \$250,000
- West End dog park development - \$50,000
- WTP – clearwell expansion - \$2,000,000
- WTP – membrane replacement – (build reserve – 5–7-year replacement) - \$50,000
- Fitness – stairclimber - \$13,000
- Parks – ball diamond groomer - \$18,000
- Parks – West Stettler Park gazebo - \$25,000

2026 – \$5,070,000

- Sidewalk replacement program - \$130,000
- Pavement patching - \$150,000
- Pathway rehab - \$50,000
- Pathway program (new construction) - \$100,000
- Downtown streetscape – 49 – 50 avenue - \$900,000
- Cemetery headstone cement walkway - \$30,000
- Watermain replacement on 59<sup>th</sup> street between 50-50A avenue - \$300,000
- 50A avenue mobile home park (north section) - \$90,000
- Watermain replacement 50<sup>th</sup> street from 50-51 avenue - \$350,000
- Sewermain replacement back alley south of 50A avenue from 59-61 street - \$400,000
- 50A avenue mobile home park (north section) - \$90,000
- Sewermain replacement 46-47 avenue between 53-54 street - \$300,000
- Storm main through Clearview area - \$500,000
- ¾ tonne truck - \$40,000
- Zamboni - \$140,000
- Cemetery trailer - \$5,000
- Cemetery columbarium - \$20,000
- Concrete crushing - \$150,000
- Loader - \$275,000
- WTP - Wastepond desludging (from reserve) - \$400,000
- WTP - Pump upgrades - \$300,000
- WTP - High lift pump upgrades - \$300,000
- WTP – membrane replacement – (build reserve – 5–7-year replacement) - \$50,000

## 2022 Capital Budget - Major Project Summary

### 1. 2022 Pavement / Sidewalk Improvement - \$280,000

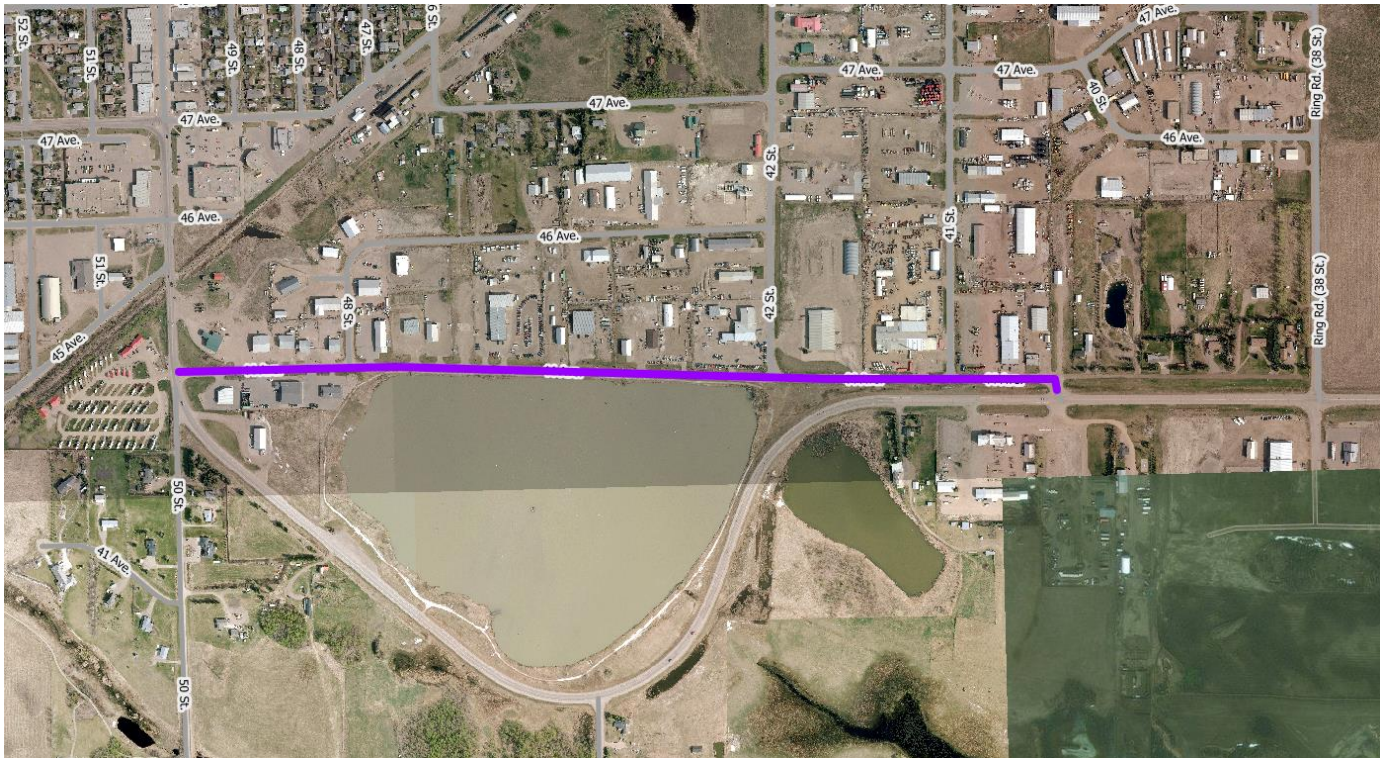
The 2022 Capital Budget includes \$280,000 towards the annual Sidewalk Replacement Program, and the Pavement Patching Program

1. Sidewalk Replacement Program - \$130,000 - (\$75,000 – 2022 Interim Operating Budget + \$55,000 – Available for Capital 2022 Interim Budget – Tax)
2. Pavement Patching Program – \$150,000 - (\$150,000 – Available for Capital 2022 Interim Budget – (Utility)

### 2. 2022 Road Way Reconstruction, Water, Sanitary and Storm Service Replacement – \$1,875,000

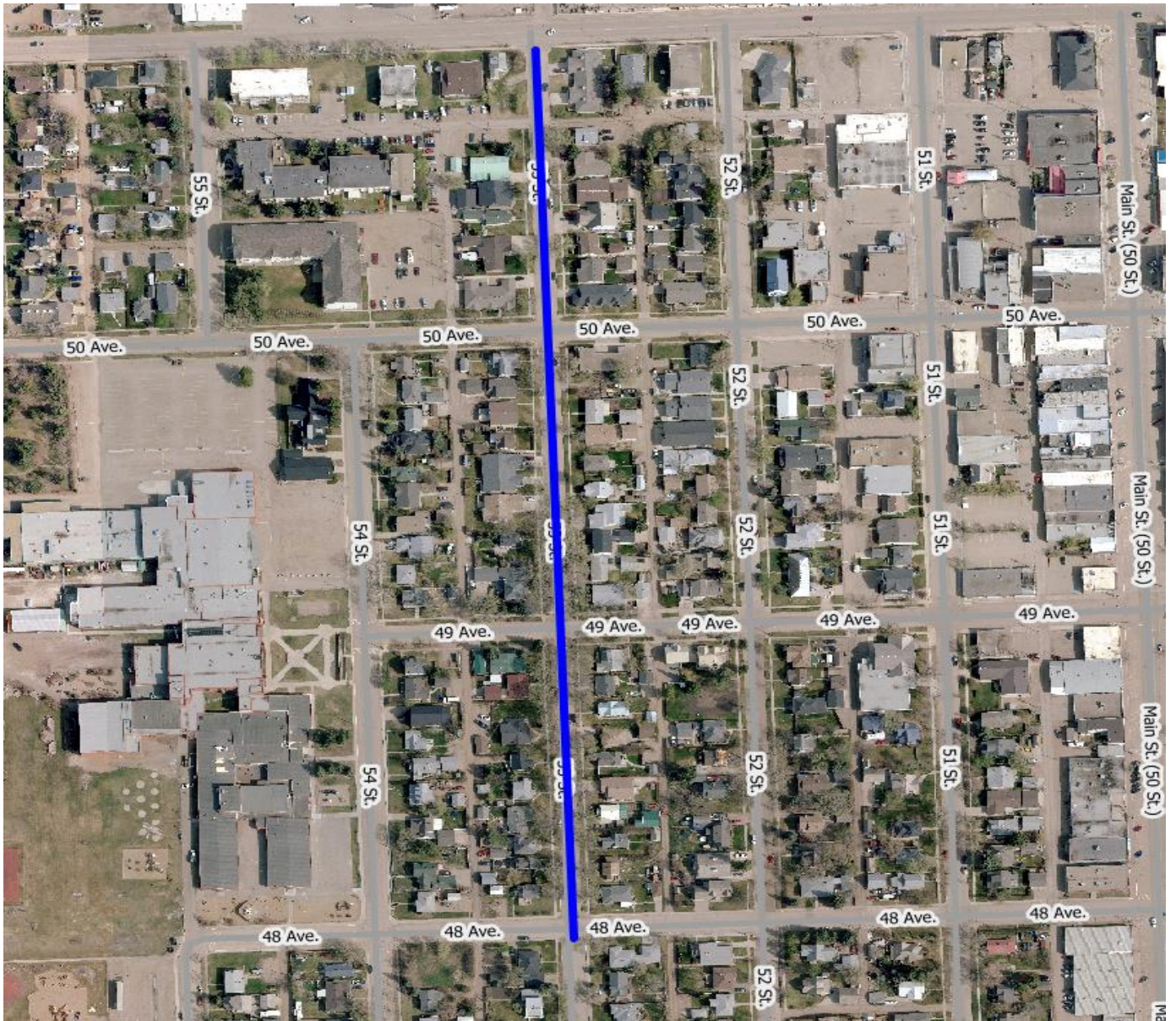
1. 44<sup>th</sup> avenue overlay from Hwy 12 to 38 street - \$750,000
  - o \$750,000 – MSI

*Continuing with the final phase of our 3-year program to rehabilitate 44 Avenue. 2022 will see 44 Avenue from 50 Street (highway 12) east to the connection back to highway 12. Work will include milling 50mm of asphalt from road and approaches, culvert repairs and regrading where necessary, some ditch drainage improvements and then repave with 50mm of new asphalt.*



- 2. Watermain cast iron replacement 53<sup>rd</sup> street between 48-51 avenues - \$950,000
  - o \$592,880 – MSI
  - o \$357,120 – BMTG

Cast iron water main and lead service replacements on 53 Street from 48-51 Avenue. Excavation will be trenched using shoring to reduce road disturbances and pavement replacement costs.



- 3. Wetland pumphouse upgrades - \$175,000
  - o \$175,000 (Available for capital – Utility (other))

### 3. Pathway Development - \$150,000

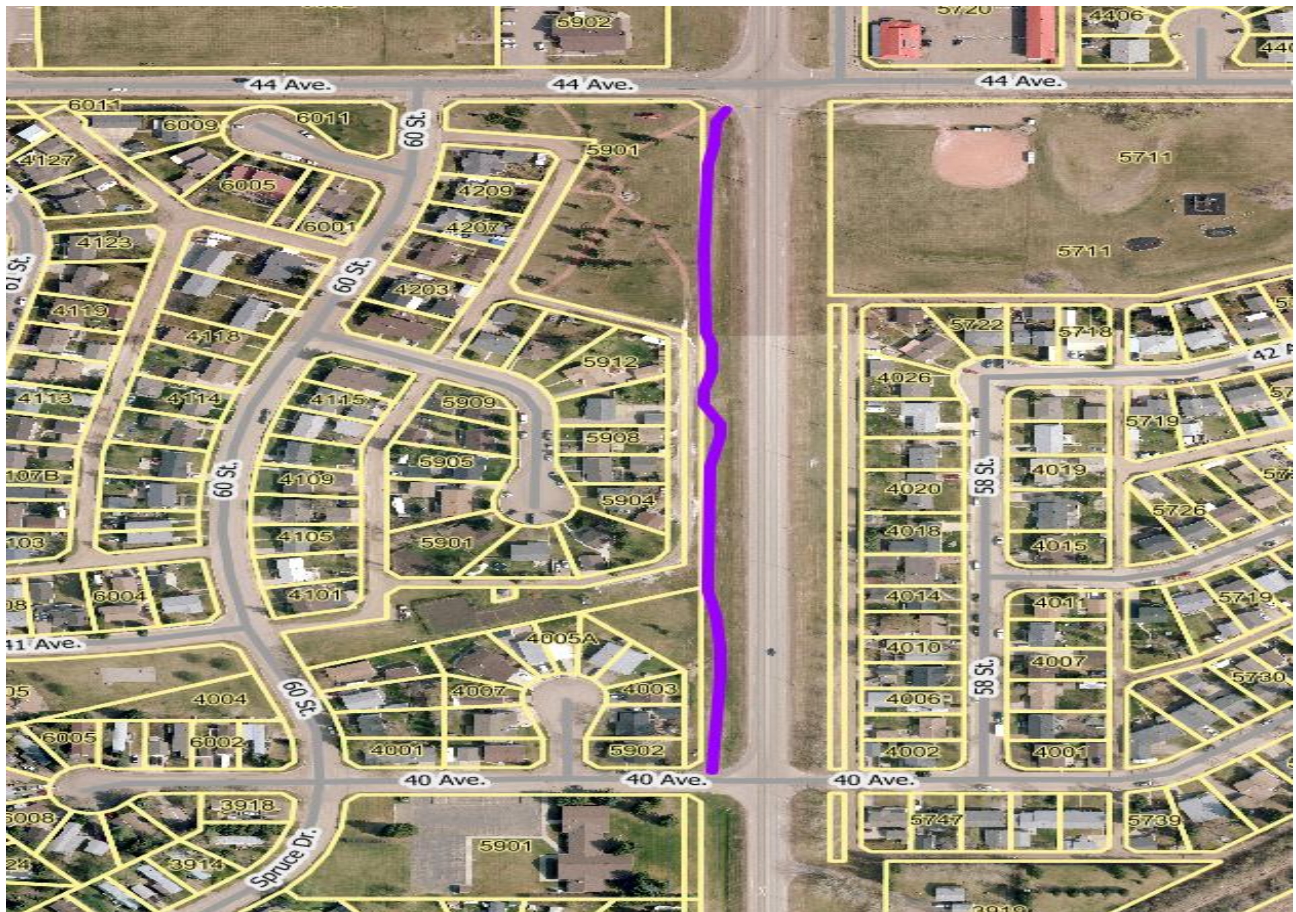
The 2022 - 2026 Capital Budgets includes: \$50,000 per year for ongoing existing pathway maintenance and \$100,000 per year as a commitment towards the construction and or upgrade of connecting pathways as per the Town's 3-year Trail Master Plan that was accepted by Council in November 2021. As previously discussed with Council, the Trail Master Plan is a living document that is a long-term work in progress with annual priorities to be determined each year by Council.

1. Pathway – Ongoing existing pathway maintenance – Total \$50,000  
2022 – \$50,000 included in 2022 Interim Operating Budget

2. Pathway – Expansion - Total \$100,000

2022 Interim Budget – Available for Capital (tax) - \$100,000

Pathway Program – install new pathway along the west side of Highway 56 south from 44 Ave to 40 Ave



**4. New Equipment - Trailer mounted flusher - \$200,000 (available for capital – taxes)**



**5. Community Builders - \$25,000 (culture reserve)**

The Town of Stettler was proud to participate in the unveiling of Stettler's first two Community Builders Monuments on September 24th, 2021. The monuments, honoring Clark Burlingham and Fred Colley, were the first set of a larger planned initiative. A special thanks was given to the Community Builders Committee, as well as creators Wayne Tebbe and Dave McCourt.

**What is a Community Builder?**

A 'Community Builder' is identified as an individual or group whose contributions to their community helped shape Stettler as it is today. It is the Committee's hope that residents will visit these monuments in Pioneer Park and reflect on the history that our town is built upon.

**How to Submit a Nomination**

Community Builders are selected through external nomination. Nominations can currently be submitted to [info@stettlerboardoftrade.com](mailto:info@stettlerboardoftrade.com)



The 2022 Capital Budget includes \$25,000 to build 10 Community Hearts. The Community hearts will be held in storage till they are awarded by the Committee to the next Community Builders.

## 6. Arts & Culture Annual Allocation - \$15,000

The 2022 Capital Budget does include \$15,000 towards Arts & Culture projects. In 2021 Council received a funding request from the Stettler History Book Committee. The funding request in the amount of \$16,450 was approved through the Capital Budget with funding to come from the Culture Reserve. The balance in the Culture Reserve December 31, 2021 - \$111,753.17

## 7. County of Stettler No. 6 – Recreation Agreement

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 **\$93,300** (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 **\$118,400** (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	\$434,292.69	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

The Town/County Recreation Agreement has a yearly transfer of \$266,900 to the Recreation Reserve Account. This amount of \$266,900 represents 100% of a deemed \$4M borrowing (Town (\$173,600 - representing 65% and the County \$93,300 representing 35%). The current reserve balance on December 31, 2021 - \$800,700.00

Administration is proposing to allocate \$242,000 from the reserve to the 2022 Capital Budget for the following projects which will have a great benefit to the Town of County residents which use the facilities.

- \$28,000 - Arena score clocks (both rinks) with timers
- \$94,000 - Outdoor arena refurbishment (new boards)
- \$4,000 - HUB - Undercounter icemaking machine
- \$15,000 - POOL - mechanical room replacement components
- \$5,000 - PARK - ball diamond backstop fencing (2 diamonds)
- \$96,000 - PARK - toro mower replacement



## 8. Stettler Regional Fire Department

- Replace Fire Chief Truck - \$23,500
  - Tender in 2023 - \$94,000 total cost
    - County - \$47,000 2023
    - Town - \$47,000
      - \$23,500 2022 - 2022 – available for capital - tax
      - \$23,500 2023 - 2022 – available for capital - tax
- Replace Deputy Fire Chief Truck - \$23,500
  - Tender in 2023 - \$94,000 total cost
    - County - \$47,000 - 2023
    - Town - \$47,000
      - \$23,500 - 2022 – available for capital - tax
      - \$23,500 - 2023 – available for capital - tax
- Replace extraction hydraulic pump - \$9,500
  - Tender in 2022 - \$19,000 total cost
    - County - \$9,500
    - Town - \$9,500 - 2022 – available for capital - tax
- Fire Hall traffic signal lights - \$7,500
  - Tender in 2022 - \$15,000 total cost
    - County - \$7,500
    - Town - \$7,500 – 2022 available for capital - tax
- 2001 Fire Engine Replacement in 2026 (\$1M) - \$100,000
  - \$100,000 – 2022 Operating budget – Available for Capital – Tax Reserve Account Balance – December 31, 2021- \$650,298

The “second line” apparatus, a 2001 Freightliner fire engine will have to be replaced in 2026. The Fire Underwriters have an age requirement for Fire Apparatus Insurance Grading Recognition. In small communities, fire apparatus can be used as “First Line” up to 20 years, “Second Line” up to 25 years and “Reserve only” up to 29 years with the condition of completing a strict performance test every year of service beyond 20 years. Based on the tender results from the previous apparatus purchase, the estimated cost for a new fire engine in 2026 will be \$1,000,000. The 2022-2026 Capital Budget includes a provision of \$100,000 per year to ensure adequate funding is available in 2026. – Fire Capital Reserve - December 31, 2022 - \$750,300)

  - USA Bank Account – In August 2021, \$500,000 USA was transferred from our General Account to our USA Account for a total cost of \$631,950 (\$1.2639 / \$0.7912 exchange rate)

Town of Stettler  
2022 Capital Budget Summary

01-Jan-22

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2022 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses January 1, 2022	Utility (Water) Avail for Capital 2022 Interim Operating Budget (Rates) \$54,007	Utility (other) Avail for Capital 2022 Interim Operating Budget (Rates) \$320,874	Available for Capital 2022 Interim Operating Budget (taxes) \$323,472	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2022 Operating Budget	Debenture / Local Improvement	Grants - MSI (\$649,945 + \$52,448 = \$702,393)	Grants - FGT (\$356,384)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total		
<b>Operating Capital Projects included in 2022 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve</b>																			
Op-tran	2-32-09-00-03-244	Pathway rehab (2017 council direction)	\$50,000								\$50,000.00						\$50,000.00		
Op-tran	2-32-09-00-00-244	Sidewalk replacement program (yearly)	\$75,000								\$75,000.00						\$75,000.00		
<b>2022 Capital Budget - Operational Projects (non TCA)</b>																			
ADM		Community Builders (pre build 10 hearts)	\$25,000							\$25,000.00	Culture						\$25,000.00		
FIRE	2-23-02-00-02-561	2001 Fire Engine Replace-2026-\$1M	\$100,000				\$100,000.00										\$100,000.00		
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000					\$55,000.00									\$55,000.00		
Op-tran	2-32-21-00-03-536	Pavement patching	\$150,000				\$150,000.00										\$150,000.00		
Op-culture	2-74-99-91-00-764	Culture reserve account	\$15,000				\$15,000.00										\$15,000.00		
<b>2022 Capital Budget - Operational Projects (non TCA)</b>			\$0.00	\$470,000.00	\$0.00	\$0.00	\$0.00	\$265,000.00	\$55,000.00	\$0.00	\$25,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$470,000.00	
<b>2022 Capital Budget - Capital Projects (TCA)</b>																			
ADM	6-12-03-00-30-630	Computer replacement program	\$14,000				\$14,000.00										\$14,000.00		
FIRE		Replace Deputy Fire Chief Truck (2023) - Reserve in 2022 - County Invoice 2023	\$23,500					\$23,500.00									\$23,500.00		
FIRE		Replace Fire Chief Truck (2023) - Reserve 2022 - County Invoice 2023	\$23,500					\$23,500.00									\$23,500.00		
FIRE		Replace extraction hydraulic pump	\$19,000					\$9,500.00						\$9,500.00	County		\$19,000.00		
FIRE		Fire Hall Traffic Signals	\$15,000					\$7,500.00						\$7,500.00	County		\$15,000.00		
OP		Pathway (new construction)	\$100,000				\$100,000.00										\$100,000.00		
OP		44 Avenue overlay from Hwy 12 to 38St	\$750,000										\$750,000.00				\$750,000.00		
OP		Airport runway - secure STIPfunding - \$1,618,096 - \$1,213,572 STIP - Town - \$202,262 / County \$202,262	\$1,618,096						\$202,262.00						\$1,415,834.00	Strategic Transportation Infrastructure (STIP) Grant \$1,213,572 / County = \$202,262	\$1,618,096.00		
Water		Watermain cast iron replacement 53rd street between 48-51 avenue	\$950,000										\$592,880.00		\$357,120.00		\$950,000.00		
Sewer		Wetland Pumphouse Upgrades	\$175,000				\$175,000.00										\$175,000.00		
Equip		Hydovac	\$600,000										\$600,000.00				\$600,000.00		
Equip		2 - Pick-up trucks	\$90,000					\$40,000.00		\$50,000.00	Common Services - Equipment						\$90,000.00		
Equip		Trailer mounted flusher	\$200,000					\$200,000.00									\$200,000.00		
WTP		Membrane Replacement (build reserve)	\$50,000			\$10,000.00	\$10,000.00	\$30,000.00									\$50,000.00		
WTP		Misc. Pump Replacement	\$100,000				\$100,000.00										\$100,000.00		
WTP		Caustic CIP (cleaning in place) tank heater	\$35,000			\$35,000.00											\$35,000.00		
WTP		PCL (programmable logic controller) Upgrades	\$75,000			\$75,000.00											\$75,000.00		
WTP		Compressors	\$200,000			\$200,000.00											\$200,000.00		
SRC		Arena Scorelock replacement (both) with blue tooth consoles with dressing room timers	\$28,000							\$28,000.00	Rec Agreement						\$28,000.00		
SRC		Outdoor arena refurbishment (new boards)	\$94,000							\$94,000.00	Rec Agreement						\$94,000.00		
HUB		Undercounter ice making machine	\$4,000							\$4,000.00	Rec Agreement						\$4,000.00		
Pool		Mechanical room replacement components	\$15,000							\$15,000.00	Rec Agreement						\$15,000.00		
Hall		Hardwood floor refinishing (dance floor)	\$15,000							\$15,000.00	Culture						\$15,000.00		
Park		Ball diamond backstop fence (2 diamonds)	\$5,000							\$5,000.00	Rec Agreement						\$5,000.00		
Park		Toro mower replacement	\$96,000							\$96,000.00	Rec Agreement						\$96,000.00		
<b>2022 Capital Budget - Capital Projects (TCA)</b>			\$0.00	\$5,295,096.00	\$0.00	\$320,000.00	\$399,000.00	\$334,000.00	\$202,262.00	\$307,000.00	\$0.00	\$0.00	\$1,342,880.00	\$600,000.00	\$357,120.00	\$1,432,834.00	\$0.00	\$5,295,096.00	
<b>2022 Total Capital Budget</b>			\$0.00	\$5,765,096.00	\$0.00	\$320,000.00	\$664,000.00	\$389,000.00	\$202,262.00	\$332,000.00	\$0.00	\$125,000.00	\$0.00	\$1,342,880.00	\$600,000.00	\$357,120.00	\$1,432,834.00	\$0.00	\$5,765,096.00
<b>Council Motion -</b>			\$0.00	#DIV/0!			\$698,353.00	\$1,373,000.00										\$5,765,096.00	
<b>2022 Capital Additions</b>			\$0.00					-\$674,647.00										\$0	
<b>Total 2022 Capital Budget</b>			\$0.00																
<b>Difference (Actual vs Council Budget)</b>			\$0																

		2021 Carry Forward															
		Brought forward from 2021 Budget Carry Forward	2021 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses January 1, 2022	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2022 Operating Budget	Debenture / Local Improvement	Grants - MSI (\$649,945 + \$52,448 = \$702,393)	Grants - FGT (\$356,384)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total
<b>2021 Carry Forward - Operational Projects (non TCA)</b>																	
parks	2-77-05-00-02-239		\$50,000.00					\$50,000.00									\$50,000.00
Op-storm	2-77-05-00-02-239	\$0.00	\$50,000					\$46,253.07		\$3,746.93							\$50,000.00
		\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$96,253.07	\$0.00	\$3,746.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00
<b>2021 Carry Forward - Capital Projects (TCA)</b>																	
2020 MSP	6-32-21-10-23-610		\$400,085.51							\$283,651.66				\$116,433.85			\$400,085.51
FIRE	6-23-00-00-30-630		\$180,450				\$60,150.00			\$120,300.00							\$180,450.00
FIRE	6-23-00-00-33-630		\$13,136.96					\$6,568.48								\$6,568.48	\$13,136.96
Op	6-41-11-10-15-610		\$40,000											\$40,000.00			\$40,000.00
Water	6-41-14-10-01-610		\$50,000.00				\$10,000.00			\$40,000.00							\$50,000.00
Water	6-41-11-10-12-610 (CAP13555)		\$255,353.66										\$255,353.66				\$255,353.66
Water	6-41-11-30-02-630		\$30,562.50				\$30,562.50										\$30,562.50
Sanitary	6-42-00-00-12-610 (CAP13557)		\$300,000										\$300,000.00				\$300,000.00
WTP	6-41-04-10-00-610		\$175,000			\$175,000.00											\$175,000.00
WTP	6-41-01-00-21-610		\$46,374.88							\$46,374.88							\$46,374.88
Op	6-32-21-10-14-610		\$28,015.62					\$28,015.62									\$28,015.62
Sewer	6-42-00-10-05-610		\$299,242.50											\$299,242.50			\$299,242.50
	6-41-14-20-01-620 - CAP-11503		\$149,490.00										\$149,490.00				\$149,490.00
	6-56-00-60-01-660		\$9,332.80					\$9,332.80									\$9,332.80

																			\$0.00
<b>2021 Carry Forward - Capital Projects (TCA)</b>	\$0.00	\$1,977,044.43	\$0.00	\$0.00	\$175,000.00	\$100,712.50	\$43,916.90	\$0.00	\$490,326.54	\$0.00	\$0.00	\$0.00	\$704,843.66	\$455,676.35	\$0.00	\$6,568.48	\$0.00	\$1,977,044.43	
<b>2021 Total Carry Forwards</b>	\$0.00	\$2,077,044.43		\$0.00	\$175,000.00	\$100,712.50	\$140,169.97	\$0.00	\$494,073.47		\$0.00	\$0.00	\$704,843.66	\$455,676.35	\$0.00	\$6,568.48	\$0.00	\$2,077,044.43	
<b>2022 Total Capital Budget (including Carry Forwards)</b>	\$0.00	\$7,842,140.43		#DIV/0!	\$495,000.00	\$764,712.50	\$529,169.97	\$202,262.00	\$826,073.47		\$125,000.00	\$0.00	\$2,047,723.66	\$1,055,676.35	\$357,120.00	\$1,439,402.48		2,077,044.43	
<b>2022 Total Capital Budget Difference From Budget to Actual</b>		-\$7,842,140.43					\$1,788,882.47		\$1,028,335.47				Total Grants Available	\$2,063,876.87	\$1,228,214.03	\$494,829.09		0.00	
							Total Reserves		\$2,817,217.94				Balance - December 31, 2022	\$16,153.21	\$172,537.68	\$137,709.09			

# MEMORANDUM

**To:** Greg Switenky, CAO  
**From:** Steven Gerlitz, Asst. CAO  
**Date:** February 1, 2022  
**Re:** 2022 Banking Tender

Recommendation

That the Town of Stettler Council accept Stettler Vision Credit Union banking proposal for the period March 1, 2022 to February 28, 2025 with the option of a 2-year extension.

Background Information

The Town of Stettler has been utilizing the banking services of TD Canada Trust since September 1996. Banking services within the Town of Stettler are reviewed every 5 years. The last reviews were held in February 2017, May 2011 and April 2007. The current extended banking agreement with TD Canada Trust will expire on March 1, 2022.

The tender included an overview of the banking services offered and associated costs including saving account interest rates subtracted from Prime, interest on USA bank account, investment services (short and long term), over the counter services (utility bill payments, statutory remittance, returned items, stop payments, transfer of funds, drafts or money orders, bank confirmations, cheque certifications, and wire transfers), supplies, electronic banking services, online bill payments, bill pay creditor service (crimp), preauthorized debits (UT and TAX), payroll electronic file transfer, accounts payable electronic file transfer and remote cheque capture scanning.

The following sealed proposals were received at 4:00pm – December 31, 2021 at the Town office:

Bank	Interest - based on \$10M	Interest - USA Account	Associated costs per year	Total (interest - costs)
Vision Credit Union	\$85,000 (checking - \$10M)	\$0	(\$1,250.00)	\$83,750.00
	\$37,500 (checking - \$5M)			
ATB	\$42,500 (savings - \$5M)	\$500	(\$2,815.52)	\$77,684.48
CIBC	\$60,000 (checking - \$10M - tiered)	\$0	costs vary depending on type of plan	\$60,000.00
TD	\$55,000 (checking - \$10M)	\$0	(\$2,009.92)	\$52,990.08
RBC	declined to tender (letter dated December 30, 2021)			
Scotiabank	\$40,000 (checking - \$10M - tiered)	\$0	costs vary depending on type of plan	\$40,000.00

Options

That due to the long good standing relationship since 1996, Town of Stettler Council accept TD Canada Trust banking proposal for the period March 1, 2022 to February 28, 2025 with the option of a 2-year extension.

**From:** Marlene Hanson <[mhanson@stettlercounty.ca](mailto:mhanson@stettlercounty.ca)>

**Date:** January 27, 2022 at 9:51:44 AM MST

**To:** "Town of Stettler (CAO Greg Switenky" <[gswitenky@stettler.net](mailto:gswitenky@stettler.net)>, "Tracy Mindus, Village of Big Valley" <[info@villageofbigvalley.ca](mailto:info@villageofbigvalley.ca)>, "Village of Donalda" <[cao@village.donalda.ab.ca](mailto:cao@village.donalda.ab.ca)>, "Melissa Beebe, CAO Rochon Sands" <[info@rochonsands.net](mailto:info@rochonsands.net)>, CAO at Summer Village of White Sands <[cao@whitesandsab.ca](mailto:cao@whitesandsab.ca)>

**Cc:** Clint Sime <[csime@stettlercounty.ca](mailto:csime@stettlercounty.ca)>

**Subject:** Appointment of Directors & Deputy Directors of Emergency Management

Good Morning:

To keep Emergency Management records up to date, clear and easily assessible, due to staff changes, it is requested that all of the Director and Deputy Directors for Emergency Management be reappointed/appointed through a new Council resolution.

Sample Resolution:

*(Municipality's name) Council reappoint Clinton Sime as the Director and Aislinn Reule as Deputy Director; and appoint Kyle Benna as a Deputy Director of the Stettler Regional Emergency Management Agency.*

Please present a resolution to your Council and forward a notification letter addressed to:

Clinton Sime, Director  
Stettler Regional Emergency Management Agency  
Box 1270  
Stettler, AB T0C 2L0

As soon as possible.

**Marlene Hanson**  
**Executive Assistant**  
**County of Stettler**

**t:** 403-742-4441 x 108

**f:** 403-742-1277

**e:** [mhanson@stettlercounty.ca](mailto:mhanson@stettlercounty.ca)

**w:** [www.stettlercounty.ca](http://www.stettlercounty.ca)

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**TO:** Town of Stettler Council

**DATE:** 2022 02 01

**FROM:** Greg Switenky  
CAO

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

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

1. Meetings: Town Council, Joint Health & Safety Committee, and daily office staff information sharing sessions.
2. Ongoing organizational COVID-19 continuity planning under AHS guidelines, provincial mandates, and industry best practices.
3. 2022-2024 Interim Operating Budget presentation and workshop.
4. Staff Service Recognition (celebration speeches recognizing both 2020 & 2021) facilitated safely in accordance with AHS guidelines.
5. Staff holiday season farewell event facilitated safely in accordance with AHS guidelines.
6. Vacation time away.
7. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
8. Ongoing organizational succession planning considerations.
9. 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, Senior Management COVID update, Strategic Planning Workshop, 2022 Capital Budget Workshop, Regional Water 2022 Rates, Economic Development Committee, External Audit close out meeting, AUMA (AM) policing.
2. Projects worked on included:
  - COVID planning, info and research
  - Economic Development Committee – follow-up, Tax incentive bylaw, clean energy program
  - External Audit – close out meeting
  - 2022 Regional Water Rates
  - 2022-2024 Interim Budget
  - 2022-2026 Capital Budget

**CAO REPORT  
DECEMBER 2021  
PAGE 2**

- 2021 Cash Flow Statement follow up – December 31, 2021 (prior to audit)
- 2021 Regional Water Summary – December 31, 2021 (prior to audit)
- 2021 Capital Budget Summary – December 31, 2021 (prior to audit)
- 2021 Operating Budget Summary – December 31, 2021 (prior to audit)
- 2021 Reserves Update – December 31, 2021 (prior to audit)
- 2021 Grant Updates – December 31, 2021 (prior to audit)
- 2023-2032 – Regional Water Model Program Update
- Municipal Stimulus Program (MSP) – 44ave Phase 2 – Application questions
- Municipal Stimulus Program (MSP) – Type 4 Intersection Highway 12 – Application questions
- Garbage and Recycling Inquiries – municipal inquiries
- Council Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

**DIRECTOR OF OPERATIONS – MELISSA ROBBINS**

Meetings:

- Department Head
- IDP/SE ASP Working Group Meetings
- Regional Water Meeting
- Staff recognition planning
- Emergency Response – Tabletop Disaster Exercise
- Safety Audit – Close out meeting

Projects:

- Capital Budget Planning 2022-2032
- Pre-Design of 2022 Projects
- Midtown development questions
- Streetlight replacements – ATCO info
- PW Staffing Recruitment and Succession planning
- Lift Station A – FOG concerns and troubleshooting
- Vacation Dec. 1, 2 and 3<sup>rd</sup>

**TRANSPORTATION – SARAH MCCRINDLE**

- Excavator safety training for our dept and 2 water dept workers
- Bench grinder safety training course on line
- Cleaned up some caraganas out at the cemetery
- Cleaned up metal bins in the mechanic bay
- Employees read manuals of equipment
- Cleaned up ditch along 57st and 52ave
- Trimmed and cut down trees
- Training on the new sidewalk machine



**CAO REPORT  
DECEMBER 2021  
PAGE 3**

- Snow removal
- Flooding of the outdoor rinks
- Graded the water treatment plant road
- Training on the backhoe
- Sanding streets
- Sanding of sidewalks
- Sanded back alleys
- Dig graves and cremations
- Traffic and crosswalk lights inspections
- Cut problem branches from pathway along the museum fence line
- Snow removal from town parking lots
- Sanded hospital parking lot
- Hauled snow from the uptown area
- Hauled snow from the arterial areas
- Sidewalk snow removal
- Hauled snow from arena parking lot and put on the hill at West Stettler with the snow blower
- Installed 4 street signs that were knocked over by vehicles

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

1. Building Permit Activity to Date

	<b>2021 Permits to January 31, 2021</b>	<b>2022 Permits to January 31, 2022</b>
<b>Institutional</b>	\$2,868,560.00	\$0.00
<b>Industrial</b>	\$0.00	\$0.00
<b>Commercial</b>	\$14,900.00	\$0.00
<b>Residential</b>	\$245,160.00	\$399,300.00
<b>Total</b>	<b>\$3,128,620.00</b>	<b>\$399,300.00</b>

2. Projects:

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

3. Meetings:

- Alberta Environment and Parks
- JHSC Meeting

- IDP & SE ASP Meetings
- RCMP Meeting
- MPC Meeting
- Town Life Meeting
- Economic Development Meeting
- Election Training
- COVID Management Meetings
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Council and Committee Meetings
- Staff and Department Head

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

1. **Meetings:** Joint health and safety, Heartland beautification, Emergency management table top exercise, rink board replacement meeting, External audit close out, various staff meetings, and Lets Make a Deal.
2. **Projects:** Oval and outdoor rink building, decorating Carl Stettler park, and decorating the SRC. Other things that kept us busy were arena operations, and snow removal.
3. Welcome to a new year! The Christmas gathering on the 23<sup>rd</sup> was a lot of fun! Melissa, Leann, and Brad did a fantastic job of putting on the show. Lara and her Elves did a great job of organizing everything and separating everything out. With this new year it starts with a happy/sad note. Ivan Wilford has retired!! I think we all happy for him but saddened at not having him around every day. His knowledge, professionalism, work ethic, sense of humour and dedication will be missed. Sarah will do a fantastic job in his place and finally get to do somethings her way. Go Sarah!!!!

**WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS**

1. Cancelled the ordered for the Atlas Copco compressor air dryer. The dryer was ordered because the Atlas Copco technician told us it was no good and had to be replaced. We had Keith's Refrigeration technician install this dryer into the second compressor and it ran with no troubles. The second compressor is still out of service waiting on parts.
2. The new Total CL17's that were ordered for the Water Treatment Plant and town reservoirs have been delayed from HACH. They should be in stock Jan 21 2022. Once again supply chain problems.
3. The last of the VFD's that needed to be installed should be installed early January 2022.
4. Chamco is scheduled to do the vibration analysis and pump motor checks January 17 2022.
5. Streaming current analyzer is out of service. The gearbox was running hot and a fan was positioned to supply more cooling but the analyzer has failed. Waiting on a quote for repair from HACH. This is the second gearbox on this unit to fail within 9 months. The first gearbox was replaced under warranty.. Questioning HACH to see if there is a design fault with this unit.
6. Hach AMC analyzer 6 month maintenance is scheduled for January 4 2022.

7. The Chemical Bid Letters were sent out and all bids were returned within deadline. Waiting on Council to approve award bids.
8. Have been notified by many vendors that there will be an increased cost to us in the coming year. There has been a substantial cost increase in the chemicals that we use at the plant. There has been a new 12% supply chain surcharge added to our costs from our lab chemical supplier as well as a 6 -9% increase in laboratory analysis charges. Supply chain shortages and inflation will substantially increase the cost of making water in 2022. At this time there is really no way to tell by how much. The last quarter of the year has seen many delays in orders of chemicals and equipment. Covid continues to make communication between management and vendors difficult.
9. Some capital projects are being carried over into the new year with the delays in the supply chain and covid being troublesome.
10. December routine maintenance completed.

### **WATER – GRANT MCQUAY**

- 1) Rounds, readings, locates and meters.
- 2) Water leak repairs.
- 3) Weekly cleaning of WTS sanitary tank's and CL17 analyzer bottles changed out.
- 4) Dig site maintenance.
- 5) Weekly water distribution sampling for bacti and chlorine residuals.
- 6) Weekly testing for lift station emergency system.
- 7) Frozen Sewers and service repairs
- 8) Working on Lagoon and wetlands roads
- 9) CC repairs.
- 10) Cleaned Inlet at wetlands and lagoon manhole #2.
- 11) Hydrant repairs, replaced leaded hydrants
- 12) Plowing snow around facilities and lagoons
- 13) Focemain sewer issues and trouble shooting.

### **REGIONAL FIRE CHIEF – MARK DENNIS**

1. Training
  - Maintaining some separation on regular training nights, Station 1 company A & C and B & D train on alternating nights Monday and Friday every week. Station 2 and 3 are training on regular training nights Thursday and Tuesday once per month. December topics - Cold weather operations and Ice rescue review.
2. Fire Department Operations
  - Charity check stop
  - Emergency management table top exercise
  - AFRRCS - project
  - Fire Training tower project - Security lighting, Tower inspection training, Training tower props
  - Ongoing fire fighter payroll submission, incident invoicing, incident investigations, fire cause determination submission to AB gov, Safety Codes inspections regarding fire code.
  - Annual apparatus maintenance and pump testing
  - Operation and Capital budget

**CAO REPORT  
DECEMBER 2021  
PAGE 6**

- Year end
- Ongoing COVID - 19 planning, MFR response updates/training

1. Regional Fire Department Incident Summary

- December total incidents 24 - 4 motor vehicle incidents, 8 alarm calls, 9 medical first response, 1 public service, and 2 Structure fires



Greg Switenky  
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number 75972	75978
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Auton, Cindy	75972	2022-01-21	\$226.40
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Stay Safe & Babysitting M	2022-006	\$226.40	
-----			
Canada Post Corporation	75973	2022-01-21	\$2,062.92
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office BL/Water Bill Postage	9810473220	\$2,062.92	
-----			
Linde Canada	75974	2022-01-21	\$151.59
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility CYL Lease PC02	67986810	\$151.59	
-----			
Ornamental Bronze Limited	75975	2022-01-21	\$467.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath With	99861	\$467.25	
-----			
Town Trophy & Gifts	75976	2022-01-21	\$37.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Sign Repair-Referee Room	15582	\$37.80	
-----			
Under Pressure Line Jetting In 75977		2022-01-21	\$735.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Unplug Forcemain Sewer	12846	\$735.00	
-----			
Utility Safety Partners	75978	2022-01-21	\$1,615.53
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Trans 2022 Annual Member	IN173275	\$1,615.53	
-----			
Total Cheques			\$5,296.49
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75979
Cheque Date	First	Last		75984

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Amboss Welding Inc.	75979	2022-01-28	\$420.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans Weld Ears on Backhoe#36		1035	\$420.00
=====			
Big Game Source for Sports	75980	2022-01-28	\$1,019.52
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water Trans Reimburse for H20		008	\$1,019.52
=====			
Receiver General for Canada	75981	2022-01-28	\$61,684.35
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Town Tax Remittance		PP02-22	\$52,526.26
Town Tax Remittance		PP02-22.	\$3,923.80
BOT Tax Remittance		PP02-22.BOT	\$2,286.42
Library Tax Remittance		PP02-22.LIBRAR	\$2,947.87
=====			
Shirley McClellan Regional Wat	75982	2022-01-28	\$13,553.96
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Wtr Trsf Stn Insurance Nov2022		SMRWSC-002030	\$4,271.49
Wtr Trsf Stn Oct to Dec Utilit		SMRWSC-002029	\$9,282.47
=====			
Syson, Joann	75983	2022-01-28	\$526.03
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Refund over payment on TaxRoll		2022.01.25	\$526.03
=====			
Town of Stettler - Petty Cash	75984	2022-01-28	\$256.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Office Calendar & Lotto		2022.01.25	\$256.50
-----			
			-----
	Total Cheques		\$77,460.36
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004340
Cheque Date	First	Last		EFT0004346

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Clearview Public Schools	EFT0004340	2022-01-25	\$2,019.31
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Joint Office Dec Expenses	6510	\$2,019.31	
-----			
eCompliance Management Solutio	EFT0004341	2022-01-25	\$8,288.91
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
eCompliance Annual Subscriptio	INV13565	\$8,288.91	
-----			
ESC Automation	EFT0004342	2022-01-25	\$1,839.60
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Pool Software Maintenance	SCPAY0116492	\$1,839.60	
-----			
Municipal Property Consultants	EFT0004343	2022-01-25	\$6,915.99
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Assessor January 2022	17153	\$6,915.99	
-----			
Stettler & District Handibus	EFT0004344	2022-01-25	\$361.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Bus Garage Dec Utilities	3573	\$361.80	
-----			
Wet Water Industries Ltd.	EFT0004345	2022-01-25	\$223.37
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fire Joint Test Brine Tank	AR35476	\$146.48	
Fire Joint Feb Wtr Treat Equip	AR36001	\$76.89	
-----			
Yost, Dustin & Maria Cristine	EFT0004346	2022-01-25	\$1,800.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Com Hall Jan 2022 Hall Janitor	2022.01.01	\$1,800.00	
-----			
Total Cheques			\$21,448.98
			=====

Audit Trail Code: PMCHQ00002325  
\* Voided transactions

Chequebook ID	Type	Number	Date	Paid To/Rcvd From	Description	Amount
GENERAL	Cheque	EFT0004347	2022-01-31	APEX Supplementary Pension Plan		\$424.87
GENERAL	Cheque	EFT0004348	2022-01-31	Benoit, Curtis		\$84.98
GENERAL	Cheque	EFT0004349	2022-01-31	Canadian Union of Public Employ		\$605.00
GENERAL	Cheque	EFT0004350	2022-01-31	McCrindle, Sarah		\$1,129.42
GENERAL	Cheque	EFT0004351	2022-01-31	Peavey Mart		\$403.66
5 Transaction(s)					Total	\$2,647.93





Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000496
Cheque Date	First	Last		ONL000500

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000496	2022-01-21	\$47,250.51
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Office Joint Dec Gas Bill	202112-3693	\$2,162.37
	Fire Joint Dec Gas Bill	202112-3687	\$1,763.52
	Town Shop Dec Gas Bill	202112-3694	\$1,350.00
	Airport Dec Gas Bill	202112-3686	\$367.40
	WTP Dec Gas Bill	202112-3689	\$9,687.52
	Water Trans Dec Gas Bill	202112-3684	\$373.80
	Sewer 1 Dec Gas Bill	202112-3685	\$472.88
	Sewer 2 Dec Gas Bill	202112-3692	\$267.25
	SRC Dec Gas Bill	202112-3691	\$29,159.57
	Community Hall Dec Gas Bill	202112-3690	\$783.54
	Parks LIons Dec Gas Bill	202112-3688	\$262.10
	Gear Up Dec Gas Bill	202112-3679	\$600.56
-----			
Corporate Payment Systems	ONL000497	2022-01-21	\$10,603.73
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	BOT Corp Visa	2022.01.05.BOT	\$908.09
	SRC Janitor Supplies	2022.01.05.343	\$31.41
	PR Coffee & Snacks for Staff R	2022.01.05.312	\$44.07
	Fitness Area Special Events Su	2022.01.05.768	\$88.65
	WTP AEP Certificate Fees	2022.01.05.832	\$589.22
	Fire Joint 2 Laundry Mesh Bags	2022.01.05.655	\$104.38
	Office Microwave, GIS Field Gu	2022.01.05.854	\$352.02
	Sewer Asset Management/AWWOA	2022.01.05.748	\$549.00
	Trans PWS1 Registration Sarah	2022.01.05.727	\$939.75
	Parks Lions Door Parts	2022.01.05.981	\$69.73
	PR Sympathy Bouquet	2022.01.05.492	\$97.65
	Fire Joint 19 pieces Uniforms	2022.01.05.292	\$1,454.07
	WTP AWWA Membership Dues	2022.01.05.763	\$470.38
	SRC Remote Batteries/Door remo	2022.01.05.764	\$86.03
	Pool Programs 3 tyvek Wristban	2022.01.05.762	\$471.66
	PR Town Life Mail Out Postage	2022.01.05.767	\$4,347.62
-----			
Shaw Cable	ONL000498	2022-01-21	\$73.50
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Comm Hall Wifi 02.17 to 03.16	2022.01.17	\$73.50
-----			
Shaw Cable	ONL000499	2022-01-21	\$288.75
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	SRC Wifi 02.15 to 03.14	2022.01.15	\$288.75
-----			
Shaw Cablesystems GP	ONL000500	2022-01-21	\$109.15
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Fitness Area Feb Cable TV	2022.01.01	\$109.15

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

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			-----
	Total Cheques		\$58,325.64
			=====

**MINUTES OF THE REGULAR STETTLER WASTE MANAGEMENT AUTHORITY MEETING  
HELD ON FRIDAY, JANUARY 21, 2022 AT 10:02 A.M., IN THE COUNCIL CHAMBERS OF  
THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA  
AND VIA VIDEO CONFERENCE.**

---

**PRESENT:** Justin Stevens, County of Stettler Councillor  
Ernie Gendre, County of Stettler Councillor (Chairperson)  
Paul McKay, County of Stettler Councillor (Alternate)  
Kurt Baker, Town of Stettler Councillor  
Cheryl Barros, Town of Stettler (Vice Chairperson)  
Sean Nolls, Town of Stettler Councillor (Alternate)  
Amber Hoogenberg, Village of Big Valley  
Dan Hiller, Summer Village of Rochon Sands  
(Executive Committee Member)  
Bill Sanchuck, Summer Village of White Sands  
Grace Fix, Recycling Representative  
(Heartland Beatification Committee)

**Other:** Rene Doucette, Manager/SWMA Representative  
Andrew Brysiuk, Director of Municipal Services  
Christa Cornelssen, Director of Corporate Services  
Greg Switenky, Town of Stettler CAO  
Marlene Hanson, County of Stettler Executive Assistant

**ABSENT:** Rick Nelson, Village of Donalda  
Mark Fox, Stettler Member at Large

**CALL TO ORDER**

The meeting was called to order at 10:02 a.m., Friday, January 21, 2022  
by Chairperson Ernie Gendre.

**AGENDA ADDITIONS AND APPROVAL**

**01.01.21.22 Moved by Cheryl Barros**  
“that the January 21, 2022 agenda for the Stettler Waste Management  
Authority Meeting be approved as presented.” Carried Unanimously

**MINUTE APPROVAL**

**02.01.21.22 Moved by Amber Hoogenberg**  
“that the November 29, 2021 Stettler Waste Management Authority  
Meeting minutes be approved as presented.” Carried Unanimously

**DELEGATIONS**

None

**FINANCIALS**

Payment Register, Bank Reconciliation and Year to Date Budget

Reports:

**03.01.21.22 Moved by Cheryl Barros**  
“that the Stettler Waste Management Authority’s payments Register  
for the payments posted between November 1 and December 31,  
2021, attached and forming part of these minutes, be approved as  
presented.” Carried Unanimously

- 04.01.21.22 Moved by Grace Fix**  
 “that the Stettler Waste Management Authority’s Bank Reconciliations for the periods ending November 30, 2021, attached and forming part of these minutes, be approved as presented.” Carried Unanimously
- 05.01.21.22 Moved by Grace Fix**  
 “that the Stettler Waste Management Authority’s Reserves for the periods ending November 30, 2021, attached and forming part of these minutes, be approved as presented.” Carried Unanimously
- 06.01.21.22 Moved by Justin Stevens**  
 “that the Stettler Waste Management Authority’s Year to Date Budget for the month ending November 30, 2021, attached and forming part of these minutes, be approved as presented.” Carried Unanimously

**BUSINESS ARISING FROM PREVIOUS MINUTES**

None

**RECYCLING REPORT**

**Treated Wood/Cardboard Disposal:**

Grace Fix requested entering into a trial project for the treated wood and cardboard.

- Rene Doucette responded by:
  - noting that this may create concerns and interfere with staff members choosing not to work there.
  - A lot of pressure treated wood is not received, however, some is hidden underneath and/or mixed in loads.
  - People are informed to put cardboard in the bins and the residents refuse.
- Grace Fix clarified that:
  - treated wood refers to wood preservatives (paint and varnish are prohibited to burn) – no need to remove any nails as it is going to the landfill.
  - The operators are excellent and direct people very well, along with the signage and feels this is within their realm to do. (Rene Doucette – noted most haul in rented dump trailers and questions how the load would be split to the proper piles.) In that circumstance the operator would direct that the load be taken directly to the landfill. Are looking at the half ton trucks to unload – targeted people. Need to aim to do the proper thing, in baby steps, with the pilot project possibly helping to get us there.
  - All paints are toxic in different ways.
  - Furniture bin is a large bin and the trial project would highlight and be able to address issues.
- Ernie Gendre suggested to separate, placing in a different pile, then condense prior to putting into the bins. (Rene Doucette noted that an additional bin for treated wood may be the best scenario. There are 2 roll off bins for furniture and would have to haul twice a week, which may create problems if one of these bins are taken. Do not have a packer to condense – must go in a bin to be away from public scroungers. Rene can discuss with Yvette Cassidy regarding using an additional roll off bin.)
- Grace Fix suggested to put up signage, direct operators to guide when possible and if a bin is available from the County, then would need to set a monetary ceiling, determining of what to haul - \$3-4,000.

- Sean Nolls – Suggests further research and time (other facilities usage were given in one of Grace’s previous reports) to follow the best practice and give consideration to additional labour costs involved in order to work with landfill visitors in order to attend when loads arrive at the landfill. (Grace Fix – believes the present staff can accommodate these needs.)
- Andrew Brysiuk identified that County roll off bins would only be available for 3 months of the year. Asked that the Board rent or purchase the required bins. (Grace Fix felt renting for 3 months may be the proper way to go.)
- Justin Stevens noted that for the pilot program, educational costs would need to be included, along with a small portion for advertising.
- Signs – may read “Treated, painted, varnished, particle board wood to be placed in the assigned treated wood bin” or something similar.
- Sean Nolls suggested using a bin at the top of the hill rather than adding a bin as the bins are already in place. (Rene Doucette – problem is 4x4’s can jam the packer or jam somewhere creating damage). Sean would like to see 2 or 3 proposals, give Rene and Grace a chance to consider and report at the next SWMA Meeting.) Grace will present.
- Rene Doucette expressed concern noting that the landfill has a Class 2 with a C designation and need to be cautious of what is burning in the landfill due to possible leaching. (Grace noted that Landfilling is better than burning and the need to move towards keeping items out of the landfill – get into the recycling economy.)

Styrofoam:

Grace Fix noted that there is an opportunity to keep Styrofoam out of the landfill by entering into the circular economy keeping items in use all the time. Net cost being an additional \$2,000 annually plus the set-up of a sea can. Addresses the landfill filling, keeps things in use and is within the costs. Is asking for a change in attitude regarding how we deal with the waste and if nothing works, then would need to throw out.

- Sean Nolls expressed concern and to be aware that dealing in tangibles can change. Initial proposal is large Styrofoam, and do not know how much comes to the landfill. Believes the government may see Styrofoam leave the recycling program.
- Proposing that a sea can be placed in the Stettler transfer site, which is a central location, for the entire region.
- Recycling – compactor costs – the company supplies the truck with the compactor which bales the Styrofoam (can carry the same amount as 5 semi loads that have not been crushed); totes are supplied and the Styrofoam needs to be kept dry to crush.
- The Brick creates the majority for the Styrofoam, therefore, consider a tote being placed at that location.
- Sean Nolls – EPR maybe need to be relied upon (push forward) and if ERP works Styrofoam may disappear and government is coming on this. To add responsibility to the municipality does not make sense - do through good governance and legislation. (Grace notes that Styrofoam is not on the government’s list; feels bans may not come for 4-5 years – we are in charge of collection. Requests to proceed in the very near future rather than delaying.)

**07.01.21.22 Moved by Dan Hiller**  
“that the Stettler Waste Management Manager’s Report dated September 22, 2022 be received for information.”  
Carried Unanimously

**NEW BUSINESS**

**08.01.21.22 Moved by Kurt Baker**  
2022 Cost of Living Adjustment:  
“that the Stettler Waste Management Authority Board approve a Cost of Living increase to all staff, effective January 1, 2022 at the rate of 3%.”  
Carried Unanimously

**09.01.21.22 Moved by Grace Fix**  
2022 Budget:  
“that the Stettler Waste Management Authority Board amendment the proposed 2022 Budget to increase the recycling expense by \$8,000 (for Styrofoam recycling and a roll off bin) to \$48,000 with funds to be drawn in the amount of \$8,000 from Reserves.”  
In Favour: Justin Stevens, Kurt Baker, Cheryl Barros, Amber Hoogenberg, Dan Hiller, Bill Sanchuck, and Grace Fix  
Opposed: Ernie Gendre  
Carried

**10.01.21.22 Moved by Dan Hiller**  
“that the Stettler Waste Management Authority Board approves the Amended 2022 Budget and Three Year Financial Plan for 2023, 2024 and 2025, attached to and forming a part of these minutes.”  
Carried Unanimously

**11.01.21.22 Moved by Justin Stevens**  
2022 Requisitions:  
“that the Stettler Waste Management Authority Board approve a \$68.00 per capita Operating Requisition effective January 1, 2022; and that the Stettler Waste Management Authority requisition be based on the current population for the entirety of the 2022 financial year.”  
Carried Unanimously

**12.01.21.22 Moved by Grace Fix**  
Accounts Receivable Write Off:  
“that the Stettler Waste Management Authority Board approve the write-off of accounts receivable for Stettler Waste customers 68537 and 68572 totaling \$2,486.00 as of December 31, 2021.”  
Carried Unanimously

**CONSENT AGENDA ITEMS**

None

**IN-CAMERA SESSION**

None

Sean Nolls left the meeting at 11:38 a.m.

**13.01.21.22 Moved by Dan Hiller**  
“that the Stettler Waste Management Authority Board put the Recycling of Styrofoam out for Request for Proposal.”  
Carried Unanimously

County cost of placement of sea can – Rene Doucette, Public Works and Grace Fix to determine costs.

**NEXT MEETING**

**14.01.21.22**

**Moved by Grace Fix**

“that the Stettler Waste Management Authority Board schedule the next meeting for Friday, March 25, 2022 at 10:00 a.m.”

Carried Unanimously

Sean Nolls rejoined the meeting at 11:43 a.m.

**ADJOURNMENT**

**15.01.21.22**

**Moved by Amber Hoogenberg**

“that the Stettler Waste Management Authority Meeting be adjourned at 11:44 a.m.”

Carried Unanimously

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
SWMA Chief Administrative Officer

DRAFT



# BELOW-MARKET RATE LOANS NO LONGER OFFERED TO LOCAL AUTHORITIES

Jan 19

2022

Alberta Municipalities was surprised and disappointed by the Government of Alberta's recent decision to stop offering below-market rate loans to local authorities. The provincial government quietly informed municipalities in December 2021 that it has changed its position and increased interest rates for new loans to "better reflect the market cost of borrowing for local authorities." This decision backtracks on promises made to municipal governments in 2019 when the province chose to dissolve the Alberta Capital Finance Authority (ACFA).

Considering the impact this decision will have on municipal budgets and local infrastructure plans, Alberta Municipalities has sent a letter to the Government of Alberta seeking background information on the decision to dissolve the self-supporting ACFA and what fiscal factors will need to be in place for the provincial government to reinstate below-market lending rates for Alberta's local authorities.

Based on a member resolution, Alberta Municipalities has also requested a meeting with representatives from Alberta Finance to discuss the possibility of a regulatory environment in which municipalities could issue bonds to generate capital for community infrastructure. We will update members when more information is available.



**OFFICIAL STATEMENT: Members of Alberta Municipalities explore the future of policing in Alberta**

January 20, 2022

More than 400 local government officials, including mayors, councillors and chief administrative officers, participated in Alberta Municipalities' virtual summit last night on the future of policing in Alberta.

The two-hour event, hosted by Alberta Municipalities President Cathy Heron, presented association members with a summary of the key points made in the [PriceWaterhouseCoopers](#) (PwC) report commissioned by the Government of Alberta about the viability of creating a provincial police service. During the breakout session, members asked dozens of good questions about the accountability, funding, logistics, and operations of such an organization.

Indeed, the PwC viability report raises many unanswered questions, especially surrounding the funding and governance of a new police service. We hope the provincial government will answer these questions in the coming days and weeks.

We are concerned that the provincial government's policing review does not deal with the major drivers of crime in Alberta. Rather than spend an estimated \$360 million to transition from the RCMP to a new force, the Government of Alberta could choose to invest appropriately in the province's affordable housing, mental health and addictions, and justice systems.

Alberta Municipalities is supportive of both the National Police Federation's public consultation efforts and those of the Government of Alberta. These parallel public consultations should result in more information and greater transparency. They should also allow for a wider variety of viewpoints to be presented and considered. Many of our members plan to attend these sessions, listen, and ask questions.

We will continue advocating on behalf our 270+ member municipalities to the provincial government on this important issue. The topic will be among those addressed at our Municipal Leaders' Caucus in early March 2022.

**Media contact:**

[Scott Lundy](#)

Communications Manager,  
Alberta Municipalities  
780.668.2436

# VIRTUAL SUMMIT ON POLICING

[Home](#) / Virtual Summit on Policing

[← News](#)

Jan 25  
2022

Thanks to everyone who made time in their busy lives last Wednesday evening to join the board members for Alberta Municipalities' virtual summit on policing. More than 400 of you took part in the two-hour event. That's an excellent turnout, and we truly appreciate your participation and the dozens of good questions you raised.

## **Alberta Municipalities' official statement**

An **official statement** about our virtual policing summit was distributed on Thursday afternoon to news media outlets across Alberta. As we said on Wednesday, we plan to keep discussions about the future of policing in our province on the Government of Alberta's radar through regular media interviews, social media posts, and discussions with other key stakeholders.

We are continuing to conduct media interviews and do what we can to keep this issue firmly in the public eye. **Please watch our social media accounts on [Twitter](#) and [Facebook](#) for links to our dedicated webpage, which will be available soon, and important information as it becomes available.**

## **What you can do**

Of course, it will take a concerted team effort to drive home our points with the provincial government. Please use your connections to local news media organizations and your social media accounts to amplify our messages and spread the word to Albertans.

Please check your inbox on Monday for our "Key Questions for Engagement" document. It will provide all the important questions you brought forward at last week's summit. You can raise these important

issues at the municipal engagement sessions the Ministry of Justice & Solicitor General has scheduled until the end of March across the province. Please let us know what responses you receive [via e-mail](#).

**Next steps at MLC**

We look forward to addressing the topic at our [Municipal Leaders Caucus](#) on March 8 and 9. We hope to establish a formal position regarding the possible creation of a provincial police service at that time.

# DISCOVER MORE NEWS

## More Business Service News

