

Town of **Stettler**

COUNCIL MEETING

JUNE 7, 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, JUNE 7th, 2022
6:30 P.M.
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

(a) Minutes of the Regular Council Meeting of May 17th, 2022 6-12

4. **Citizens Forum**

5. **Delegations**

6. **Administration**

(a) Water Reservoir Painting Request for Quotation (RFQ) Update 13

(b) Black Dirt Screening Tender Award 14

(c) Town & County Pancake Breakfast Sign-Up – June 11, 2022 15

(d) Cancellation of Summer C.O.W. Meetings (July & August) 16

(e) Assistant CAO S. Gerlitz Performance Appraisal Verbal

(f) Meeting Dates

- **Monday, June 6-Friday, June 10 – Seniors' Week**
- Tuesday, June 7 – Council – 6:30pm
- **Saturday, June 11 – Town & County Pancake Breakfast – 8:00-10:00am**
- **Saturday, June 11 – Steel Wheel Stampede Parade – 11:00am**
- Tuesday, June 14 – COW – 4:30pm
- **Thursday, June 16 – Alberta Municipalities Summer Leaders Caucus – 9:00am**
- Tuesday, June 21 – Council – 6:30pm
- Tuesday, July 5 – Council – 6:30pm
- Tuesday, July 12 – COW – 4:30pm
- Tuesday, July 19 – Council – 6:30pm
- **Monday, July 25 – Communities in Bloom Judging Day**
- Tuesday, August 2 – Council – 6:30pm
- Tuesday, August 9 – COW – 4:30pm
- Tuesday, August 16 – Council – 6:30pm
- Tuesday, September 6 – Council – 6:30pm
- Tuesday, September 13 – COW – 4:30pm
- Tuesday, September 20 – Council – 6:30pm
- **Wednesday, September 21-Friday, September 23 – Alberta Municipalities Conference - Calgary**

COUNCIL AGENDA
JUNE 7, 2022
PAGE 2

- Tuesday, October 4 – Council – 6:30pm
- Tuesday, October 11 – COW – 4:30pm
- **Tuesday, October 18 – Organizational Meeting – 6:30pm (Council to Follow)**
- Tuesday, October 18 – Council – 6:30pm
- Tuesday, November 1 – Council – 6:30pm
- Tuesday, November 8 – COW – 4:30pm
- Tuesday, November 15 – Council – 6:30pm
- **Monday, December 5 – Regional Water Meeting – 1:00pm**
- Tuesday, December 6 – Council – 6:30pm
- **Tuesday, December 13 – 2023 Interim Budget Workshop – 4:30pm**
- Tuesday, December 13 – COW – 4:30pm
- Tuesday, December 20 – Council – 6:30pm

(g) Accounts Payable in the amount of \$383,954.89 17-31
 (\$94,235.96 + \$593.17 + \$77,483.64 + \$3,333.46 + \$49,704.90 + \$151,222.45 +
 \$7,381.31)

7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Parkland Regional Library System Board – May 19, 2022 32-41

9. **Public Hearing**

10. **Bylaws**

11. **Correspondence**

- (a) Heartland Beautification Committee – Communities in Bloom Judging Day 42
- (b) Alberta Transportation - Strategic Transportation Infrastructure Program Application 43
- (c) Alberta Municipalities – 2022 Summer Municipal Leaders Caucus 44-45
- (d) Town of Bon Accord – Increasing Utility Fees 46
- (e) Alberta Municipal Affairs – 2022 Municipal Sustainability Funding 47-48
- (f) Town of Redcliff – Increasing Utility Fees 49
- (g) Town of Tofield – Alberta Provincial Police Force 50-51
- (h) Town of Tofield – Alberta Utility Fees 52

**COUNCIL AGENDA
JUNE 7, 2022
PAGE 2**

12. **Items Added**

13. **In-Camera Session**

(a) Future Green Space – Third Party Information – FOIP – Section 16

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MAY 17th, 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

Media (2)

Absent: Assistant CAO S. Gerlitz

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

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

Motion 22:05:10 Moved by Councillor Baker to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held May 3rd, 2022

Motion 22:05:11 Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on May 3, 2022 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the May 3, 2022 Minutes

(c) Minutes of the Committee of the Whole Meeting of May 10th, 2022

Motion 22:05:12 Moved by Councillor Lawlor that the Minutes of the Regular Meeting of Council held on May 10, 2022 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the May 10, 2022 Minutes

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

5. **Delegations:** (a) 6:35pm – Laurence Fisher – Stettler Dirt Riders Association

Mayor Nolls welcomed L. Fisher to the meeting.

L. Fisher advised that the Stettler Dirt Riders Association (SDRA) is entering their 5th season of motocross track rejuvenation. As a group of volunteers, the SDRA has made vast improvements in the functionality of the MX track and related attributes. With limited resources, the SDRA is looking for support in regards to upgrades and annual maintenance. They have had increasing membership each year and had 120 families attend the track in 2021.

The SDRA has the opportunity to join the CAMS (Central Alberta Motocross Series), which is a series of points races at Rimbey, Rocky Mountain House, Drumheller and Alix. These events bring dozens of families and individual racers to their towns for two or three days, bolstering the local economy. The Stettler track would require some dirt work upgrades and a set of starting gates in order to participate.

The SDRA's goal for upgrades is to have the County of Stettler provide the equipment and operator(s) to shape and prepare the road access and have the Town provide the materials in order to upgrade approximately 575m of vehicle roadway. This will allow safe access for both track patrons and maintenance equipment. The SDRA is also requesting that the Town load material from their nearby stockpile and place it while the County of Stettler grades it into place.

The SDRA's goal for annual maintenance is to have the Town mow the parking and staging areas 1 or 2 times per year & have the County of Stettler provide mowing of the infield 1 or 2 times per year in order to reduce the fire hazard and increase the aesthetics.

L. Fisher added that the Association recently raised \$2800 at a fundraiser that attracted over eighty (80) riders. Aside from the requested support, the Association aims to rely on fundraising initiatives.

CAO G. Switenky provided background information on the Town of Stettler's lease agreement with the Stettler Dirt Riders Association.

Mayor Nolls thanked L. Fisher for his presentation and advised that the request would be brought forward at a future Committee of the Whole Meeting.

L. Fisher left the meeting at 6:42 p.m.

6. **Administration:** (a) 2022 Tax Budget

CAO G. Switenky advised that at the 2022 Tax Budget Deliberation Session on May 10, 2022, Council debated several property tax change options, but ultimately agreed upon a 0% increase for both residential and non-residential.

Motion 22:05:13

Moved by Councillor Pfeiffer that the Town of Stettler Council adopt, as per Section 242(1) of the Municipal Government Act, the 2022 Operating Budget for the Town of Stettler as presented with combined expenditures and transfers totaling \$20,239,289 and with average municipal property tax class changes as follows:

- Residential: 0%
- Non-Residential: 0%

MOTION CARRIED
Unanimous

(b) Seniors Week 2022

Communications Officer L. Angus advised that historically, the Town of Stettler and County of Stettler Councils have partnered to celebrate Seniors' Week by visiting our community's facilitated care centres and the HUB Senior Centre to socialize and deliver fruit trays. Throughout the COVID-19 pandemic, the safety of our senior residents has

Become an utmost priority, resulting in socially distanced gestures in lieu of visits.

Following initial contact with management from each facility, there is a desire to resume social events this year. However, community health standards as well as the health conditions of each centre must be met in order for these visits to proceed. In the case of the HUB Users Group, Stettler & District FCSS has invited Town and County Council to attend their Seniors' Week Luncheon, which includes a presentation on Elder Abuse Prevention.

In 2021, the Town and County of Stettler partnered with the Stettler Public Library to share resources and create care packages for each facilitated care resident. This partnership was extremely successful and appreciated by all participants. Stettler Public Library has tentatively agreed to organize a similar program this year following approval from both Councils.

Considering the unique circumstances of this year's event, Administration respectfully recommends the following:

1. Town of Stettler Council declare Seniors' Week in Stettler on May 30th, 11 AM at Willow Creek Lodge.
2. Town of Stettler Council tentatively plans social visits to each listed facility, with the understanding that these events may be cancelled in light of the ongoing public health situation.
3. Town of Stettler Council approves the partnership with the Stettler Public Library to create care packages for facilitated care residents.

Monday, May 30th: Seniors' Week Proclamation Signing – Willow Creek Lodge – 11:00am

Monday, June 6th: Paragon Place Lodge Visit - 11:00am-12:00pm

Tuesday, June 7th: Stettler Recreation Centre HUB Visit – 11:00am-2:00pm (followed by Fraud Prevention presentation by FCSS)

Wednesday, June 8th: Heart Haven Lodge Visit - 11:00am-12:00pm

Thursday, June 9th: Points Lodge Visit - 11:00am-12:00pm

Wednesday, June 10th: Willow Creek Lodge Visit - 11:00am-12:00pm

Motion 22:05:14

Moved by Councillor Barros that the Town of Stettler Council proclaim Seniors' Week in Stettler from June 6th to 12th, 2022 and approve the tentative suggested activities.

MOTION CARRIED
Unanimous

(c) CAO Reports

Motion 22:05:15

Moved by Councillor Lawlor that the Town of Stettler Council accept the CAO Reports as presented.

Unanimous

- (d) Bank Reconciliation – April 30, 2022

Motion 22:05:16

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

MOTION CARRIED
Unanimous

- (e) Vision Credit Union Bank Reconciliation – April 30, 2022

Motion 22:05:17

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

MOTION CARRIED
Unanimous

- (f) Meeting Dates

- Tuesday, June 7 – Council – 6:30pm
- **Tuesday, June 11 – Town & County Pancake Breakfast**
- Tuesday, June 14 - COW – 4:30pm
- Tuesday, June 21 – Council – 6:30pm
- Tuesday, July 5 – Council – 6:30pm
- Tuesday, July 12 – COW – 4:30pm
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(Council to Follow)
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- **Monday, December 5 – Regional Water Meeting – 1:00pm**
- Tuesday, December 6 – Council – 6:30pm
- **Tuesday, December 13 – 2023 Interim Budget Workshop**
- Tuesday, December 13 – COW – 4:30pm
- Tuesday, December 20 – Council – 6:30pm

- (g) Accounts Payable in the amount of \$461,819.92

Motion 22:05:18

Moved by Councillor Baker that the Accounts Payable in the amount of \$461,819.92 (\$4,527.33 + \$200,486.57 + \$168,044.76 + \$86,737.21 + \$2,024.05) for the period ending May 17th, 2022 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

May 4 – Talk of the Town
May 6 – Signed Cheques at the Town Office
May 10 – Committee of the Whole Meeting
May 10 – Tax Deliberation Session
May 11 – Talk of the Town
May 11 – Volunteered at McHappy Days
May 11 – Stettler Steel Wheel Stampede Meeting
May 12 – Meeting with MLA Nate Horner
May 13 – Signed Cheques at the Town Office
May 13 – William E. Hay Portfolio Presentations

(b) Councillor Baker

May 9 – Corporate Identity Committee Meeting
May 10 – Stettler Board of Trade Meeting
May 10 – Tax Deliberation Session
May 10 – Committee of the Whole Meeting
May 12 – Municipal Planning Commission Meeting

(c) Councillor Barros

May 4 – Stettler Hospital Foundation Meeting
May 5 – Heartland Beautification Meeting
May 10 – Tax Deliberation Session
May 12 – Municipal Planning Commission Meeting

(d) Councillor Lawlor

April 20 – Stettler Library Board Meeting
April 25-27 – William E. Hay Portfolio Presentations
April 28 – Administrative Professionals Appreciation Lunch
May 10 – Stettler Board of Trade Meeting
May 10 – Tax Deliberation Session
May 10 – Committee of the Whole Meeting
May 11-12 – Marigold Regional Library Conference
May 13 – William E. Hay Portfolio Presentations
May 16 – Meeting with CAO Switenky

(e) Councillor Pfeiffer

May 10 – Stettler Board of Trade Meeting
May 10 – Tax Deliberation Session
May 10 – Committee of the Whole Meeting
May 12 – Municipal Planning Commission Meeting
May 16 – Stettler FCSS Meeting

(f) Councillor Randell

May 10 – Tax Deliberation Session
May 10 – Committee of the Whole Meeting
May 16 – Stettler Museum Meeting

(g) Councillor Smith

May 5 – Heartland Beautification Meeting
May 10 – Tax Deliberation Session
May 10 – Committee of the Whole Meeting
May 12 – Municipal Planning Commission Meeting
May 14 – IOODE Rummage Sale Volunteering
May 16 – Stettler FCSS Meeting

Motion 22:05:19

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

Unanimous

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

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

10. **Bylaws:** (a) Bylaw 2149-22: Tax Penalty

Motion 22:05:20

Moved by Councillor Baker that the Town of Stettler Council give first reading to Bylaw 2149-22.

MOTION CARRIED
Unanimous

Motion 22:05:21

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2149-22.

MOTION CARRIED
Unanimous

Motion 22:05:22

Moved by Councillor Barros that the Town of Stettler Council give permission for third and final reading to Bylaw 2149-22.

MOTION CARRIED
Unanimous

Motion 22:05:23

Moved by Councillor Smith that the Town of Stettler Council give third and final reading to Bylaw 2149-22.

MOTION CARRIED
Unanimous

(b) Bylaw 2150-22: 2022 Taxation Rates

Motion 22:05:24

Moved by Councillor Pfeiffer that the Town of Stettler Council give first reading to Bylaw 2150-22.

MOTION CARRIED
Unanimous

Motion 22:05:25

Moved by Councillor Randell that the Town of Stettler Council give second reading to Bylaw 2150-22.

MOTION CARRIED
Unanimous

Motion 22:05:26

Moved by Councillor Baker that the Town of Stettler Council give permission for third and final reading to Bylaw 2150-22.

MOTION CARRIED
Unanimous

Motion 22:05:27

Moved by Councillor Lawlor that the Town of Stettler Council give third and final reading to Bylaw 2150-22.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Town of Coaldale – Increasing Utility Fees

(b) Town of Mundare – Alberta Provincial Police Force

Motion 22:05:28

Moved by Councillor Barros that the Town of Stettler Council accept the Correspondence items (a-b) as presented.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) None

14. **Adjournment:**

Motion 22:05:29

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

MOTION CARRIED
Unanimous at 7:23 p.m.

Mayor

Assistant CAO

MEMORANDUM

Date: June 2, 2022

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operations

Re: Water Reservoir Painting Request for Quotation (RFQ) Update

History:

Approved 2021 capital budget is \$50,000 to paint the exterior of the Water Reservoir. September of 2021, Town Council awarded the request for quotation (RFQ) to AlumaSafway Inc. in the amount of \$41,173.15. Scheduling issues arose and the contractor was not able to complete the work before the outside temperatures dropped and hoarding would have been required and was not included in the work. The decision to delay the work to summer of 2022 was agreed to between AlumaSafway and the Town.

May 2022, AlumaSafway requested an approved expenditure for product prices increases, which the terms of the quotation allows. The revised quote is \$98,000 – \$105,000. Administration has been unsuccessful negotiating a reasonable price increase to complete the work and therefore is recommending cancelling the RFQ award to AlumaSafway and sending the project out for new quotations. AlumaSafway Inc. agrees to these terms.

Recommendation:

Administration respectfully recommends that Town of Stettler Council cancel the RFQ award of the Water Reservoir Painting previously awarded to AlumaSafway Inc. and directs administration to send the project out for new quotations.

MEMORANDUM

Date: June 2, 2022

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operations

Re: Black Dirt Screening Tender Award

Background:

2022 Operating Budget includes \$25,000 to screen the existing salvaged black dirt for town use.

Tender Award:

A tender was prepared for the work and posted on the Alberta Purchasing Connection Website and advertised locally.

One tender was received for the work. BattleRiver Rock and Gravel Inc. submitted a price of \$24,500, including mobilization to complete the work. BattleRiver has previously completed this same work for the Town in the past.

Recommendation:

Administration respectfully recommends awarding the tender to BattleRiver Rock and Gravel Inc. for the screening of black dirt to a maximum expenditure of \$25,000, excluding gst., funded through the 2022 Operating Budget.

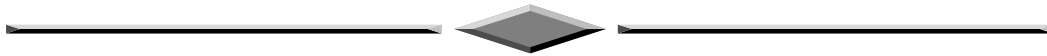
MEMORANDUM

TO: Town Council

FROM: Lara Angus
Communications Officer

DATE: June 7, 2022

SUBJECT: Steel Wheel Stampede – Town & County Pancake Breakfast



The annual Steel Wheel Stampede is taking place from June 10-11, 2022 at the Stettler Agricultural Society. The County of Stettler is organizing the Town and County Pancake Breakfast on Saturday, June 11, 2022.

Preparations for the breakfast will begin at 6:30am, followed by meal service from 8-10am.

DATE & TIME

June 11 (Sat)
6:30-10am

COUNCILLOR(S) ATTENDING

MEMORANDUM

To: Town of Stettler Council

From: Greg Switenky

Date: June 7, 2022

Re: Cancellation of Summer Committee Meetings

Recommendation

To cancel the July and August Committee of the Whole Meetings

Background Information

Traditionally the July and August Committee of the Whole Meetings have been cancelled due to a lower work load over the summer. A special meeting may be called, if necessary, to deal with any emerging issue(s).

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	76134
Cheque Date	First	Last		76147

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	76134	2022-05-20	\$225.00

Invoice Description	Invoice Number	Invoice Amount	
Admin Tax Arrears/P&D Discharg	2022.04.30	\$225.00	

Canada Post Corporation	76135	2022-05-20	\$1,541.22

Invoice Description	Invoice Number	Invoice Amount	
Water Billing Postage	9824681667	\$1,541.22	

Hinch, Diana	76136	2022-05-20	\$14.44

Invoice Description	Invoice Number	Invoice Amount	
Wtr Refund Util AC Cr Balance	2022.05.17	\$14.44	

Novak, Kelli	76137	2022-05-20	\$200.00

Invoice Description	Invoice Number	Invoice Amount	
Other Events Aug 3 Entertainme	2022	\$200.00	

Ornamental Bronze Limited	76138	2022-05-20	\$467.25

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath w Vases	100913	\$467.25	

Receiver General for Canada	76139	2022-05-20	\$66,230.27

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP10-22	\$52,179.22	
Town Tax Remittance	PP10-22.	\$8,244.53	
BOT Tax Remittance	PP10-22.BOT	\$2,529.69	
Library Tax Remittance	PP10-22.LIBRAR	\$3,276.83	

Receiver General for Canada	76140	2022-05-20	\$327.23

Invoice Description	Invoice Number	Invoice Amount	
Garnishee	PP10-22	\$327.23	

Rival Hydrovac Inc.	76141	2022-05-20	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Water Bulk Sale Refund Cr Bal	2022.05.12	\$100.00	

Shirley McClellan Regional Wat	76142	2022-05-20	\$22,853.03

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn 2022 Phase 1	SMRWSC-002131	\$15,247.37	
Wtr Trsf Stn Jan/Feb/Mar Utili	SMRWSC-002101	\$7,605.66	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Summers, Alexandra	76143	2022-05-20	\$26.96

Invoice Description	Invoice Number	Invoice Amount	
Wtr refund Util AC Cr Balance	2022.05.17	\$26.96	

Thompson, Del	76144	2022-05-20	\$55.97

Invoice Description	Invoice Number	Invoice Amount	
Wtr Refund Util AC Cr Balance	2022.05.17	\$55.97	

Town of Stettler - Petty Cash	76145	2022-05-20	\$264.00

Invoice Description	Invoice Number	Invoice Amount	
PR Staff Party Taxi, Lotto	2022.05.18	\$264.00	

Western Pro Sporting & Supply	76146	2022-05-20	\$205.28

Invoice Description	Invoice Number	Invoice Amount	
Park Base Plugs	1712	\$205.28	

Woody's Automotive Ltd.	76147	2022-05-20	\$1,725.31

Invoice Description	Invoice Number	Invoice Amount	
Shop Duct Tape	763321	\$16.16	
Shop Oil for Tandem #26	761571	\$204.35	
Shop Brake Clean	762325	\$37.67	
Shop Rubber Gloves & Safety Gl	763220	\$83.34	
Parks/Trans/Water Oil	761380	\$873.53	
Trans Wheel Seal unit #45	761054	\$42.23	
Trans Spark Plugs unit #49	762153	\$26.96	
Trans Caged nuts Unit #49	762376	\$9.40	
Trans Water Pump unit #42	762869	\$137.54	
Trans Trailer Breakaway unit#7	764773	\$19.65	
Water Relay for Excavator #108	762598	\$13.36	
Water Ball Joint unit #175	764361	\$119.20	
Water Brake Pads unit #175	761371	\$115.55	
Parks Oil Filter unit #188	764291	\$5.71	
Parks Oil Filter for Zamboni #	764875	\$5.71	
Parks Air Filter unit #8	764968	\$14.95	
Total Cheques			\$94,235.96

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	76149
Cheque Date	First	Last		76152

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Government of Alberta	76149	2022-05-27	\$110.25

Invoice Description		Invoice Number	Invoice Amount

P&D 3 - MGA coil bound print		E210436	\$110.25

Pierce, V. Ann	76150	2022-05-27	\$28.54

Invoice Description		Invoice Number	Invoice Amount

Wtr Refund Util AC credit bal		2022.05.18	\$28.54

Rairdan Services Inc.	76151	2022-05-27	\$313.95

Invoice Description		Invoice Number	Invoice Amount

Mun Plan IDP & SEASP Ads		W112	\$313.95

TNT Pipeline Services	76152	2022-05-27	\$2,880.72

Invoice Description		Invoice Number	Invoice Amount

WTP Pigging line to Town		9388	\$2,880.72

		Total Cheques	\$3,333.46

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0004703
Cheque Date	First	Last		EFT0004730

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0004703	2022-05-25	\$299.06

Invoice Description	Invoice Number	Invoice Amount	

Pool 2 packs of 12 air filters	9311038252	\$199.37	
Pool 1 pack of 12 air filters	9312377196	\$99.69	

Air Liquide Canada Inc.	EFT0004704	2022-05-25	\$114.17

Invoice Description	Invoice Number	Invoice Amount	

Shop MIG Gas Bottle Lease	74213407	\$114.17	

Alberta Animal Services	EFT0004705	2022-05-25	\$14,306.76

Invoice Description	Invoice Number	Invoice Amount	

Bylaw May Bylaw Enforcement	11946	\$14,306.76	

APEX Supplementary Pension Pla	EFT0004706	2022-05-25	\$424.87

Invoice Description	Invoice Number	Invoice Amount	

Supplementary Pension Plan Tr	PP10-22	\$424.87	

Black Press Group Ltd.	EFT0004707	2022-05-25	\$1,251.84

Invoice Description	Invoice Number	Invoice Amount	

P&D Dev Permits, Public Notice	34250794	\$1,251.84	

Bounty Onsite Inc.	EFT0004708	2022-05-25	\$3,591.52

Invoice Description	Invoice Number	Invoice Amount	

Trans Speedometer unit #49	001-125475	\$89.25	
Trans Marking Paint	001-125499	\$135.84	
WTP Gloves & Safety Glasses	001-125727	\$73.22	
Water Cotterpins for CC Rods	001-125580	\$44.99	
Water 6 - Safety Vests	001-125878	\$196.75	
Water rags for dig trailer	001-125014	\$19.24	
Water Bolts for dig trailer	001-125462	\$86.98	
SRC Janitor Supplies	001-124981	\$1,457.59	
SRC Janitor Supplies	001-125337	\$476.83	
SRC Stripping Pan	001-125439	\$192.09	
SRC Janitor Supplies	001-125746	\$345.12	
SRC Janitor Supplies	001-125338	\$521.77	
Park Ear Protection	001-125751	\$24.97	

Brownlee LLP	EFT0004709	2022-05-25	\$4,691.30

Invoice Description	Invoice Number	Invoice Amount	

Bylaw Property Enforcement &	531217	\$4,691.30	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canadian Union of Public Emplo	EFT0004710	2022-05-25	\$880.00
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP10-22	\$880.00	
Caro Analytical Services	EFT0004711	2022-05-25	\$1,329.73
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2209167	\$209.91	
WTP Water Analysis	IC2209349	\$307.84	
WTP Water Analysis	IC2209445	\$811.98	
Cas Tech Inc.	EFT0004712	2022-05-25	\$1,088.85
Invoice Description	Invoice Number	Invoice Amount	
Computer Keyboards, Speakers,	220000001394	\$364.35	
Computer Lexmark Toner Cartrig	220000001438	\$724.50	
Center Ice Concession	EFT0004713	2022-05-25	\$3,399.36
Invoice Description	Invoice Number	Invoice Amount	
Town Staff BBQ	154	\$782.23	
PR Spring Barn Dance Meal	158	\$2,617.13	
Chemtrade West Limited Partner	EFT0004714	2022-05-25	\$10,526.90
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	93324998	\$10,526.90	
Dillon Consulting	EFT0004715	2022-05-25	\$6,832.88
Invoice Description	Invoice Number	Invoice Amount	
Mun Plan IDP & SEASP Consultin	256225	\$6,832.88	
IJD Inspections Ltd.	EFT0004716	2022-05-25	\$3,773.02
Invoice Description	Invoice Number	Invoice Amount	
P&D Building Permits & Inspect	04-2022	\$3,773.02	
Joe Johnson Equipment	EFT0004717	2022-05-25	\$5,941.82
Invoice Description	Invoice Number	Invoice Amount	
Street Clean Brooms & Rubber W	P39464	\$1,369.71	
Street Clean Chains & Flightin	P39564	\$4,572.11	
Keiths Refrigeration	EFT0004718	2022-05-25	\$2,361.64
Invoice Description	Invoice Number	Invoice Amount	
WTP Compressor Repair	21622	\$378.00	
Health Unit Trouble Shoot Heat	21639	\$519.75	
Health Unit Spring Maintenance	21667	\$1,463.89	
Meridian OneCap Credit Corp	EFT0004719	2022-05-25	\$806.40
Invoice Description	Invoice Number	Invoice Amount	
P&L Mar/Apr/Jun Copier Lease	220601 45480 ²¹	\$806.40	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Municipal Property Consultants	EFT0004720	2022-05-25	\$6,915.99
Invoice Description	Invoice Number	Invoice Amount	
May Assessor	17157	\$6,915.99	
OK Tire Stettler	EFT0004721	2022-05-25	\$56.11
Invoice Description	Invoice Number	Invoice Amount	
Water Tire repair unit #175	IN085649	\$28.28	
Parks Tire repair unit #8	IN085943	\$27.83	
Peavey Mart	EFT0004722	2022-05-25	\$129.07
Invoice Description	Invoice Number	Invoice Amount	
Sewer 2 furnance filter packs	2001289003	\$12.58	
SRC Bungee Combo kit	2001782003	\$28.33	
Parks 3 Canada Flags	2009242003	\$72.42	
Parks 14 Gauge Wire	2005668003	\$15.74	
Stettler Agri-Centre	EFT0004723	2022-05-25	\$16.35
Invoice Description	Invoice Number	Invoice Amount	
Trans Water Strainer & Cap #42	17290S	\$16.35	
Stettler Building Supplies Ltd	EFT0004724	2022-05-25	\$2,311.67
Invoice Description	Invoice Number	Invoice Amount	
Roads REplace Landscape Tie	AH1730	\$61.73	
water Turbine for sewer sea ca	AH2075	\$104.99	
Water Man door sewer sea can	AH2291	\$607.94	
Parks Building Material Damage	AH1763	\$452.30	
Parks Building Material Damage	AH1820	\$449.61	
Parks Building Material Damage	AH2296	\$447.51	
Parks Fascia & Soffit	AH1721	\$214.87	
Stettler Dodge Ltd.	EFT0004725	2022-05-25	\$223.53
Invoice Description	Invoice Number	Invoice Amount	
Water Exhaust Manifold bolts &	153777	\$223.53	
Stettler Flooring	EFT0004726	2022-05-25	\$4,746.17
Invoice Description	Invoice Number	Invoice Amount	
SRC Stair repair materials	71683	\$4,675.65	
Parks Lions Paint	71784	\$70.52	
Stettler Registry Services Ltd	EFT0004727	2022-05-25	\$25.25
Invoice Description	Invoice Number	Invoice Amount	
Admin Discharge Financing ST	SR300013703	\$5.00	
Admin Discharge Financing St	SR400005921	\$20.25	
Trinus Technologies Inc	EFT0004728	2022-05-25	\$460.19
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email/Back	R73620-35178	\$775.98	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Uptown Office Supply Ltd.	EFT0004729	2022-05-25	\$621.19
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	03607B	\$329.65	
Office Stationery	03630B	\$44.35	
Office Stationery	03634B	\$167.64	
Plan & Dev Stationery	03637B	\$79.55	
=====			
WTS Manufacturing & Sales Inc.	EFT0004730	2022-05-25	\$358.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water Angle Iron for Ladder#26	2312	\$11.50	
Park Dall Diamond Drag Mat Bsk	2348	\$346.50	
Total Cheques			\$77,483.64
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number EFT0004731	EFT0004753
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Action Plumbing & Excavating	EFT0004731	2022-05-31	\$3,111.56

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint Plumbing Supplies	I030210	\$48.05	
Water Replace main valve in	W37919	\$137.38	
Sewer main blockage clean out	W37865	\$2,926.13	

Anderson, Roxann	EFT0004732	2022-05-31	\$36.23

Invoice Description	Invoice Number	Invoice Amount	

PR Staff Party Supplies	2022.05.12	\$36.23	

Bagshaw Electric Ltd.	EFT0004733	2022-05-31	\$4,447.06

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint Annual Fire Alarm	W12706	\$252.00	
Fire Joint Repair Emergency Li	W12715	\$119.69	
Shop Repair Outside Lights	W12716	\$301.61	
Shop 12 T8 Lamps	IC033422	\$49.77	
WTP Anti Oxidant	IC033513	\$47.13	
WTP Fan Blade	IC033495	\$49.85	
WTP Relocate Compressor	W12736	\$3,286.08	
SRC Repair lights in Blue Aren	W12756	\$156.45	
SRC Zamboni Propane	IC033059	\$234.33	

Bearcom Canada Corp.	EFT0004734	2022-05-31	\$2,520.00

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint Repeater RCC Rental	5368066	\$2,520.00	

Canadian Red Cross	EFT0004735	2022-05-31	\$198.45

Invoice Description	Invoice Number	Invoice Amount	

Pool Facility Babysitter Cours	CRC-462800	\$198.45	

Canoe Procurement Group of Can	EFT0004736	2022-05-31	\$24,102.04

Invoice Description	Invoice Number	Invoice Amount	

Misc Depart Equip Gas & Oil	PF-10190-98528	\$18,191.42	
Trans Traffic Paint Solvent &	AB109494	\$5,688.40	
Trans Traffic Signal Repair Pa	AB111675	\$38.06	
Trans Oil Filters #145	AB111027	\$93.18	
Shop Parts Order	AB102346	\$557.28	
WTP Tire Repair Lawnmower #122	AB111025	\$41.09	
Parks Tire Repair Mower #172	AB111004	\$49.89	

Capital Power	EFT0004737	2022-05-31	\$77,681.37

Invoice Description	Invoice Number	Invoice Amount	

Affiliates April Power Bill	5173122	\$6,118.85	
April Power Bill	5173120	\$71,562.52	24

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Center Ice Concession	EFT0004738	2022-05-31	\$529.20

Invoice Description	Invoice Number	Invoice Amount	
PR Admin Prof Luncheon	153	\$529.20	

ClearTech Industries Inc.	EFT0004739	2022-05-31	\$22,759.21

Invoice Description	Invoice Number	Invoice Amount	
WTP Yearly Analyzer Certificat	INV1022800	\$4,166.39	
WTP Yearly Analyzer Certificat	INV1022802	\$420.00	
WTP CL2 Tonner & Deposit	INV1020007	\$4,071.36	
WTP Chemicals & Container Dep	INV1021081	\$11,165.83	
Water Repair/Certify Analyzers	INV1022801	\$3,388.88	
WTP CL17 Install @ WTP & Trsf	INV1021763	\$2,035.25	
Waters Repair CL17 @ Reservoir	INV1022803	\$157.50	

Clearview Public Schools	EFT0004740	2022-05-31	\$2,362.89

Invoice Description	Invoice Number	Invoice Amount	
Joint Office April Expenses	6600	\$2,362.89	

Contact Safety Service Ltd.	EFT0004741	2022-05-31	\$1,213.17

Invoice Description	Invoice Number	Invoice Amount	
WTP New 4 Head Monitor	11938	\$975.45	
SRC Kitech System Inspection	11965	\$237.72	

Dean's Machine Inc.	EFT0004742	2022-05-31	\$724.71

Invoice Description	Invoice Number	Invoice Amount	
Sewer Keys for Larger CC's	46026	\$724.71	

GT Hydraulic & Bearing	EFT0004743	2022-05-31	\$3,154.19

Invoice Description	Invoice Number	Invoice Amount	
Shop Batteries for Pallet Jack	000-371450	\$2,889.83	
Parks/Trans/Water Oil Filters	000-372222	\$72.49	
Pool 3 V-Belts	000-371696	\$191.87	

Hach Sales & Service Ltd.	EFT0004744	2022-05-31	\$1,306.56

Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies & Freight	282988	\$936.81	
WTP Lab Supplies & Freight	283792	\$369.75	

Heartland Auto Supply	EFT0004745	2022-05-31	\$2,188.83

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Batteries/Oil Conta	001-508999	\$422.70	
Shop Supplies	001-509545	\$245.47	
Shop Tools	001-510546	\$23.08	
Trans Fittins #42/Gear Oil	001-509539	\$69.68	
Trans Spark Plug Wires #49	001-509694	\$65.17	
Trans Hook for #117	001-509780	\$6.11	
TRans Backup Alarm #86	001-510131	\$27.67	
Trans Wheel Seals #94	001-510254	\$7.75	
Trans Fittings #42	001-510666	\$49.39	
Trans Repair Parts	001-511191	\$82.32	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans Battery Terminals #7	001-511242		\$35.75
Trans Tools	001-508905		\$431.20
Trans Tools	001-510345		\$67.25
Trans Sign Materials	001-508937		\$54.54
Trans Drainage Rubber Gloves	001-510739		\$32.30
WTP Swadgeloc Fittings	001-510450		\$97.23
WTP Air Fittings	001-510980		\$19.59
WTP Air Hose & Gun	001-510981		\$82.73
Water Paint for Ladder #26	001-509357		\$8.20
Water Marking Pens & Zip Cut	001-510475		\$295.40
Water Measuring Tools	001-509606		\$38.78
SRC Janitor supplies	001-508898		\$108.84

=====
 Heartland Express EFT0004746 2022-05-31 \$281.99

Invoice Description	Invoice Number	Invoice Amount
Shop & Trans Freight	13017	\$175.38
Shop Freight	13039	\$106.61

=====
 Hi Way 9 Express Ltd. EFT0004747 2022-05-31 \$530.31

Invoice Description	Invoice Number	Invoice Amount
Shop Freight	31839288	\$132.24
Fire County Freight	12474947	\$133.76
Fire Joint Freight	12474969	\$57.31
Fire Joint Freight	20154414	\$117.31
Water Trans Freight	20160418	\$89.69

=====
 Stettler Home Hardware EFT0004748 2022-05-31 \$1,830.73

Invoice Description	Invoice Number	Invoice Amount
Office 3 water refills	128597	\$15.75
Office Electrical Tester Kit	128609	\$68.24
Office Batteries/Cleaners/Tiss	128651	\$72.91
Office 3 water refills	128717	\$15.75
Office supplies	128804	\$3.14
Office 2 Water refills	128819	\$7.50
Office 2 water refills	128820	\$10.50
Fire Joint Grommet Kit	128756	\$12.59
Shop 3 water refills	128642	\$11.25
Trans Tools/Shop Supplies	128777	\$136.45
Shop 2 water refills	128870	\$7.50
Trans Tap Screws	128669	\$28.34
Trans 2 6pk Eraser	128644	\$7.96
Water Dig Trailer Supplies	128610	\$6.29
Water Dead Bolt/Leverset	128859	\$92.38
SRC Super Glue	128771	\$9.44
Parks Flags5 Alberta 1 Canada	128758	\$352.74
Campground Door Signs	128646	\$7.12
Parks Marking Paint	128749	\$812.03
Fire Joint Plumbing Supplies	128661	\$160.35

=====
 Smith, Wayne EFT0004749 2022-05-31 \$155.38

Invoice Description	Invoice Number	Invoice Amount
HBC Community Garden Supplies	2022.05.24	\$155.38

=====
 Somerville, Andrew EFT0004750 2022-05-31 \$28.40

Invoice Description	Invoice Number	Invoice Amount
Computer Travel & Subsistence	2022.05.09	\$28.40

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Wet Water Industries Ltd.	EFT0004751	2022-05-31	\$76.89

Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Jun Wtr Trt Equipment	AR38784	\$76.89	

WFR Wholesale Fire & Rescue Lt	EFT0004752	2022-05-31	\$183.28

Invoice Description	Invoice Number	Invoice Amount	
Fire Rescue Unit Compressor Pa	INV/2022/0314	\$183.28	

Yost, Dustin & Maria Cristine	EFT0004753	2022-05-31	\$1,800.00

Invoice Description	Invoice Number	Invoice Amount	
Comm Hall May Hall Janitor	2022.05.01	\$1,800.00	

Total Cheques			\$151,222.45
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000534
Cheque Date	First	Last		ONL000537

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Shaw Cable	ONL000534	2022-05-20	\$73.50
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Comm Hall Jun 17- Jul16 WiFi		2022.05.17	\$73.50
=====			
Shaw Cable	ONL000535	2022-05-20	\$288.75
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
SRC WiFi Jun 15 to Jul 14		2022.05.15	\$288.75
=====			
Shaw Cablesystems GP	ONL000536	2022-05-20	\$109.15
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Fitness Area Jun Cable TV		2022.05.01	\$109.15
=====			
United Farmers of Alberta	ONL000537	2022-05-20	\$121.77
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Trans Building Materials		SOINV3116574	\$52.48
Trans Building Materials		SOINV3116577	\$50.40
Trans Equipment Repair Parts		SOINV3116635	\$18.89

	Total Cheques		\$593.17
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000538
Cheque Date	First	Last		ONL000544

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000538	2022-05-27	\$24,823.72
Invoice Description	Invoice Number	Invoice Amount	

Joint Office April Gas Bill	202204-3693	\$1,482.52	
Fire Joint April Gas Bill	202204-3687	\$999.02	
Town Shop April Gas Bill	202204-3694	\$1,001.24	
Airport April Gas Bill	202204-3686	\$287.21	
WTP April Gas Bill	202204-3689	\$7,327.96	
Water Trans April Gas Bill	202204-3684	\$290.94	
Sewer 1 April Gas Bill	202204-3685	\$349.90	
Sewer 2 April Gas Bill	202204-3692	\$334.47	
SRC April Gas Bill	202204-3691	\$11,643.63	
Community Hall April Gas Bill	202204-3690	\$488.84	
Parks Lions April Gas Bill	202204-3688	\$245.95	
Gear Up April Gas Bill	202204-3679	\$372.04	
=====			
Corporate Payment Systems	ONL000539	2022-05-27	\$12,912.67
Invoice Description	Invoice Number	Invoice Amount	

Trans Training/Shop Supplies	2022.05.05.727	\$95.43	
Sewer Asset Management/Train	2022.05.05.149	\$727.24	
Computer SSL Certificate Renew	2022.05.05.164	\$359.10	
BOT Corp Visa	2022.05.05.BOT	\$2,491.33	
P&L OHS Act Regulations &	2022.05.05.312	\$229.28	
SRC Tools/Parks/CPSI Recretifi	2022.05.05.343	\$1,408.27	
GIS Logitech Touch/Park Pass	2022.05.05.425	\$136.49	
Fire Joint Training/6 Gear Bag	2022.05.05.655	\$4,286.29	
PR Grade Six Presentation Meal	2022.05.05.758	\$88.88	
Trans WHMIS Courses/Shop Hem	2022.05.05.623	\$62.99	
Pool Facility Pump Seal Kit/Pu	2022.05.05.762	\$119.99	
WTP Job Ad	2022.05.05.763	\$63.49	
Admin HSC & HSR Representative	2022.05.05.767	\$323.01	
Fitness Area Special Event Sup	2022.05.05.768	\$117.02	
WTP Process Pump/Pump/Airline	2022.05.05.832	\$741.24	
P&L AARFP Conference/Envelopes	2022.05.05.981	\$189.91	
Fire Joint Meeting Meals/iClou	2022.05.05.292	\$1,472.71	
=====			
Poulin's Professional Pest Con	ONL000540	2022-05-27	\$768.16
Invoice Description	Invoice Number	Invoice Amount	

WTP Monthly Pest Control	1466700	\$198.45	
WTP 50 Glueboards	1469604	\$256.73	
SRC Monthly Pest Control	1455881	\$156.49	
SRC Monthly Pest Control	1466585	\$156.49	
=====			
Rogers	ONL000541	2022-05-27	\$170.10
Invoice Description	Invoice Number	Invoice Amount	

Fire Jnt 05.19-06.18 Data Flex	2469468325	\$170.10	
=====			
Telus Communications	ONL000542	2022-05-27	\$3,037.62
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Telus May 22 to Jun 21		2022.05.23	\$3,037.62
=====			
Telus Mobility Inc.	ONL000543	2022-05-27	\$1,201.52
=====			
Invoice Description		Invoice Number	Invoice Amount

Telus Mobility May 22 - Jun 21		2022.05.21	\$1,201.52
=====			
Workers' Compensation Board -	ONL000544	2022-05-27	\$6,791.11
=====			
Invoice Description		Invoice Number	Invoice Amount

WCB 2nd 2022 Installment		25562676	\$6,791.11
=====			
Total Cheques			\$49,704.90
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000545
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000545	2022-05-31	\$7,381.31
Invoice Description	Invoice Number	Invoice Amount	

Legion Hall Feb Access Gas	202202-3676	\$1,812.70	
Legion Hall Mar Access Gas Bil	202203-3676	\$1,212.24	
Legion Hall Apr Access Gas Bil	202204-3676	\$1,106.76	
Royal Cnd Legion Feb Access Ga	202202-3677	\$1,100.60	
Royal Cnd Legion Mar Access Ga	202203-3677	\$1,131.21	
Royal Cnd Legion Apr Access Ga	202204-3677	\$1,017.80	
	Total Cheques	-----	\$7,381.31
		=====	



PRLS Board Meeting Minutes May 19, 2022

The regular meeting of the Parkland Regional Library System Board was called to order at 10:04 a.m. on Thursday May 19, 2022 in the Small Board Room, Lacombe.

Present: Debra Smith (Board Chair), Gord Lawlor, Barb Gilliat, Norma Penney

Present via Zoom: Jackie AlMBERG, , Doug Booker, Jaime Coston, Teresa Cunningham, Cal David, Amanda Derksen, Jeff Eckstrand, Jul Bissell (alternate for Lisa Ferguson), Marie Flowers, Elaine Fossen, Dwayne Fulton, Barbara Gibson, Pam Hansen, Dana Kreil, Stephen Levy, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Shawn Peach, Leonard Phillips, Lori Reid, Teresa Rilling, Bill Rock, Heather Ryan, Les Stulberg, Delaney Thoreson, Patricia Toone, Carlene Wetthuhn, Shannon Wilcox, Bill Windsor, Janice Wing

With Regrets: Doug Weir, Alison Barker-Jevne, and Gail Knudson

Absent: Edna Coulter, Bruce Gartside, Guy Lapointe, Daryl Lougheed, Bryce Olson, Ray Reckseidler, Diane Roth, Sandy Shipton, and Sharon Williamson

Guests: Margaret Law – in person, Lindsey Schmidt and Rebecca Slater (MNP) - Zoom

Staff: Ron Sheppard, Tim Spark, Donna Williams, Kara Hamilton, Haley Amendt, Hailey Halberg

Call to Order

Meeting called to order at 10:04 a.m. by Smith.

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

Motion by Len Phillips to excuse Doug Weir, Alison Barker-Jevne, and Gail Knudson from attendance at the board meeting on May 19, 2022 and remain members of the Parkland Board in good standing.

CARRIED
PRLS 15/2022

1.1 Agenda

1.1.2 Adoption of the Agenda

Motion by Teresa Cunningham to accept the agenda as presented.

CARRIED
PRLS 16/2022

1.2. Approval of Minutes

Smith asked if there were any amendments to the February 24, 2022 minutes. There were none.

Motion by Jackie Almborg to approve the minutes of the February 24, 2022 meeting as presented.

CARRIED
PRLS 17/2022

1.3. Business arising from the minutes of the February 24, 2022 meeting

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

2. Business Arising from the Consent Agenda

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

Motion by Gord Lawlor to approve the consent agenda as presented.

CARRIED
PRLS 18/2022

3.1. Approval of the 2021 Audit

Shawn Peach left the meeting from 10:12 to 10:17 a.m.

Lindsey Schmidt and Rebecca Slater from Parkland's audit company, MNP, presented the audit.

The *Parkland Regional Library System 2021 Audit Findings Report to the Board of Directors/Executive Committee for December 31, 2021*, two additional letters to the Board and the *Financial Statements December 31, 2021* were provided by PRLS's auditors MNP. In their report, the auditors state:

We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated November 12, 2021, for the preparation and fair presentation of the Library's financial statements in accordance with Canadian public sector accounting standards. We believe these financial statements are complete and present fairly, in all material respects, the financial position of the Library as at December 31, 2021, and the results of its operations and its cash flows, in accordance with Canadian public sector accounting standards.

Parkland received a clean audit. However, the auditor had three recommendations in their management letter, first, that the Finance Department develop a succession plan, in anticipation of staff retirements. They also noted that the building reserve is below the recommended minimum, stating that the Executive Committee is aware of this and are planning on slowly bringing the reserve up to minimum levels over the next few years. The last recommendation is to change amortization for Parkland's computers from 30% to 50% in order to better reflect the actual value of Parkland's computers.

Motion by Jackie Northey to approve the *Parkland Regional Library System 2021 Audit Findings Report to the Board of Directors/Executive Committee for December 31, 2021* and the *Financial Statements for December 31, 2021* as presented.

CARRIED
PRLS 19/2022

Lindsey Schmidt and Rebecca Slater left the meeting at 10:31 a.m.

3.2. 2023 Requisition Increase

At their March 24th meeting, Parkland's Executive Committee passed the following motion:

Motion by Phillip Massier to direct staff to create a 2023 budget with a .20 cent increase in the requisition level on the most current population figures, and if the population numbers for the region drop, to increase the requisition sufficiently to equal the extra income originally projected.

CARRIED

Parkland has kept the municipal requisition/levy at \$8.55 per capita for three consecutive years. The Government of Alberta has not increased the grant rate or adjusted for population when issuing grants since 2017.

At the time of posting the meeting package, the rate of inflation for Alberta as determined by the Federal Government was at 6.5% over this time last year.

There was considerable debate over using Treasury Board population estimates for invoicing municipalities. Despite this, the board upheld the original motion made by the Executive Committee.

Motion by Phillip Massier to direct staff to create a 2023 budget with a .20 cent increase in the requisition level on the most current population figures, and if the population numbers for the region drop, to increase the requisition sufficiently to equal the extra income originally projected.

CARRIED

PRLS 20/2022

3.3 2023 Budget and Population Numbers

At the last Executive Committee meeting there was a long discussion regarding which population figures Parkland should use for invoicing municipalities. The committee was asked to revisit a decision that was made in 2021.

According to clause 8.3 of Parkland's master agreement when invoicing members for the requisition:

"The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs." However, according to the Government of Alberta's website "The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future."

The potential problem for Parkland was that the last updated official population list from Municipal Affairs uses 2019 population figures and, as stated, will no longer be updated. Instead, the only official population figures appear to be those from the Treasury Board.

At the March 2021 Executive Committee meeting, the committee decided to use the population numbers from Treasury Board and Finance to invoice municipalities because, as the GOA's own

website stated; " *The municipal Affairs Population list has been discontinued and **will be replaced** by population estimates from Treasury Board and Finance in the Future.*" The interpretation at the time was that the population estimates from Treasury Board are **replacing** the Municipal Affairs population lists.

Member municipalities were informed of this change, as was the Parkland board at their meeting in May 2021. The board and Municipalities were again informed when the budget was distributed last autumn.

After much discussion on this subject by the Executive Committee, staff were instructed to seek a legal opinion on a number of issues. Based on the legal opinion obtained:

- There is no need to change our membership agreement to use the population figures from Treasury Board to invoice member municipalities.
- It would appear that PRLS should be using the population figures from the Treasury Board for the purpose of invoicing municipalities.
- If Parkland were to switch to using the federal census numbers for invoicing municipalities, then the municipalities would have to change the membership agreement.
- Switching to the federal census numbers is redundant because according to GOA's website, the federal census will be used to update the Treasury Board population estimates.
- The funding level or funding model used by Municipal Affairs has no bearing on the invoicing models outlined in Parkland's master agreement. How the GOA chooses to distribute funding is an entirely separate issue from how Parkland invoices its member municipalities.

Following on the previous agenda item, some board members indicated that Parkland's master agreement be amended to utilize the recent federal census population figures for the purpose of calculating the amount of the levy when invoicing municipalities.

Motion by Barb Gilliat to receive the legal opinion from Susan Alexander-Smith, QC for information, and to follow her recommendation for building the 2023 Budget using the Treasury Board Estimates.

CARRIED
PRLS 21/2022

3.4. Parkland's Strategic Plan 2023-2025 Update

In February, there were three focus groups facilitated by Shari Hansen, a Community Development officer with Alberta Culture and Status of Women. At these focus group sessions, Hansen spoke with groups of key Parkland stakeholder groups to get input for PRLS' 2023-2025 strategic plan. While much of the data collected needs further analysis before it is truly useful, a number of key themes have emerged. The emerging priorities for Parkland's member libraries include:

- Marketing assistance including communications
- Advocacy

- Sustainable funding (which is tied to both effective marketing and advocacy)
- Assistance with HR issues
- An increased emphasis on eContent in several different categories
- Creating an environment that fosters an overall increase in the professionalism of member library service through better collection development, collaboration and partnerships developing critical thinking and analysis while at the same time sharing and celebrating the uniqueness of each library and their individual accomplishments. In such an environment, libraries can share ideas and support one another.

Due to the irregular services demanded of member libraries caused by COVID-19, and because it is only now and with some uncertainty that “normal” services are being resumed, another focus group session was held on May 4th to go over the data collected at the February focus group sessions to see if the emerging priorities accurately reflect the services member libraries would like to see Parkland develop. Formal work on Goals and Objectives will begin shortly.

Motion by Joy-Anne Murphy to receive for information.

CARRIED
PRLS 22/2022

Comfort Break 11:31 – 11:40 a.m.

3.5. Indigenous Library Services

On April 1st 2022, two years after the Maskwacis library service point closed due to the COVID-19 pandemic, the library service point had a soft opening. The Howard Buffalo Memorial Centre doors remain locked but patrons are welcome by appointment.

Before opening, Parkland staff preformed IT updates, a collection inventory, and ensured the space was ready for public access. Since opening, Parkland staff have maintained open hours on Tuesdays and Thursdays from 11:00 a.m. – 2:00 p.m.

Parkland has hired an individual to run the library service at Maskwacis for 21 hours a week. Reporting to Parkland, this person will be responsible for library programming, circulating library materials, and promoting the use of the library and its resources.

Parkland staff have so far ordered 390 new items for the collection at Maskwacis and will begin the process of weeding outdated materials. They have also purchased additional shelving units to allow for expansion of the collection and a slat wall will be installed to create a designated display area to promote the collection.

In addition, Parkland staff are in early stages of establishing library service for the O’Chiese and Sunchild reserves, as they are also a part of Parkland’s indigenous grant.

Motion by Stephen Levy to receive for information.

CARRIED
PRLS 23/2022

3.6. Advocacy and Marketing Report

Gord Lawlor gave the Advocacy Report. The Advocacy Committee has reviewed the format for Parkland's 2021 Return on Investment (ROIs) They are posted on Parkland's website. He strongly encouraged board members to download and print the ROI for their municipality and present it to council. Also available on the Parkland website is a short infographic highlighting some of Parkland's many accomplishments in 2021 despite the challenges of the past year. Board members were encouraged to present the annual report synopsis to council in conjunction with their municipal ROI.

Gord Lawlor and Haley Amendt participated in Marigold's conference in Calgary and presented "Advocacy, Whose Role is it Anyway?" which was well received. At the conference, they discussed each region creating their own Advocacy Committee, and the committees sharing with each other. Also discussed was the notion of creating a provincial advocacy committee, with each regional system contributing members.

Hailey Halberg talked about Parkland's marketing activity. Parkland has selected 5 libraries to use as a pilot project for professional photography to support library marketing. The photography and video will be shot at the end of May and staff expect the edited photos and video in June. The libraries will be Rocky Mountain House, Caroline, Forestburg, Alix, and Amisk.

Staff will measure success by looking at how the photos are used, surveying libraries on the impact of the photos, and the success of the photos in Parkland's marketing content.

Last summer, Parkland had a public BBQ, magician, and open house to celebrate their new building. The event was such a success, staff have decided to hold it again this summer. This year, Parkland joined forces with Lacombe Days and will hold the event in July.

Parkland has created a new update email template for libraries and board members. You may have seen our sleek new design pop up in your inbox in the April. We are now able to track the open rates and which links are clicked so we can continually improve the information we send out.

Staff have spent a lot of time researching effective library signage and inviting spaces. A signage audit document has been created to help libraries evaluate their signage. Parkland has already completed signage audits for five libraries at their request.

The library display contest hosted by Parkland for the month of April is complete. There were 10 participating libraries that got over 4,000 views and 1,300 votes in the contest. The winners were Carstairs library, Camrose library, and Hughenden library. They have received credit towards Vistaprint Pro Shop to order marketing materials.

A video was then shown, "A Day in the Life of Parkland".

Motion by Carlene Wetthuhn to receive for information.

CARRIED
PRLS 24/2022

3.7. Parkland Community Update

Clive Public Library is resuming 'Free Movie Fridays'. The first one was last month, with 70 people in attendance.

Stettler Public Library has redone their Plan of Service. The library also now attends farmers markets throughout the summer in Stettler.

Cremona Municipal Library started a seed sharing program which has brought in a whole new demographic of patrons.

Ponoka Jubilee Library held a red dress event at the park on May 5th in order to communicate the effects of Missing and Murdered Indigenous Women.

Sylvan Lake Municipal Library is installing new flooring and is redesigning the library children's area. The library will be closed June 13 to 27th.

Castor Municipal Library has formed a *Friends of the Library* group who recently held a poetry reading for 21 people.

Sedgewick & District Municipal Library bought a new building and is moving to Main Street, hopefully in 2023.

Rimbey Municipal Library has a new addition on their library and they have re-opened.

Amisk Public Library is celebrating their 100th birthday in summer 2023 and are planning a party to celebrate.

Donalda Public Library has newly painted furniture and are working hard on their summer programs.

Penhold & District Public Library is holding a spice club, macrame night, and spy club. They are also partnering with FCSS to hold mom and dad children's programs. Lastly, they are holding a Battle of Alberta contest to win pizza for the game. They have hired 2 new summer programmers.

Caroline Municipal Library is continuing their programs: Soup to Seniors, crafting and sewing classes, plant exchanges, and much more.

Bentley Municipal Library has weekly crafts in a bag for parents to pick up, nature school for parents with children aged 2-5 years, and movie nights.

Eckville Municipal Library has a new manager.

Motion by Norma Penney to receive for information.

CARRIED

PRLS 25/2022

3.8.1. Director & Library Services Report

3.8.2. I.T. Report

3.8.3. Finance & Operations Report

3.8.4. ALTA Report

Smith asked if there were any questions regarding the Director & Library Services Report, IT, Finance and Operations, or ALTA Reports. There were none.

Motion by Stephen Levy to receive the Director & Library Services Report, IT, Finance and Operations, and ALTA Reports for information.

CARRIED
PRLS 26/2022

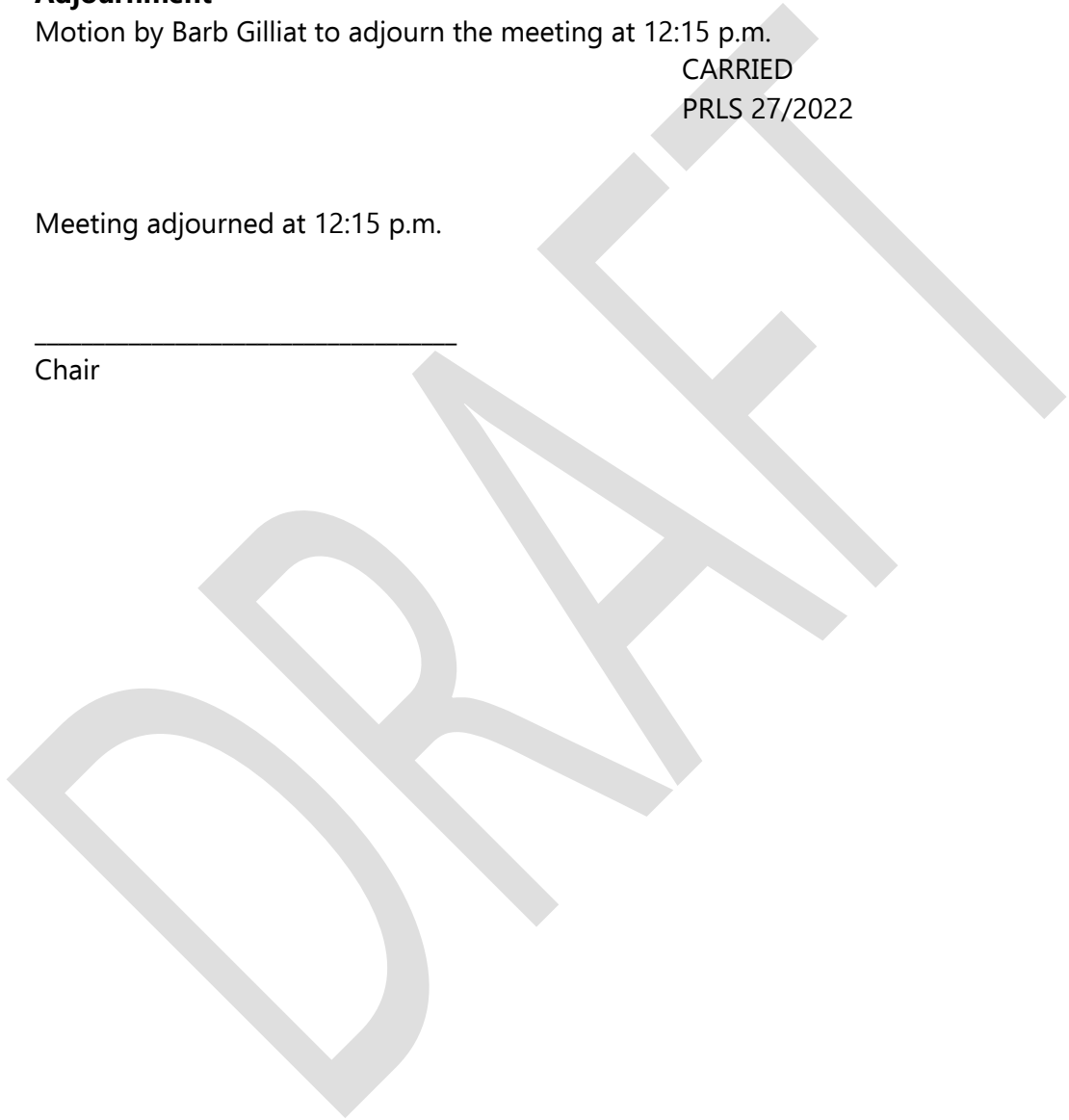
4. Adjournment

Motion by Barb Gilliat to adjourn the meeting at 12:15 p.m.

CARRIED
PRLS 27/2022

Meeting adjourned at 12:15 p.m.

Chair





PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

MAY 19, 2022

Audit Report Approved

Parkland's audit was presented to the board by MNPs Lindsey Schmidt and Rebecca Slater.

Parkland received a clean audit. However, the auditors had three recommendations in their management letter. First, that the Finance Department develop a succession plan in anticipation of staff retirements. They also noted that the building reserve is below the recommended minimum, stating that the Executive Committee is aware of this and are planning on slowly bringing the reserve up to minimum levels over the next few years. The last recommendation is to change the amortization for Parkland's computers from 30% to 50% in order to better reflect the actual lifespan of Parkland's computers.

A copy of the Auditor's Report and Report to the Board has been sent to your municipality.

2023 Requisition Increase

At their March 24th meeting, Parkland's Executive Committee passed a motion to direct Parkland staff to create a 2023 budget with a .20 cent increase in the requisition level based on the most current population figures.

Parkland has kept the municipal requisition/levy at \$8.55 per capita for three consecutive years. The Government of Alberta has not increased the grant rate or adjusted for population when issuing grants since 2017.

Please note the motion put forward by the Executive Committee dictates that if population levels drop for the

Parkland region as a whole, the 2023 requisition was to be increased to whatever level was necessary to equal what municipalities were invoiced in 2022 plus .20 cents per capita more.

While the board endorsed the increase in the requisition, there was much lively discussion around which population figures should be used to invoice municipalities. Some board members thought Parkland should use the old population figures from Municipal Affairs while others thought the ones from the federal census would be most accurate. Parkland currently uses the estimates from the Treasury Board.

Parkland's Strategic Plan

In February, there were three focus groups facilitated by Shari Hansen, a Community Development officer with Alberta Culture and Status of Women. At these focus group sessions, Hansen spoke with groups of key Parkland stakeholder groups to get input for PRLS' 2023-2025 strategic plan. While much of the data collected needs further analysis before it is truly useful, a number of key themes have emerged. The emerging priorities for Parkland's member libraries include:

- Marketing assistance, including communications
- Advocacy
- Sustainable funding (which is tied to both effective marketing and advocacy)
- Assistance with HR issues
- An increased emphasis on eContent in several different categories
- Creating an environment that fosters an overall increase in the professionalism of member library service through better collection development, collaboration and partnerships, and developing critical thinking and analysis while at the same time sharing and celebrating the uniqueness of each library and their individual accomplishments. In such an environment, libraries can share ideas and support one another.

Another meeting was held on May 4th to go over data collected at the February focus group sessions to see if the emerging priorities accurately reflect the services member libraries would like to see Parkland develop. Formal work on Goals and Objectives will begin shortly.

Indigenous Library Service

On April 1st 2022, two years after the Maskwacis library service point closed due to the COVID-19 pandemic, the library service point had re-opened.

Before opening, Parkland staff preformed IT updates, a collection inventory, and ensured the space was ready for public access. Since opening, Parkland staff have maintained open hours on Tuesdays and Thursdays from 11:00 a.m. – 2:00 p.m.

Parkland has hired an individual to run the library service at Maskwacis for 21 hours a week. Reporting to Parkland, this person will be responsible for library programming, circulating library materials, and promoting the use of the library and its resources within the community.

Parkland staff have so far ordered 390 new items for the collection at Maskwacis and will begin the process of weeding outdated materials. We have also purchased additional shelving units to allow for expansion of the collection and a slat wall will be installed to create a designated display area to promote the collection.

Parkland staff are in early stages of establishing library service for O'Chiese and Sunchild, as they are also included as part of Parkland's On Reserve, on Settlement Grant from the Government of Alberta.

Advocacy Committee

The Advocacy Committee has reviewed Parkland's 2021 Return on Investment (ROI). They are posted on Parkland's website at the following URL:

[Return on Investment - Parkland Regional Library System \(https://www.prl.ab.ca/about-us/return-on-investmentprl.ab.ca\)](https://www.prl.ab.ca/about-us/return-on-investmentprl.ab.ca)

Parkland has also produced a short infographic highlighting some of Parkland's many accomplishments in 2021. This mini annual report is also available on Parkland's website at:

<https://www.prl.ab.ca/~media/parkland/annual-report/prls-annual-report-infographic-2021.ashx?la=en>

Board members are encouraged to present the annual report synopsis to council in conjunction with their municipal ROI.

Parkland Summer Event

Last summer, Parkland had a public BBQ, magician, and open house to celebrate our new building. The event was such a success, we have decided to do it again this

summer. This year, we have joined forces with Lacombe Days and will have our event on July 16th. Stay tuned for the official invitation, we hope to see you all there!

Committee News from Trustees

Clive Public Library is resuming 'Free Movie Fridays'.

The first one was last month, with 70 people in attendance.

Stettler Public Library has redone their Plan of Service. The library also now attends farmers markets throughout the summer in Stettler.

Cremona Municipal Library started a seed sharing program which has brought in a whole new demographic of patrons.

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Bentley Municipal Library has weekly crafts in a bag for parents to pick up, nature school for parents with children aged 2-5 years, and movie nights.

Eckville Municipal Library has a new manager.

Next Meeting: September 15, 2022, (Zoom)

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

From: Grace Fix <graceafix@gmail.com>

Sent: Thursday, May 19, 2022 8:10 PM

To: Greg Switenky <GSwitenky@stettler.net>; Steven Gerlitz <sgerlitz@stettler.net>

Cc: Allan King <aking@stettler.net>; Barry Bowie <barrybowie@gmail.com>; Cheryl Barros <cbarros@stettler.net>; Graham Scott <GScott@stettler.net>; Jacqui Peterson <srcadmin@stettler.net>; John Leard <john.leard77@gmail.com>; Laura Norman <laura.norman1978@gmail.com>; Melanie Koch <mellikoch@gmail.com>; Tina Wilson <tinamwilson@live.com>; Wayne G. Smith <wsmith@stettler.net>; Sean Nolls <snolls@stettler.net>

Subject: Communities in Bloom judging day July 25

Hi Greg and Steve,

Our Communities in Bloom official judging day is July 25. Please share the following judging day information with Council and staff:

As the International winner in our size category in 2019, this year we are participating in the National *Class of Champions* against 3 other past Canadian champions:

Kingsville, ON

Stonewall, MN

Yarmouth, NS

We would like to invite the participation of Council and staff members at any of the following. We hope many are able to attend at least one event or meal.

1) Sunday, July 24 - 6 p.m. - informal welcome dinner at Boston Pizza with our 2 judges

2) Monday, July 25 -

8:45 - 9:00 a.m. - meet judges informally in Council chambers.

9:00 - 9:40 a.m. - formal presentations begin

- meet with Town Council and Administration in Council chambers

- overview of Municipal Action Plan??

- brief reports from Department Heads on beautification-related activities (bylaws, construction, water, wetland areas, water treatment lagoons, etc.)

9:45 - 12:15 - Town Tour

12:15 - 1:00 p.m. - lunch at the Museum

1:00 - 3:00 p.m. - Town Tour continues

6 p.m. - Dinner/Reception at The Hub

Council and administration are welcome to join some or all of our day tour of Stettler with the judges on Monday, July 25.

We will need numbers for the meals and the tour closer to the event.

The judges place great importance on the support of elected officials and administration for the Town's Communities in Bloom efforts. We have always been very grateful to feel that support every year.

Thanks!

Grace Fix, Chair

Heartland Beautification Committee

May 24, 2022

Mr. Greg Switenky
CAO
Town of Stettler
PO Box 280
Stettler, AB T0C 2L0

Dear Mr. Switenky:

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

Thank you for your application for grant funding for the Runway Rehabilitation project under the Community Airport Program component of the Strategic Transportation Infrastructure Program (STIP).

As you can appreciate, a significant number of applications were received under the Community Airport Program. Unfortunately, program budgets limited the amount of approvals this year and this application did not rank high enough to receive an approval in 2022.

The Community Airport Program will continue next year. You are encouraged to resubmit or update this application along with any other eligible projects for potential 2023 grant funding under the Community Airport Program prior to November 30, 2022.

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

Sincerely,



Denette Leask
Infrastructure Technologist

2022 Summer MLC Agendas

Dates & Locations

Join us for one of four Alberta Municipalities' summer Municipal Leaders' Caucuses being held across the province between June 15 and June 22, 2022. Each session will run from approximately 9:00 am to 3:00 pm.

Dates

June 15 - High Prairie (Days Inn, 4125 52 Ave, High Prairie)

June 16 - Strathcona County** (Agora Room at County Hall, 401 Festival Lane, Sherwood Park)

June 21 - Medicine Hat (Esplanade Arts & Heritage Centre, 401 1st St, Medicine Hat)

June 22 - Didsbury (Multi-Purpose Room, Memorial Complex, 1702 21 Ave, Didsbury)

**Will also be available virtually. Breakfast in Strathcona County will start at 8:00 am and program will start at 9:00 am.

The summer Caucuses will focus on smaller, more engaging conversations based on top-of-mind issues facing our communities.

In-person registration will also include a light continental breakfast and lunch.



Wednesday, June 15 HIGH PRAIRIE – Days Inn

- 9:00 a.m. Registration and light breakfast
- 10:00 a.m. Opening Remarks
- 10:05 a.m. Welcome from the Mayor of the Host Municipality
- 10:10 a.m. Welcome from MLA of the Host Constituency
- 10:15 a.m. Icebreaker Activity
- 10:30 a.m. Session I – Sustainability Services Updates
- 10:45 a.m. President’s Report
- 11:00 a.m. Session II – Local Government Fiscal Framework (LGFF)
- 12:00 p.m. Lunch**
- 1:00 p.m. Session III – Respect in Municipal Government
- 1:30 p.m. Session IV – Alberta Municipalities Bylaws
- 2:15 p.m. Session V (locally led)
- 2:55 p.m. Closing Remarks



Connect

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2022 Summer MLC Agendas

Thursday, June 16

STRATHCONA COUNTY – Agora Room at County Hall
(Virtual option)

- 8:00 a.m. Registration and light breakfast
- 9:00 a.m. Opening Remarks
- 9:05 a.m. Welcome from the Mayor of the Host Municipality
- 9:10 a.m. Welcome from MLA of the Host Constituency
- 9:15 a.m. Icebreaker Activity
- 9:30 a.m. Session I – Sustainability Services Updates
- 9:45 a.m. President’s Report
- 10:00 a.m. Session II – Local Government Fiscal Framework (LGFF)
- 11:00 a.m. Break
- 11:15 a.m. Session III – Respect in Municipal Government
- 11:45 a.m. Lunch**
- 12:30 p.m. Session IV – Alberta Municipalities Bylaws
- 1:15 p.m. Session V (locally led)

Tuesday, June 21

MEDICINE HAT – Esplanade Arts & Heritage Ctr

- 9:00 a.m. Registration and light breakfast
- 10:00 a.m. Opening Remarks
- 10:05 a.m. Welcome from the Mayor of the Host Municipality
- 10:10 a.m. Welcome from MLA of the Host Constituency
- 10:15 a.m. Icebreaker Activity
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- 1:30 p.m. Session IV – Alberta Municipalities Bylaws
- 2:15 p.m. Session V (locally led)
- 2:55 p.m. Closing Remarks

Wednesday, June 22

DIDSBURY – Memorial Complex

- 9:00 a.m. Registration and light breakfast
- 10:00 a.m. Opening Remarks
- 10:05 a.m. Welcome from the Mayor of the Host Municipality
- 10:10 a.m. Welcome from MLA of the Host Constituency
- 10:15 a.m. Icebreaker Activity
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- 2:55 p.m. Closing Remarks



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May 17, 2022

Via email: info@auc.ab.ca

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 Street
Edmonton, AB T5J 2Y2

RE: Increasing Utility Fees

Dear Alberta Utilities Commission,

Please accept this correspondence as a letter of support in addition to that of the Town of Fox Creek, dated March 23, 2022.

As you are aware, there have been many challenges in the last two years. A pandemic, which is still in effect, continues to burden our health care system and overall social, emotional, and financial wellbeing. These effects are evident with our province's unemployment rates, which reached a staggering 11.4% in 2020 and remained higher than it has been in 40 years for the better part of 2021. Now is not the time to increase utility fees, especially when many families, businesses, industries, and not-for-profits have yet to fully recover from these hardships.

We, as a municipality, have also been impacted by the financial strain of these decisions, with lower MSI funding allocations and an inflation rate of 6.7% - an all time high in 31 years. Nevertheless, we remain dedicated in assisting our residents to alleviate financial stressors, including reductions in waste collection fees and franchise fees in 2021, and no tax rate increases since 2020.

The Town of Bon Accord stands united with the Town of Fox Creek in support of a thorough review of the Commission's fees and corporate profits gained from proposed increases.

As a "trusted leader that delivers innovative and efficient regulatory solutions for Alberta", we ask, what will the Alberta Utility Commission do to help its fellow Albertans? When the light at the end of the tunnel finally appears within reach, will you help close the gap or will you turn off the light?

Our residents, businesses and non-profits appreciate your time and consideration in this important matter.

Sincerely,



Brian Holden
Mayor
Town of Bon Accord

Cc: Town of Fox Creek
Honourable Dale Nally, MLA, Morinville – St. Albert
Mr. Dane Lloyd, MP, Sturgeon River – Parkland
Alberta Municipalities

Sources:

<https://economicdashboard.alberta.ca/unemployment>
<https://tradingeconomics.com/canada/inflation-cpi>
<https://www.auc.ab.ca/our-mission/>



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108536

May 16, 2022

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

Dear Mayor Nolls:

The Government of Alberta continues to build on its commitment to invest responsibly and sustainably in Alberta's communities and support local infrastructure needs. As part of this commitment, I am pleased to confirm that \$485 million will be allocated to local governments in Municipal Sustainability Initiative (MSI) capital funding and \$30 million in MSI operating funding in 2022. Combined with \$1.196 billion in funding front-loaded in 2021, MSI capital funding over the last three years of the program, from 2021 to 2023, will average \$722 million per year.

In addition, in 2022, Alberta will receive \$255 million in federal funding under the Canada Community-Building Fund (CCBF).

For the Town of Stettler:

- The **2022 MSI capital allocation is \$649,945.**
This amount is equivalent to 40.6 per cent of your 2021 allocation, a reduction based on year-over-year change in overall program funding from \$1.196 billion to \$485 million.
- The **2022 MSI operating allocation is \$52,448.**
Your 2022 operating allocation will be the same as in 2021.
- The **2022 CCBF allocation is \$356,679.**
This amount was calculated using the 2019 Municipal Affairs Population List, the most current municipal-level population data available for the purpose of calculating CCBF funding.

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications. MSI allocation estimates for 2023, the last year of the MSI, are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

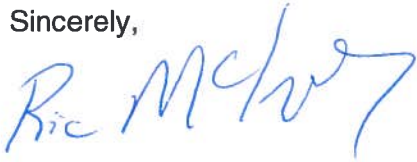
.../2

The new Local Government Fiscal Framework (LGFF) program is scheduled for implementation in 2024. The new funding arrangement will ensure predictable long-term infrastructure funding at sustainable levels tied to growth in provincial revenues. I recognize how important it is for you to have the opportunity to provide input on the design of the LGFF, and value your expertise in the development of the new program.

I am pleased to announce that engagement with our local government stakeholders on the LGFF program has already begun. I had the privilege to initiate the LGFF engagement process by meeting with representatives from Alberta Municipalities, Rural Municipalities of Alberta, the Metis Settlements General Council, and the cities of Calgary and Edmonton. This engagement will include a survey on the LGFF program design, which is being sent out to all local governments. The results of these consultations are anticipated to be shared with you by early 2023.

We have a busy year ahead, and I am looking forward to working with you to develop the LGFF to ensure the program reflects local priorities, while aligning with provincial objectives and respecting our taxpayers.

Sincerely,



Ric McIver
Minister

cc: Greg Switenky, Chief Administrative Officer, Town of Stettler



TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E.
Redcliff, Alberta, T0J 2P0
Phone 403-548-3618
Fax 403-548-6623
redcliff@redcliff.ca
www.redcliff.ca

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

May 16, 2022

RE: Increasing Utility Fees

Dear Premier Kenney,

The Town of Redcliff joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private sectors, and we are urging you to take serious note of this.

Over the past two years, residents of both Redcliff and the province have felt the increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines. Many residents, small businesses and commercial industries are in danger of closing or have already been forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased profits as has been noted in the media lately. Our local paper recently reported "Energy Division Rakes in \$105M" (<https://medicinehatnews.com/news/local-news/2022/04/07/energy-division-rakes-in-105m/>). In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless you or the Alberta Utilities Commission can correct this practice. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside other municipalities in the province, we are urging yourself and the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making from our residents and ultimately, all Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Dwight Kilpatrick
Mayor, Town of Redcliff

Cc Alberta Municipalities
Alberta Utilities Commission
Michaela Frey, MLA



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofiedadmin@tofiedalberta.ca
W www.tofiedalberta.ca

May 25, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Alberta Provincial Police Force

Minister Shandro, Town of Tofield Council have attended the Presidents Summit, read, and reviewed the Price Waterhouse Cooper report, and have attended municipal engagement sessions on the proposed Provincial Police Force, all of which have discussed and debated the merits of Provincial Policing.

Minister, please note: Town of Tofield Council in no way supports this initiative to replace the RCMP with an Alberta Provincial Police Force.

The rationale behind this seems poorly timed and ill researched. The Fair Deal panel provided, in our opinion, solid evidence for this potential project to be halted and not further investigated. For review, at the time of results 65% of respondents were not in support of this initiative. Once again, in our opinion, this should have been a large enough response to have negated taking this process any further.

In a time of already uncertain economic forecasts, this seems to be short sighted. The costs to have a transfer to a Provincial Policing Force would be astronomical. Considering these potential costs as well as the current Police Funding Model which we must now shoulder does not sit well with Council and does not sit favorably with the community. Respectfully, this initiative seems to be somewhat tone deaf.

The RCMP have proven to be a pillar of strength, guidance, and protection not only for our community but the Province as a whole. It is without question that Tofield Council support our local detachment of exceptionally skilled and hard-working individuals, but also the members across our fine Province of Alberta.

Honorable Tyler Shandro
Minister of Justice and Solicitor General
Page 2

Minister Shandro, Tofield Council respectfully implore you reconsider the movement to a Provincial Policing Force. Tofield stands in solidarity with our friends at the Town of Mundare, as well as the other numerous Alberta Municipalities who have voiced similar concerns. We ask that you instead look to strengthen and improve your work with the RCMP for the true betterment of our Province.

Sincerely,



Debora Dueck
Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

May 26, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055 106 ST
Edmonton, AB
T5J 2Y2

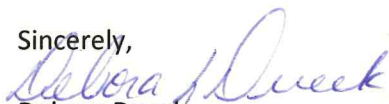
Re: Alberta Utility Fees

The following correspondence is being sent in a movement of solidarity. There have been multiple municipalities across Alberta who have reached out with grave concern, regarding the rising fees for both electricity and natural gas.

In a time of extreme economic downturn, supply shortages and employment volatility, the fee increases appear to be exceptionally short sighted. The province of Alberta and its hardworking people have been wrought with challenges over the past two years, and this is simply providing further stress and instability to the people of this province.

Mayor and Council for the Town of Tofield implore the Commission to truly review the fees and the charges being unfairly downloaded to the Alberta residents. In what has proven to be the most challenging time of many people's lives, these life essential utilities should not be viewed as an opportunity for profit.

Sincerely,


Debora Dueck
Mayor

C.C AUMA Membership
RMA Membership
Jackie Lovely, MLA