

# Town of Stettler

**COUNCIL MEETING**

**JULY 5, 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, JULY 5<sup>th</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 June 21<sup>st</sup>, 2022

5-11

4. **Citizens Forum**

5. **Delegations**

6. **Administration**

(a) 2022 Strategic Plan Update

12-38

(b) Meeting Dates

- Tuesday, July 19 – Council – 6:30pm
- **Sunday, July 24 – Communities in Bloom Judges Meet & Greet – 6:00pm – Boston Pizza**
- **Monday, July 25 – Communities in Bloom Judging Day**
  - o Meet at Town Office at 8:45am
  - o Lunch at the Stettler Town & Country Museum at 12:15pm
  - o Awards Supper at the HUB at 6:00pm
- Tuesday, August 2 – Council – 6:30pm
- 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**
- 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

**COUNCIL AGENDA  
JULY 5, 2022  
PAGE 2**

- (c) Accounts Payable in the amount of \$515,751.13  
(\$70,422.13 + \$1,250.37 + \$356,913.67 + \$69,710.18 + \$17,454.78) 39-45
  
- 7. **Council**
  - (a) Meeting Reports
  
- 8. **Minutes**
  - (a) Stettler District Ambulance Association – June 20, 2022 46-48
  
- 9. **Public Hearing**
  
- 10. **Bylaws**
  
- 11. **Correspondence**
  - (a) Stettler District Ambulance Association – Financial Statements for the Year Ended March 31, 2022 49-66
  
  - (b) Government of Alberta – Strong Year-End Results Position Alberta for Future 67-70
  
  - (c) Alberta Transportation – Highway 12 Construction 71
  
- 12. **Items Added**
  
- 13. **In-Camera Session**
  
- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JUNE 21<sup>st</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  
Director of Planning & Development L. Graham  
Manager of Recreation & Culture B. Robbins  
Planning & Development Clerk A. Stormoen

Media (2)

**Absent:**

**Call to Order:**

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

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

12a) Committee of the Whole Recommendation – June 14, 2022

13b) Legal – FOIP – Section 16 – Third Party Information

**Motion 22:06:13**

Moved by Councillor Lawlor to approve the agenda as amended.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 7<sup>th</sup>, 2022

**Motion 22:06:14**

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on June 7, 2022 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the June 7, 2022 Minutes

None

(c) Minutes of the Committee of the Whole Meeting held June 14<sup>th</sup>, 2022

**Motion 22:06:15**

Moved by Councillor Baker that the Minutes of the Committee of the Whole Meeting held on June 7, 2022 be approved as presented.

MOTION CARRIED  
Unanimous

4. **Citizen's Forum:**

(a) None

5. **Delegations:**

(a) 6:35p.m. – Rhonda Sylvester & Gracenotes Honour Choir - First Place in Alberta Provincial Music Festival; Class 215, Choral Ensemble

Mayor Nolls welcomed R. Sylvester and members of the

Gracenotes Honour Choir, and congratulated them on their success at the Alberta Provincial Music Festival. Members of the Choir introduced themselves.

R. Sylvester provided Council with insight on the Gracenotes Choir and their performances.

Mayor Nolls presented the Gracenotes Honour Choir with a congratulatory certificate on behalf of Town Council.

Council watched a video of the Provincial-winning performance, followed by a recess for a meet and greet with refreshments.

R. Sylvester and members of the Gracenotes Honour Choir left the meeting at 7:00 p.m.

(b) 7:00p.m. – Stettler RCMP Staff Sergeant Bruce Holliday – Community Policing Update

Mayor Nolls welcomed Staff Sergeant (S/ Sgt.) B. Holliday to the meeting.

S/Sgt. B Holliday presented the quarterly Community Policing Report, and advised that this report serves to provide an overview of the human resources, financial data, and crime statistics for the January 1<sup>st</sup> to March 31<sup>st</sup>, 2022 reporting period. Community engagement remains a top priority for the Alberta RCMP, and the consistent delivery of these quarterly reports is one of the projects underway, in addition to the Our Body Worn Camera program and new mobile app.

Body Worn Cameras increase the transparency of police interactions with citizens. Included in this Community Policing Report package is an updated overview on Body Worn Cameras, which will enter into a field test phase later this year. As mentioned in previous correspondence, the Federal Government recognizes that this was not in the multi-year financial plans for Contract Partners, and this has agreed to fund the first three years of the roll-out. This has allowed some time for Contract Partners to factor this into their future planning processes. As the RCMP is currently awaiting the vendor procurement process to finalize, they are unable to provide community-specific cost estimates. Once costing is confirmed, we will provide financial forecasting to communities with Municipal Policing Service Agreements. Cameras will be available in 2022.

Alberta RCMP has also launched a new mobile app that allows for Albertans to access information without delay. The app is available as a free download through Apple or Google Play, and will provide your community members with online access to news, crime reporting, detachment locations, crime mapping and statistics. The app also contains links to partner law enforcement services, mental health supports, Crime Stoppers and connects to Alberta RCMP social media. Even though the app provides convenient links to Alberta RCMP social media accounts, it will not replace other methods of crime reporting, engagement or emergency assistance.

Discussion ensued regarding fraud cases. S/Sgt. B. Holliday highlighted the “Coffee with a Cop” function, which dealt specifically with types and real examples of fraud. The event was very well-received.

S/Sgt. B. Holliday advised that the best prevention of vehicle theft is always locking your vehicle, not leaving valuables in your vehicle, and never leaving a vehicle running.

S/Sgt. B. Holliday provided an update on current staffing levels. There is currently one staff member in an administrative capacity, with new members arriving this week. The Department is proactive with training members for succession planning when other members transfer or retire. A School Resource Officer is starting on August 1<sup>st</sup>, 2022.

S/Sgt. B. Holliday advised that the RCMP Musical Ride application has been submitted for the RCMP Anniversary.

Mayor Nolls thanked S/Sgt. B. Holliday and the entire detachment for their excellent work, and stated on behalf of Council that S/Sgt. B. Holliday is a valued asset to our community.

Mayor Nolls thanked S/Sgt. B. Holliday for his very informative presentation.

S/Sgt. B. Holliday left the meeting at 7:33 p.m.

6. **Administration:**

(a) **Community Hall Dance Floor Refinishing**

Mayor Nolls welcomed Manager of Recreation & Culture B. Robbins to the meeting.

B. Robbins advised that there is a 2022 Capital Budget project to sand and refinish the Stettler Community Hall dance floor for \$15,000. In addition to the tender completed for the Stettler Community Hall, B. Robbins requested a price quote to complete a refinish of the Hub.

**Summary of tenders received by town office on June 15, 2022**

- Caliber Sport Systems Inc (used by Clearview School Division) \$14,900 for sand, seal & finish Community Hall. \$4,900 to seal and finish the Hub. Total cost of \$19,800. Completion date October 30, 2022
- Craftsman Floors Ltd (used by Christ King School) \$8652 for sand, seal & finish Community Hall. \$3,845 to seal and finish the Hub. Total cost of \$12,497.00. Completion date October 29, 2022

Tenders do not include GST or contingency.

**Motion 22:06:16**

Moved by Councillor Barros that the Town of Stettler Council award the sand, seal and refinish work of the Stettler Community Hall dance floor to Craftsman Floors Ltd. at \$8,652. Further, that as a result of the price received, Town Council approves the inclusion of the seal and finish work of the HUB floor to be completed as part of the 2022 Capital Budget and award to Craftsmen Floors at \$3,845, for a total cost of \$12,497.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked B. Robbins for his informative presentation.

B. Robbins left the meeting at 7:40 p.m.

- (b) 2022 Capital Budget Summary – May 31, 2022

**Motion 22:06:17**

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the 2022 Capital Budget Summary as of May 31, 2022 as presented.

MOTION CARRIED  
Unanimous

- (c) 2022 Budget Summary – May 31, 2022

**Motion 22:06:18**

Moved by Councillor Randell that the Town of Stettler Council accept the 2022 Budget Summary as of May 31, 2022 as presented.

MOTION CARRIED  
Unanimous

- (d) Bank Reconciliation – May 31, 2022

**Motion 22:06:19**

Moved by Councillor Baker that the Town of Stettler Council accept the Bank Reconciliation as of May 31, 2022 as presented.

MOTION CARRIED  
Unanimous

- (e) Bank Reconciliation for Vision Credit Union – May 31, 2022

**Motion 22:06:20**

Moved by Councillor Baker that the Town of Stettler Council accept the Bank Reconciliation from Vision Credit Union as of May 31, 2022 as presented.

MOTION CARRIED  
Unanimous

- (f) CAO Reports

**Motion 22:06:21**

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

MOTION CARRIED  
Unanimous

- (g) Meeting Dates

- **Thursday, July 30 – Community Builders Unveiling Ceremony – Pioneer Park – 3:00pm**  
- Tuesday, July 5 – Council – 6:30pm  
- Tuesday, July 19 – Council – 6:30pm  
- **Monday, July 25 – Communities in Bloom Judging Day**  
- Tuesday, August 2 – Council – 6:30pm  
- 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**  
- 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**
- Tuesday, December 13 – COW – 4:30pm
- Tuesday, December 20 – Council – 6:30pm

(h) Accounts Payable in the amount of \$583,157.45

**Motion 22:06:22**

Moved by Councillor Barros that the Accounts Payable in the amount of \$583,157.45 (\$6,474.40 + \$120,219.75 + \$2,281.44 + \$45,261.96 + \$408,919.90) for the period ending June 21<sup>st</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

June 8 – Talk of the Town  
June 8 -11 – Steel Wheel Stampede Volunteering  
June 10 – Signed Cheques at the Town Office  
June 10 – Seniors Week Visit at Willow Creek Lodge  
June 11 – Town & County Pancake Breakfast  
June 11 – Steel Wheel Stampede Parade  
June 14 – Committee of the Whole Meeting  
June 15 – Talk of the Town  
June 16 – Parks Advisory Committee Meeting  
June 17 – Signed Cheques at the Town Office  
June 20 – Stettler & District Ambulance Association  
June 21 – Stettler Recreation Centre Expansion Committee

(b) Councillor Baker

June 9 – Seniors Week Visit at Points West Lodge  
June 11 – Town & County Pancake Breakfast  
June 13 – Corporate Identity Meeting  
June 14 – Stettler Board of Trade Meeting  
June 14 – Committee of the Whole Meeting  
June 16 – Parks Advisory Committee

(c) Councillor Barros

June 11 – Town & County Pancake Breakfast  
June 11 – Steel Wheel Stampede Parade  
June 14 – Committee of the Whole Meeting  
June 18 – Stettler Health Foundation Golf Tournament  
June 20 – Rotary Farmer's Appreciation Dinner

(d) Councillor Lawlor

June 8 – Seniors Week Visit at Heart Haven  
June 11 – Steel Wheel Stampede Parade  
June 11 – Heartland Youth Centre Soapbox Derby  
June 14 – Stettler Board of Trade Meeting  
June 14 – Committee of the Whole Meeting  
June 15 – Stettler Library Board Meeting

June 20 – Stettler District Ambulance Association Meeting  
June 20 – Rotary Farmer’s Appreciation Dinner

(e) Councillor Pfeiffer

June 9 – Seniors Week Visit at Points West Lodge  
June 11 – Town & County Pancake Breakfast  
June 11 – Steel Wheel Stampede Parade  
June 13 – Stettler FCSS Meeting  
June 14 – Stettler Regional Board of Trade Meeting  
June 14 – Committee of the Whole Meeting  
June 15 – Economic Development Committee Meeting  
June 18 – Stettler Hospital Foundation Golf Tournament  
June 20 – Rotary Farmer’s Appreciation Dinner  
June 21 – Stettler Recreation Centre Expansion Committee

(f) Councillor Randell

June 8 – Seniors Week Visit at Heart Haven  
June 10 – Seniors Week Visit at Willow Creek  
June 11 – Town & County Pancake Breakfast  
June 11 – Steel Wheel Stampede Parade  
June 11 – Heartland Youth Centre Soapbox Derby  
June 13 – Stettler Museum Meeting  
June 14 – Committee of the Whole Meeting

(g) Councillor Smith

June 11 – Town & County Pancake Breakfast  
June 11 – Steel Wheel Stampede Parade  
June 13 – Stettler FCSS Meeting  
June 14 – Committee of the Whole Meeting  
June 16 – Parks Advisory Committee  
June 20 – Rotary Farmer’s Appreciation Night

**Motion 22:06:23**

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

MOTION CARRIED  
Unanimous

- 8. Minutes: (a) None
- 9. Public Hearing: (a) None
- 10. Bylaws: (a) None
- 11. Correspondence: (a) Resident Thank-You

**Motion 22:06:24**

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

MOTION CARRIED  
Unanimous

- 12. Items Added: (a) Committee of the Whole Recommendation – June 14, 2022

**Motion 22:06:25**

Moved by Councillor Randell that the Town of Stettler Council, subject to a new lease being signed by the Stettler Dirt Bikers Association, partner with the County of Stettler and supply excess materials for the reconstruction of the entryway and internal roadway, and further confirm that internal mowing would continue to be the responsibility of the Stettler Dirt Bikers Association.

MOTION CARRIED  
Unanimous

13. **In-Camera Session:** (a) Unightly Property – Third Party Information – FOIP – Section 16  
(b) Legal – Third Party Information – FOIP – Section 16

**Motion 22:06:26**

Moved by Councillor Lawlor that the Town of Stettler Council enter an In-Camera Session with the CAO, Assistant CAO, Director of Planning & Development, and Planning & Development Clerk present to discuss the In-Camera items.

MOTION CARRIED  
Unanimous at 7:59 p.m.

L. Graham and A. Stormoen left the meeting at 8:25p.m.

**Motion 22:06:27**

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

MOTION CARRIED  
Unanimous at 8:38 p.m.

**Motion 22:06:28**

Moved by Councillor Barros that the Town of Stettler Council authorize Mayor Nolls to execute the Settlement Agreement and Mutual Release for the 2009 Stettler Lagoon Aeration Pumping Station Project.

MOTION CARRIED  
Unanimous

14. **Adjournment:**

**Motion 22:06:29**

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

MOTION CARRIED  
Unanimous at 8:38 p.m.

\_\_\_\_\_  
Mayor

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



# Strategic Planning 2022

## Updates & Action Plans



# Parks Advisory Committee

## ***Goals & Actions Required***

- Establishing Working Group
- Confirm Working Group Guiding Principles
- Review Existing Plan(s)
- Identify New Features Required Including Maintenance & Upgrades
- Identify Quick Wins



# Parks Advisory Committee

## *Goals & Actions Required*

- Establishing Working Group ✓
- Confirm Working Group Guiding Principles ✓
- Review Existing Plan(s) ✓
- Identify New Features Required Including Maintenance & Upgrades ✓
- Identify Quick Wins ✓

# Working Group

Mayor Sean Nolls

Councillor Kurt Baker

Councillor Wayne Smith

Director of Parks & Leisure Services Allan King

Manager of Recreation & Culture Brad Robbins (Chair)

Communications Officer Lara Angus

***Meetings to Date: 1***

***Next Meeting: September 2022***

# Guiding Principles

1. Explore additional ideas from the 2022 Strategy Session as well as others for inclusion in future operating and/or capital budget approval processes
2. Consider Corporate Identity
3. Be mindful of operational dynamics
4. Create priorities for future Capital Budgets based on affordability
5. Collaborate with the Heartland Beautification Committee on shared opportunities
6. Incorporate local service groups later in the process



# Review Existing Plans

## 2006 Parks & Open Spaces Master Plan

Accomplishments	Remaining Areas of Improvement
2 Updated Playgrounds (WSP & Emmerson)	2 New Playgrounds
1 New Playground (East/Pirate Park)	Fas Gas Tot Lot Revitalization
Memorial Tree Park & Emmerson Green Space	Second Stage Track Refurbishment (Bleachers)
Sports Park Fields (2 Soccer, 1 Baseball, 3 Softball)	Outdoor Arena Refurbishment (2022)
Two-Phase Skate Park	Sports Field Turf Revitalization Plan
Memorial Tree Park Green Space	
Northeast Dog Park	
Community Gardens & Orchard	
Track Refurbishment	

# Takeaways

Although it is difficult to determine if the same action items would have been identified and completed without the Plan, the Committee agreed that the Plan helped guide large-scale decision making.

The Consensus was that it would be beneficial to see what other professional agencies might be interested in leading our community through a similar process.

# Identify New Features

The first Parks Advisory Committee Meeting included informal brainstorming for potential new features outside of previously identified plans and “quick wins.” Potential new features include:

- Disc Golf Course
- Southwest Dog Park
- New SW Tot Park and/or Playground
- West End Natural Area

# Quick Wins

## West Stettler Fountain

- The previous Parks Committee had collected information and logistics on the fountain addition.
- Quotes had been collected for various 7.5hp fountain options, but an update is required.
- The fountain would require the installation of a three-phase power pump, connecting to the pump shack. This installation would also prepare for future needs of the area.

## Action Items

Acquire quotes for both the pump installation and fountain.  
Coordinate with Council to identify a revised project budget.



# Pickleball

- There is a growing interest in pickleball in our community, as it is more accessible sport than tennis.
- The Tennis Court at William E. Hay is a shared facility, open to the public. Clearview has expressed their support for the inclusion of pickleball lines on the pre-existing court.

## Action Items

Currently seeking quotes to paint pickleball lines over the current tennis court.



# West Stettler Gazebo

- The WSP Gazebo has reached the point in its life-cycle where maintenance is required.
- A roofing upgrade and wind shields are the prioritized upgrades.
- Other improvements will be minor and largely aesthetic based.

## Action Items

Currently pricing new wind shields.



# Fas Gas Tot Lot

- The community's oldest playground.
- Previously identified as a high priority for upgrade.
- Funding partnerships with community service groups are a possibility.

## Action Items

*TBD*



# Signage Upgrade

- Signage was addressed multiple times at the 2022 Strategic Planning Session, including signs within Town parks and green spaces.
- The Corporate Identity Committee is currently in the initial stage of creating a Signage Master Plan.
- Parks-related signage would include branded entry and wayfinding signage.
- This has also been identified as an opportunity to re-name individual fields.

## Action Items

Upon direction from the Corporate Identity Committee, collaborate on park signage standards.







# SRC Expansion Plan/Multi-Use Facility

## *Goals & Actions Required*

- Establish Working Group
- Consider Revisiting SRC Expansion Plan
- Explore Funding Options



# SRC Expansion Plan/Multi-Use Facility

## *Goals & Actions Required*

- Establish Working Group ✓
- Consider Revisiting SRC Expansion Plan ✓
- Explore Funding Options ✓

# Working Group

Mayor Sean Nolls

Councillor Gord Lawlor

Councillor Scott Pfeiffer

CAO Greg Switenky

Director of Planning & Development Leann Graham

Manager of Recreation & Culture Brad Robbins (Chair)

***Meetings to Date: 1***

***Next Meeting: September 2022***

# Progress to Date

1. Reviewed Planning Accumulated by Previous Committee
  - Brick and Mortar building linking to current facility was listed as ideal structure.
2. Reviewed Previous Funding Model
3. Discussed Alternate Building Options and New Funding Models Based on Current Political Environment
  - Possibility to change ideal model (no fieldhouse) and simply accommodate a walking track & enhanced arena seating.
  - Possibility to facilitate a detached fieldhouse.

## Action Items

With direction from the Committee, Administration will pursue pricing options from Sprung Structures and Eagle Builders.



# Office Meeting Space

## *Goals & Actions Required*

- Identify Layout Options
- Get Cost Estimates
- Create Proposed Budget
- Commence Structural Components
- Commence IT Components



# Office Meeting Space

## *Goals & Actions Required*

- Identify Layout Options ✓
- Get Cost Estimates ✓
- Create Proposed Budget
- Commence Structural Components
- Commence IT Components

# Working Group

Assistant CAO Steven Gerlitz

Director of Planning & Development Leann Graham

Director of Operations Melissa Robbins

G.I.S Coordinator Graham Scott

Communications Officer Lara Angus

IT Coordinator Andrew Sommerville

***Meetings to Date: 3***

***Next Meeting: August 2022***

# Identify Layout Options

The Committee reviewed the following location options:

- ‘Snack Room’ and Spare Office
- Basement
- Work Room (divided)

After reviewing virtual layouts designed by the G.I.S Coordinator, it was agreed that dividing the Work Room was the most viable option, allowing our organization room to grow.



# Assemble Cost Estimates

Cost implications of the selected layout include:

- Dividing the work room
- New tracks for the rolling filing system
- Electrical reconfiguration
- Confirming sufficient lighting and ventilation
- Enabling technology

An initial electrical quote has been received. The Committee is awaiting a construction quote from a general contractor.

# Next Steps

1. Assess the best fit for our technology requirements and request quotes.
2. Compile all quotes and create a proposed budget.
3. Attend Council and present proposed construction plan and budget.



# Stettler as a Christmas Destination

## *Goals & Actions Required*

- Establish Working Group Expectations
- Brainstorm Ideas and Desired Outcomes
- Identify Responsibilities Between the Town and Board of Trade
- Create Participatory Plan
- Facilitate Private Cooperation

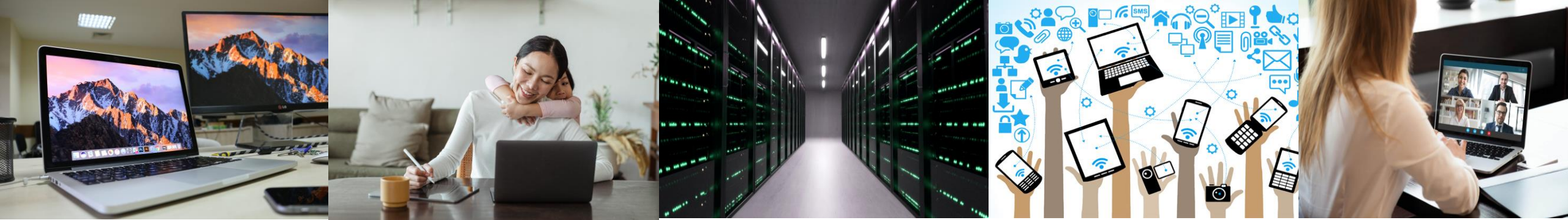
# Working Group

Executive Director of the Regional Board of Trade

Manager of Recreation & Culture Brad Robbins

Communications Officer Lara Angus

***First Meeting: September 2022***



# IT Upgrade and Integration Advisory

## ***Goals & Actions Required***

- Identify Priority Staff for Remote Access
- Prioritize Overall Technology Upgrades, Testing & Security
- Compile Cost Estimates and Timelines
- Provide 2022/2023 Budget Options

# Working Group

Assistant CAO Steven Gerlitz

Director of Operations Melissa Robbins

Director of Planning & Development Leann Graham

Manager of Accounting & Financial Services Kim Hymers

Manager of Recreation & Culture Brad Robbins

G.I.S. Coordinator Graham Scott

I.T. Coordinator Andrew Sommerville

Communications Coordinator Lara Angus

***First Meeting: Following Direction from the Internal Meeting Room Committee***

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76209	76210
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	76209	2022-06-17	\$70,094.90
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Town Tax Remittance	PP12-22	\$55,371.77	
Town Tax Remittance	PP12-22.	\$8,763.02	
BOT Tax Remittance	PP12-22.BOT	\$2,590.57	
Library Tax Remittance	PP12-22.LIBRAR	\$3,369.54	
-----			
Receiver General for Canada	76210	2022-06-17	\$327.23
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Garnishee	PP12-22	\$327.23	
			-----
Total Cheques			\$70,422.13
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76211	76217
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Kubke, Josh	76211	2022-06-24	\$116.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Water refund Util AC Cr Bal	2022.06.16	\$116.00	
-----			
Noyle, Janet	76212	2022-06-24	\$37.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Water Refund Util AC Cr Bal	2022.06.15	\$37.00	
-----			
Simon, Kimberly	76213	2022-06-24	\$600.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Other Jul 6 Park Entertainment	2022.05.11	\$600.00	
-----			
Stettler Auction Mart 2016 Ltd 76214	2022-06-24	\$53.97	
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Mun Plan IDP Openhouse Coffee	2022.05.31	\$53.97	
-----			
Strome, Ashley	76215	2022-06-24	\$96.45
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Refund Jun TXDD payment	2022.06.10	\$96.45	
-----			
Town of Stettler - Petty Cash 76216	2022-06-24	\$254.55	
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Office Lotto & Postage	2022.06.15	\$254.55	
-----			
Town Trophy & Gifts	76217	2022-06-24	\$92.40
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Council 2 Name Bars & Plates	15647	\$92.40	
-----			
Total Cheques			\$1,250.37
			=====



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76218	76221
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	76218	2022-06-30	\$63,812.23
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Town Tax Remittance	PP13-22	\$49,369.40	
Town Tax Remittance	PP13-22.	\$8,574.69	
BOT Tax Remittance	PP13-22.BOT	\$2,528.92	
Library Tax Remittance	PP13-22.LIBRAR	\$3,339.22	
=====			
Receiver General for Canada	76219	2022-06-30	\$327.23
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Garnishee	PP13-22	\$327.23	
=====			
T.A.K. Oilfield Sales & Servic	76220	2022-06-30	\$3,630.31
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Refund Payment made in error	2022.06.28	\$3,630.31	
=====			
Waddell, Thomas & Marci	76221	2022-06-30	\$1,940.41
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Refund Double Payment on Tax	2022.06.28	\$1,940.41	
-----			
	Total Cheques		\$69,710.18
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0004839	EFT0004864
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Action Plumbing & Excavating	EFT0004839	2022-06-28	\$3,668.37
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Oil & Freight	I030348	\$1,508.85	
Sewer Blocked Town Service Lin	W37961	\$156.45	
SRC Boiler Maintance	W37994	\$939.79	
SRC Fountain Repair	I030486	\$14.18	
Pool Equipment Repair parts	I030483	\$28.10	
Lions Campground Sewer Drain C	I030414	\$25.12	
Admin S/C	2022.05	\$1.86	
SRC 2 Flush Covers	I030248	\$92.84	
SRC Repair Leak on Zamboni	W38062	\$901.18	
-----	-----	-----	
Aluma Systems Inc.	EFT0004840	2022-06-28	\$1,738.30
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint Training Sessio	951739206	\$787.50	
Fire Joint Training/First Insp	951714493	\$787.50	
Fire Joint Anchor & Well Pulle	951739177	\$163.30	
-----	-----	-----	
AMSC Insurance Services Ltd.	EFT0004841	2022-06-28	\$3,964.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire/Council/Volunteer Insuran	2022VFIS-121	\$3,964.00	
-----	-----	-----	
APEX Supplementary Pension Pla	EFT0004842	2022-06-28	\$424.87
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Supplementary Pension Plan Tr	PP12-22	\$424.87	
-----	-----	-----	
Canadian Union of Public Emplo	EFT0004843	2022-06-28	\$907.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Union Dues	PP12-22	\$907.50	
-----	-----	-----	
Caro Analytical Services	EFT0004844	2022-06-28	\$210.73
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Water Analysis	IC211531	\$37.18	
WTP Water Analysis	IC2211814	\$173.55	
-----	-----	-----	
Cheri's Ultimate Cleaning Serv	EFT0004845	2022-06-28	\$1,318.27
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint May Janitor Service	579850	\$255.15	
Shop May Janitor Services	579849	\$1,063.12	
-----	-----	-----	
Clearview Public Schools	EFT0004846	2022-06-28	\$2,633.70
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Joint Office May Expenses	6630		\$2,633.70
===== East Central Alberta Catholic	EFT0004847	2022-06-28	\$41,671.36
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr 2022 School Requisitio	12855	\$41,671.36	
===== Gitzel & Company	EFT0004848	2022-06-28	\$21,525.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Year End Audit	67992	\$21,525.00	
===== Hach Sales & Service Ltd.	EFT0004849	2022-06-28	\$1,258.48
Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies & Freight	286005	\$564.14	
WTP Lab Supplies	284577	\$92.91	
WTP CL17 Cleaning Kits	284768	\$52.46	
WTP DPD Free Reagent	286345	\$341.04	
WTP Lab Supplies	287712	\$207.93	
===== Heartland Express	EFT0004850	2022-06-28	\$437.80
Invoice Description	Invoice Number	Invoice Amount	
Shop Freight	13074	\$174.68	
Shop & Water Freight	13158	\$111.16	
Shop Freight	13184	\$112.56	
Shop Freight	13225	\$39.40	
===== IJD Inspections Ltd.	EFT0004851	2022-06-28	\$1,663.35
Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Building Permits	05-2022	\$1,663.35	
===== Lawlor, Gord	EFT0004852	2022-06-28	\$78.00
Invoice Description	Invoice Number	Invoice Amount	
Council Travel Parkland Region	2022.06.07	\$78.00	
===== McCrindle, Sarah	EFT0004853	2022-06-28	\$182.70
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2022.05.21	\$182.70	
===== Meridian OneCap Credit Corp	EFT0004854	2022-06-28	\$786.90
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopier Lease	220612-663948	\$786.90	
===== R & E Elevator Ltd.	EFT0004855	2022-06-28	\$328.50
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Reg Maintenance	27146	\$328.50	
===== Rally Rentals	EFT0004856	2022-06-28	\$110.25
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Park Rented Trailer for flower	31037		\$110.25
Receiver General for Canada	EFT0004857	2022-06-28	\$271,803.00
Invoice Description	Invoice Number	Invoice Amount	
RCMP Policing Agreement 4th Qt	7004235	\$271,803.00	
Stettler Flooring	EFT0004858	2022-06-28	\$42.89
Invoice Description	Invoice Number	Invoice Amount	
SRC Painting Supplies	72009	\$42.89	
Stettler & District Handibus	EFT0004859	2022-06-28	\$188.94
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage May Utilities	3675	\$188.94	
Stettler Registry Services Ltd	EFT0004860	2022-06-28	\$259.00
Invoice Description	Invoice Number	Invoice Amount	
Roads Drivers Abstract	SR300013948	\$20.25	
Roads Intransit Permit	SR300014360	\$29.25	
Wellness Register Trailer	SR400006149	\$114.25	
Parks 6 Drivers Abstracts	CT500004834	\$95.25	
Uptown Office Supply Ltd.	EFT0004861	2022-06-28	\$675.84
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	03796B	\$38.94	
Office Stationery	03915B	\$12.52	
Office Stationery	03921B	\$14.24	
RCMP 2 Receipt Books	03914B	\$28.48	
Trans 4 pkg of paper	03836B	\$24.99	
Water Stationery	03918B	\$76.60	
Water 2 black toners	03759B	\$146.90	
P&D Postcard Materials	03817B	\$86.47	
Computer Xerox Waste Toner	03919B	\$183.75	
P&L 1 case of paper	03908B	\$62.95	
Stettler Vet Clinic	EFT0004862	2022-06-28	\$439.12
Invoice Description	Invoice Number	Invoice Amount	
Bylaw May Vet Clinic Fees	805852	\$234.73	
Shop Cat Yearly Maintenance	805257	\$204.39	
Vortex Production Services Ltd	EFT0004863	2022-06-28	\$417.38
Invoice Description	Invoice Number	Invoice Amount	
WTP Lantern Rings	SPS0212492	\$417.38	
Wet Water Industries Ltd.	EFT0004864	2022-06-28	\$179.42
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Service Call Water	AR39039	\$102.53	
Fire Joint Jul Wtr Treat Equip	AR39559	\$76.89	
Total Cheques			\$356,913.67

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000548
Cheque Date	First	Last		ONL000553

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Corporate Payment Systems	ONL000548	2022-06-30	\$12,848.33
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	SRC Janitor Supplies/Parks Too	2022.06.06.343	\$1,014.96
	P&L TOS BBQ Supplies, Hitch	2022.06.06.312	\$505.55
	BOT Corporate Visa	2022.06.06.BOT	\$2,298.94
	Fitness Area Special Event Sup	2022.06.06.768	\$49.71
	Fire Jnt Training Meals & Room	2022.06.06.655	\$796.18
	Council & Admin Meals Meeting	2022.06.06.758	\$26.23
	P&L Coffee Supplies/Fitness Ar	2022.06.06.981	\$399.26
	Cemetery Nails/Parks Wash	2022.06.06.492	\$18.37
	PR Staff Spring Barn Dance Sup	2022.06.06.164	\$231.02
	Fire Joint Lunch Room Supplies	2022.06.06.292	\$3,263.10
	Pool Facility Cap & Flex Tape	2022.06.06.762	\$31.05
	Admin Summer Leaders Caucus	2022.06.06.767	\$815.71
	GIS Meals & Room SLGM Confer	2022.06.06.425	\$1,192.59
	PR Spring Barn Dance Supplies	2022.06.06.763	\$222.97
	WTP 5 Drill Bits, Anchor Bolts	2022.06.06.832	\$1,123.40
	Sewer Lunch/Water Training	2022.06.06.149	\$444.02
	Trans ICS 100 Course/Trans	2022.06.06.051	\$122.29
	Water Resurface Leads #151	2022.06.06.623	\$292.98
-----			
Rogers	ONL000549	2022-06-30	\$170.10
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Fire Joint Data 06.19-07.18	2481312793	\$170.10
-----			
Shaw Cable	ONL000550	2022-06-30	\$73.50
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Comm Hall WiFi Jul 17 - Aug 16	2022.06.17	\$73.50
-----			
Shaw Cable	ONL000551	2022-06-30	\$288.75
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	SRC WiFi Jul 15 - Aug 14	2022.06.15	\$288.75
-----			
Telus Communications	ONL000552	2022-06-30	\$2,887.15
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Telus Jun 22 to Jul 21, 2022	2022.06.23	\$2,887.15
-----			
Telus Mobility Inc.	ONL000553	2022-06-30	\$1,186.95
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Telus Mobility Jun 22 - Jul 21	2022.06.21	\$1,186.95
-----			
	Total Cheques		\$17,454.78
			=====

**MINUTES OF THE STETTLER DISTRICT AMBULANCE ASSOCIATION MEETING HELD ON MONDAY, JUNE 20, 2022 COMMENCING AT 10:00 A.M. IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA AND VIA TELECONFERENCE.**

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**PRESENT:** Dave Grover, County of Stettler Councillor (Chairperson)  
Justin Stevens, County of Stettler Councillor  
Gord Lawlor, Town of Stettler Councillor (Vice Chairperson)  
Sean Nolls, Town of Stettler Councillor  
Amber Hoogenberg, Village of Big Valley

**Other:** Linda Borg, Shift Supervisor  
Yvette Cassidy, Chief Administrative Officer  
Michelle Hoover, Legislative Assistant  
Jarrett Kushner, Manager of Information Systems  
Marlene Hanson, Executive Assistant  
Christa Cornelssen, Director of Corporate Services  
Teresa Walker, Accounting Technician  
Peggy Weinzierl

**ABSENT:** Blaine Brinson, Summer Village of Rochon Sands  
Ed Waugh, Summer Village of White Sands  
Doug Brooker, Village of Donaldda  
Greg Switenky, Town of Stettler CAO

**CALL TO ORDER**

The meeting was called to order at 10:00 a.m. on Monday, June 20, 2022 by Chairperson Dave Grover.

**AGENDA ADDITIONS AND APPROVAL**

**52.06.20.22 Moved by Sean Nolls**  
“that the June 20, 2022 Stettler District Ambulance Association Meeting agenda be approved as presented.” Carried Unanimously

**MINUTE APPROVAL**

**53.06.20.22 Moved by Gord Lawlor**  
“that the March 21, 2022 Stettler District Ambulance Association Meeting Minutes be approved as presented.” Carried Unanimously

**DELEGATIONS**

Peggy Weinzierl, Gitzel & Company Chartered Professional Accountants  
RE: Presentation of 2022 Audited Financial Statements:  
Peggy Weinzierl presented the Stettler District Ambulance Association members with the audited financial statements for the year ending March 31, 2022.

**IN-CAMERA SESSION**

**54.06.20.22 Moved by Sean Nolls**  
“that the Stettler District Ambulance Association Board enter into an In-Camera session at 10:15 a.m.” Carried Unanimously

Yvette Cassidy, Michelle Hoover, Jarrett Kushner, Christa Cornelssen, Teresa Walker, Linda Borg and Marlene Hanson left the meeting.

**55.06.20.22 Moved by Amber Hoogenberg**  
“that the Stettler District Ambulance Association Board exit out of In-Camera Meeting at 10:25 a.m.” Carried Unanimously

**NEW BUSINESS**

Approve March 31, 2022 Audited Financial Statements:

56.06.20.22

**Moved by Justin Stevens**

“that the Stettler District Ambulance Association Board approve the March 31, 2022 Audited Financial Statements for the year ending March 31, 2022 as prepared and presented by Gitzel & Company Chartered Professional Accountants.” Carried Unanimously

Appoint Auditor for 2022-2023 Financial Year:

57.06.20.22

**Moved by Gord Lawlor**

“that the Stettler District Ambulance Association Board appoint Gitzel & Company Chartered Professional Accountants as the Stettler District Ambulance Association’s 2022-2023 Auditor.” Carried Unanimously

The meeting recessed at 10:32 a.m.

The meeting reconvened at 10:34 a.m. with Teresa Walker not rejoining the meeting.

**BUSINESS ARISING FROM THE MINUTES**

None

**NEW BUSINESS Continued . . .**

Signing Authority:

58.06.20.22

**Moved by Amber Hoogenberg**

“that the Stettler District Ambulance Association’s Signing Authority be the Chairperson, Vice Chairperson, Appointed Representative Justin Stevens or Appointed Representative Sean Nolls; together with SDAA Chief Administrative Officer Yvette Cassidy or Director of Municipal Services Andrew Brysiuk or Director of Communications Niki Thorsteinsson.” Carried Unanimously

**REPORTS**

Payment Register and Bank Reconciliation Reports:

59.06.20.22

**Moved by Justin Stevens**

“that the Stettler District Ambulance Association’s Payments Register for the payments posted between March 1 and May 31, 2022, attached and forming part of these minutes, to be approved as presented.” Carried Unanimously

60.06.20.22

**Moved by Gord Lawlor**

“that the Stettler District Ambulance Association’s Bank Reconciliation and Reserves for the periods ending March 31 and April 29, 2022, attached and forming part of these minutes, to be approved as presented.”

Carried Unanimously

Peggy Weinzierl left the meeting at 10:37 a.m.

Manager's Report, Quarterly Newsletter and the Annual Report:

Discussion took place regarding difficulty hiring and staff turnover identifying uniform expenses, etc. It was noted that AHS is our main competitor, and that the SDAA does pay the employees more with better benefits. It was noted that labor issues is always a challenge.

61.06.20.22

**Moved by Amber Hoogenberg**

“that the Stettler District Ambulance Association advertise the Member at Large Position and present at the next meeting.” Carried Unanimously

**62.06.20.22 Moved by Sean Nolls**  
“that the Stettler District Ambulance Association Manager's Report dated June 20, 2022; the Quarterly Newsletter for June, 2022; and the 2021-22 Annual Report be received for information.” Carried Unanimously

**CONSENT AGENDA ITEMS**

**63.06.20.22 Moved by Sean Nolls**  
“that the following Stettler District Ambulance Association Board Consent Agenda Items for the June 20, 2022 Meeting be received for information:  
1. AHS Provincial EMS Service Planning  
RE: Current State Survey  
2. AHS Provincial EMS Service Planning  
RE: Future Planning Working Groups.” Carried Unanimously

**IN-CAMERA SESSION**

**64.06.20.22 Moved by Justin Stevens**  
“that the Stettler District Ambulance Association Board enter into an In-Camera session at 10:57 a.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as:  
*FOIPPA Section 25: Disclosure harmful to economic and other interests of a public Body*  
RE: AHS Contract.” Carried Unanimously

**65.06.20.22 Moved by Sean Nolls**  
“that the Stettler District Ambulance Association Board exit out of In-Camera Meeting at 11:32 a.m.” Carried Unanimously

**NEXT MEETING**

The next meeting of the Stettler District Ambulance Association is scheduled for Monday, September 19, 2022 at 10:00 a.m.

**ADJOURNMENT**

**66.06.20.22 Moved by Justin Stevens**  
“that the Stettler District Ambulance Association Meeting adjourn at 11:33 a.m.” Carried Unanimously

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Chairperson

---

Administrator



**STETTLER DISTRICT AMBULANCE ASSOCIATION**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED MARCH 31, 2022**

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

	Page
Management's Responsibility for Financial Reporting	1
Independent Auditors' Report	2 - 3
Statement of Financial Position	4
Statement of Operations	5
Statement of Changes in Financial Assets (Debt)	6
Statement of Cash Flow	7
Schedule I – Changes in Accumulated Surplus	8
Notes to Financial Statements	9 - 16

**MANAGEMENTS' RESPONSIBILITY FOR  
FINANCIAL REPORTING**

Management of the Stettler District Ambulance Association is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the association's financial position as at March 31, 2022 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgements. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.


In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

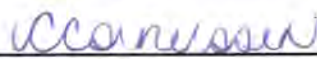
These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

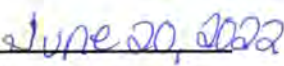
The Board carries out its responsibilities for review of the financial statements principally through board meetings. They meet with management and the external auditors to discuss the results of audit examinations and financial reporting matters.

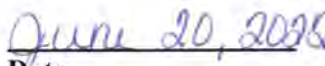
The external auditors have full access to the Board with and without the presence of management. The association Board has approved the financial statements.

The financial statements have been audited by Gitzel & Company, Chartered Professional Accountants, independent external auditors appointed by the association. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the association's financial statements.

  
\_\_\_\_\_  
**Chief Administrative Officer**

  
\_\_\_\_\_  
**Financial Officer**

  
\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**Date**

## INDEPENDENT AUDITORS' REPORT

TO: The Board Members  
Stettler District Ambulance Association

### Opinion

We have audited the financial statements of Stettler District Ambulance Association, which comprise the statement of financial position as at March 31, 2022 and the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended March 31, 2022 and notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the association as at March 31, 2022, the results of its operations, change in its net financial assets (debt) and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the ability of the association to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the association's financial reporting process.

## Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditors' report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Stettler, Alberta  
June 20, 2022

  
CHARTERED PROFESSIONAL ACCOUNTANTS

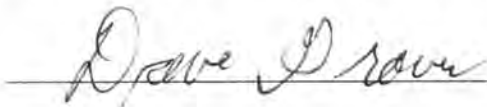
# STETTLER DISTRICT AMBULANCE ASSOCIATION

## STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2022

	2022	2021
<b>FINANCIAL ASSETS</b>		
Cash	\$ 642,402	\$ 687,289
Accounts receivable (Note 3)	59,713	71,376
GST receivable	<u>6,487</u>	<u>10,448</u>
	<u>708,602</u>	<u>769,113</u>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	39,847	27,661
Wages & benefits payable	93,570	155,553
Due to related parties (Note 4)	<u>103,958</u>	<u>106,816</u>
	<u>237,375</u>	<u>290,030</u>
<b>NET FINANCIAL ASSETS (DEBT)</b>	<u>471,227</u>	<u>479,083</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 5)	572,828	638,214
Prepaid expenses	<u>6,930</u>	<u>12,503</u>
	<u>579,758</u>	<u>650,717</u>
<b>ACCUMULATED SURPLUS (Schedule 1) (Note 6)</b>	\$ <u>1,050,985</u>	\$ <u>1,129,800</u>

APPROVED ON BEHALF OF THE BOARD:



# STETTLER DISTRICT AMBULANCE ASSOCIATION

## STATEMENT OF OPERATIONS

FOR THE YEAR ENDED MARCH 31, 2022

	Budget (unaudited)	2022	2021
<b>REVENUE</b>			
Alberta Health Services	\$ 1,686,707	\$ 1,686,707	\$ 1,686,707
Ambulance service (Note 7)	204,216	252,799	258,827
Donations and recoveries	2,000	6,983	7,975
Interest	5,500	4,965	4,980
Gain on disposal	-	10,000	-
	<u>1,898,423</u>	<u>1,961,454</u>	<u>1,958,489</u>
<b>EXPENDITURES</b>			
Administration	185,298	185,298	185,298
Advertising	2,791	456	50
Amortization	91,800	65,387	92,260
Bad debts	6,500	33,813	42,878
Building repairs	8,890	2,173	8,045
Communications	4,424	3,939	636
Dues and fees	8,779	9,735	8,740
Insurance and license	11,051	12,252	20,551
Meals and mileage	15,593	8,830	7,688
Medical equipment maintenance	5,217	17,743	12,811
Medical supplies	44,660	60,671	66,865
Office	21,646	14,009	12,586
Professional fees	13,200	6,819	9,211
Rent	42,120	42,120	42,120
Staff education	11,162	3,762	414
Telephone & utilities	23,260	19,660	21,766
Uniforms	5,666	8,945	9,063
Vehicle - fuel	34,316	48,405	32,439
-repairs & maintenance	23,862	49,464	22,805
Wages and benefits	1,334,848	1,446,788	1,483,259
	<u>1,895,083</u>	<u>2,040,269</u>	<u>2,079,485</u>
<b>EXCESS REVENUES OVER EXPENDITURES</b>	3,340	(78,815)	(120,996)
<b>ACCUMULATED SURPLUS - BEGINNING OF YEAR</b>		<u>1,129,800</u>	<u>1,250,796</u>
<b>ACCUMULATED SURPLUS - END OF YEAR</b>		<u>\$ 1,050,985</u>	<u>\$ 1,129,800</u>

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## STATEMENT OF CHANGES IN FINANCIAL ASSETS (DEBT)

FOR THE YEAR ENDED MARCH 31, 2022

	2022	2021
<b>EXCESS (SHORTFALL) OF REVENUES OVER EXPENSES</b>	\$ <u>(78,815)</u>	\$ <u>(120,996)</u>
<b>CHANGES IN NON-FINANCIAL ASSETS</b>		
Acquisition of tangible capital assets	-	(92,022)
Amortization	65,387	92,260
Net use (acquisition) of prepaid assets	<u>5,572</u>	<u>(758)</u>
	<u>70,959</u>	<u>(520)</u>
<b>INCREASE (DECREASE) IN NET FINANCIAL ASSETS</b>	(7,856)	(121,516)
<b>NET FINANCIAL ASSETS (DEBT) - BEGINNING OF YEAR</b>	<u>479,083</u>	<u>600,599</u>
<b>NET FINANCIAL ASSETS (DEBT) - END OF YEAR</b>	\$ <u><u>471,227</u></u>	\$ <u><u>479,083</u></u>



# STETTLER DISTRICT AMBULANCE ASSOCIATION

## STATEMENT OF CASH FLOW

FOR THE YEAR ENDED MARCH 31, 2022

	2022	2021
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenditure	\$ (78,815)	\$ (120,996)
Non-cash items included:		
Amortization	65,387	92,260
Gain on disposal	(10,000)	-
Change in non-cash current assets and liabilities:		
Accounts receivable	11,663	(10,663)
GST receivable	3,961	(3,267)
Prepaid expenses	5,572	(758)
Accounts payable and accrued liabilities	12,186	18,876
Wages and benefits payable	(61,983)	40,141
Due to related parties	<u>(2,858)</u>	<u>4,842</u>
Cash provided by (used in) operating activities	<u>(54,887)</u>	<u>20,435</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of tangible capital assets	-	(92,022)
Sale of tangible capital assets	<u>10,000</u>	<u>-</u>
Cash provided by (used in) investing activities	<u>10,000</u>	<u>(92,022)</u>
<b>CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR</b>	(44,887)	(71,587)
<b>CASH AND EQUIVALENTS – BEGINNING OF YEAR</b>	<u>687,289</u>	<u>758,876</u>
<b>CASH AND EQUIVALENTS – END OF YEAR</b>	\$ <u>642,402</u>	\$ <u>687,289</u>

**STETTLER DISTRICT AMBULANCE ASSOCIATION**

**SCHEDULE 1 – CHANGES IN ACCUMULATED SURPLUS**

**FOR THE YEAR ENDED MARCH 31, 2022**

	2022				2021
	Equity in Tangible Capital Assets (Note 8)	Reserves (Note 9)	Unrestricted Net Assets	Total	Total
<b>BALANCE - BEGINNING OF YEAR</b>	\$ 638,214	\$ 490,000	\$ 1,586	\$ 1,129,800	\$ 1,250,796
Excess (deficiency) of revenue over expenditures	-	-	(78,815)	(78,815)	(120,996)
Transfer from reserves	-	17,067	(17,067)	-	-
Tangible capital assets purchased	-	-	-	-	-
Amortization	<u>(65,386)</u>	<u>-</u>	<u>65,386</u>	<u>-</u>	<u>-</u>
<b>BALANCE - END OF PERIOD</b>	\$ <u>572,828</u>	\$ <u>507,067</u>	\$ <u>(28,910)</u>	\$ <u>1,050,985</u>	\$ <u>1,129,800</u>

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting and Auditing Board of the Chartered Professional Accountants of Canada. Because a precise determination of many assets and liabilities is dependent upon future events, the preparation of financial statements for a period necessarily involves the use of estimates which have been made using careful judgment. Actual results could differ from these estimates.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of significant accounting policies adopted as follows:

#### (a) Reporting Entity

Stettler District Ambulance Association was founded to provide ambulance services for the residents of participating municipalities and is governed by the Ambulance Services Act. Stettler District Ambulance Association was incorporated under the Societies Act of the Province of Alberta on June 19, 1972. The association is funded by a contract with Alberta Health Services and individuals receiving services.

#### (b) Basis of Accounting

The basis of accounting followed in the financial statement presentation includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenditures in the period the goods and services are acquired and a liability is incurred with the exception of pension expenditures as disclosed in Note 1(f).

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

#### (c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

#### (c) Use of Estimates - Continued

Amortization is based on the estimated useful lives of property and equipment. Allowance for doubtful accounts is based on those accounts receivable outstanding greater than 365 days. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.

#### (d) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post – remediation including operation, maintenance and monitoring.

#### (e) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of and exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, any eligibility criteria have been met by the association, and reasonable estimates of the amounts can be made.

#### (f) Pension Expenditure

The association participates in a multi-employer defined benefit pension plan. The plan is accounted for as a defined contribution plan.

Contributions for current and past service pension benefits are recorded as expenditures in the year in which they become due.

#### (g) Allowances for Operating Assets

Allowances for asset valuations are netted against the related asset. Increases in allowances are recorded as an expenditure while decreases in allowances are recorded as a revenue.

#### (h) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and accounts with banks.

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

(i) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets (Debt) for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which included all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land Improvements	15 - 25
Buildings	25 - 50
Machinery and Equipment	5 - 25
Vehicles	10 - 25

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are received at fair value at the date of receipt and also recorded as revenue.

(j) Equity in Tangible Capital Assets

Equity in tangible capital assets represents the Association's investment in its total tangible capital assets net of related debt.

(k) Reserves

Reserves are established at the discretion of the Board to set aside funds for future operating and capital expenditures. Transfers to and/or from reserves are recorded on the statement of changes in net assets.

(n) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the association has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 2. ACCOUNTING PRONOUNCEMENTS PUBLISHED BUT NOT YET ADOPTED

The following accounting standards have been issued by the Chartered Professional Accountants of Canada but are not yet effective. Management is currently evaluating the effect of adopting these standards on the financial statements.

- (a) Section PS 1201 - Financial Statement Presentation  
This section provides guidance on general reporting principles and disclosure of information in financial statements. Effective for the fiscal years beginning on or after April 1, 2022.
- (b) Section PS 2601 - Foreign Currency Translation  
This section establishes standards on how to account for and report transactions that are denominated in foreign currency. Effective for the fiscal years beginning on or after April 1, 2022.
- (c) Section PS 3041 - Portfolio Investments  
This section establishes standards on how to account for and report portfolio investments in government financial statements. Effective for the fiscal years beginning on or after April 1, 2022.
- (d) Section PS 3050 – Loans Receivable  
This section establishes standards on how to account for and report loans receivable in government financial statements. The standards apply to loans to borrowers outside of the government reporting entity. Effective for the fiscal years beginning on or after April 1, 2022.
- (e) Section PS 3160 – Public Private Partnerships  
This section establishes standards on accounting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner. Effective for the fiscal years beginning on or after April 1, 2023.
- (f) Section PS 3450 – Financial Instruments  
This section establishes guidance on the recognition, measurement and disclosure requirements for financial instruments. Effective for the fiscal years beginning on or after April 1, 2022.
- (g) Section PS 3280 – Asset Retirement Obligations  
This section establishes standards on how to account for a liability for retirement of a tangible capital asset. Effective for the fiscal years beginning on or after April 1, 2022.
- (h) Section PS 3400 – Revenue  
This new section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. Effective for the fiscal years beginning on or after April 1, 2023.
- (i) Section PSG – 8 – Purchased Intangibles  
This section establishes standards on how to recognize and record purchased intangibles that meet the definition of an asset. Effective for the fiscal years beginning on or after April 1, 2023.

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 3. ACCOUNTS RECEIVABLE

	2022	2021
Trade accounts receivable	\$ 390,842	\$ 368,692
Allowance for doubtful accounts	<u>(331,129)</u>	<u>(297,316)</u>
	<u>\$ 59,713</u>	<u>\$ 71,376</u>

### 4. RELATED PARTY TRANSACTIONS

The Association has a contractual obligation with the County of Stettler to pay for administrative services on a quarterly basis based on actual costs. This contract was set to expire in October 2021. For the year ended March 31, 2022, \$185,298 (2021 - \$185,298) was paid to the County of Stettler for administrative services. The association also paid building rent of \$42,120 (2021 - \$42,120) to related municipal parties.

At year end, \$80,569 (2021 - \$83,352) was owed to the County of Stettler, \$20,180 (2021 - \$20,255) was owed to the Town of Stettler and \$3,209 (2021 - \$3,209) was owed to other related municipalities for various trade accounts payable. These municipalities are the participating members of the association.

Related party transactions are recorded at exchange amounts with regular terms of payment.

### 5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	2022	2021
Buildings	\$ 376,607	\$ 136,152	\$ 240,455	\$ 247,524
Equipment	282,412	157,026	125,386	143,147
Automotive	<u>585,266</u>	<u>378,279</u>	<u>206,987</u>	<u>247,543</u>
	<u>\$ 1,244,285</u>	<u>\$ 671,457</u>	<u>\$ 572,828</u>	<u>\$ 638,214</u>

### 6. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2022	2021
Unrestricted surplus (deficit)	\$ (28,910)	\$ 1,586
Restricted surplus: (Note 9)		
Operating	177,067	160,000
Capital	330,000	330,000
Equity in tangible capital assets	<u>572,828</u>	<u>638,214</u>
	<u>\$ 1,050,985</u>	<u>\$ 1,129,800</u>

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 7. AMBULANCE SERVICE

Ambulance service revenue is earned by providing service to the following:

	Budget (unaudited)	2022	2021
Alberta Blue Cross	\$ 153,346	\$ 166,435	\$ 168,960
Hospitals and individuals	<u>50,870</u>	<u>86,364</u>	<u>89,867</u>
	<u>\$ 204,216</u>	<u>\$ 252,799</u>	<u>\$ 258,827</u>

### 8. EQUITY IN TANGIBLE CAPITAL ASSETS

	2022	2021
Tangible capital assets (Note 5)	\$ <u>572,828</u>	\$ <u>638,214</u>

### 9. RESERVES

The board has established the following reserves:

	Opening	Transfers In	Transfers Out	Closing
Future operating expenses	\$ 160,000	\$ 17,067	\$ -	\$ 177,067
Future capital expenses	<u>330,000</u>	<u>-</u>	<u>-</u>	<u>330,000</u>
	<u>\$ 490,000</u>	<u>\$ 17,067</u>	<u>\$ -</u>	<u>\$ 507,067</u>

### 10. ECONOMIC DEPENDENCE

The Association is dependent on Alberta Health Services for the majority of funding for its operations and has received \$1,686,707 (2021 - \$1,686,707) during the year. The volume of transactions between the Association and Alberta Health Services is normal for this entity and this industry within the province of Alberta.

### 11. FINANCIAL INSTRUMENTS

A financial instrument is any contract that gives rise to a financial asset of one party and a financial liability or equity instrument of another party.

The Association's financial instruments consist of cash, receivables and accounts payable. The fair values of these financial instruments, where determinable, approximate their carrying amounts unless otherwise noted.

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure and concentrations at the balance sheet date.



# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 11. FINANCIAL INSTRUMENTS - Continued

#### Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. It is management's opinion that the Association is not exposed to significant currency or other price risk.

#### Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The association manages its exposure to interest rate risk through a combination of fixed and floating rate borrowings. The fixed rate credit card is subject to fair value risk, as the value will fluctuate as a result of changes in market rates. The floating rate line of credit is subject to interest rate cash flow risk, as the required cash flows to service the debt will fluctuate as a result of changes in market rates.

#### Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The Association's accounts receivable are normal industry credit risks. The carrying value of accounts receivable reflects management's assertion of the credit risk associated with these customers.

#### Operating Lines of Credit

At March 31, 2022 the Association had short-term bank credit facilities aggregating \$205,000 (2021 - \$205,000) of which \$NIL (2021 - \$NIL) had been drawn down. These credit facilities bear interest at Prime plus 1% and 19.99% per annum.

### 12. LOCAL AUTHORITIES PENSION PLAN

Employees of the Association participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pension Plans Act. The plan serves about 275,863 people and 433 employers. It is financed by employer and employee contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Association is required to make current service contributions to the Plan of 9.39% of pensionable earnings up to the Canada Pension Plan Year's Maximum Pensionable Earnings and 13.84% for the excess. Employees of the association are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

# STETTLER DISTRICT AMBULANCE ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2022

### 12. LOCAL AUTHORITIES PENSION PLAN - Continued

Total current service contributions by the Association to the plan in 2022 were \$92,608 (2021 - \$95,605).  
Total current service contributions by employees to the plan in 2022 were \$83,968 (2021 - \$87,049).

At December 31, 2020, the Plan disclosed an actuarial surplus of \$5.0 billion.

### 13. COMMITMENTS

At year end the Association is committed to the following:

- A contract to provide services with Alberta Health Services
- A contract with Alberta Health Services for managing equipment and supplies
- A collective agreement with the Health Sciences Association of Alberta for terms of employment
- Contracts for maintenance and equipment maintenance
- Contracts for internet and electrical services

### 14. BUDGET AMOUNTS

The budget was prepared by the Association with the Board of Directors' approval. It is presented for information purposes only and has not been audited.

### 15. APPROVAL OF FINANCIAL STATEMENTS

The Board of Directors has approved these financial statements.

# Strong year-end results position Alberta for future

June 28, 2022 [Media inquiries](#)

A strong end to the 2021-22 fiscal year moves Alberta forward with continued economic growth, lower debt and increased savings.

Thanks to a growing economy, strong energy prices late in the fiscal year and a commitment to fiscal discipline, Alberta ended the 2021-22 fiscal year with a surplus of \$3.9 billion, the first surplus in seven years. The province paid down the provincial debt by \$1.3 billion, so Albertans can look forward to a future without ballooning debt servicing costs.

The Alberta Heritage Savings Trust Fund grew to its highest net value in its history – \$18.7 billion – earning \$1.95 billion in investments to bring the total value of the fund’s investments to \$20 billion. With these results, the fund is an even stronger savings account to support future generations and cushion the province from the ups and downs of the market and future volatility in the economy.

“The year-end fiscal report is fantastic news for Albertans and our province – and an opportunity to save resource revenue for future generations and avoid past mistakes that led to today’s debt burden. Sound fiscal management will continue to direct our decision-making for investing and spending to make life better for Albertans and future Albertans.”

*Jason Nixon, President of Treasury Board and Minister of Finance*

The government recorded \$68.3 billion in revenue in 2021-22, an increase of \$24.6 billion compared with the estimated \$43.7 billion at Budget 2021, when the world’s economy was still gripped by the COVID-19 pandemic. Leading up to Budget 2021, West Texas Intermediate crude was trading between US\$40 and US\$50 per barrel so the province based the budget on an average WTI price of US\$46 per barrel. Instead, the average price in 2021-22 was US\$77 per barrel, or \$31 higher than expected, as economies reopened and demand for energy surged. On the same day the government released its third-quarter fiscal update and forecast a

\$3.4-billion deficit, Russia invaded Ukraine, sparking wider global unrest that further drove up demand and prices for oil even as supply chains were pinched.

In 2021-22, Alberta drew in, among other sources of revenue:

- \$23.5 billion in income and other taxes, or \$4.4 billion more than budget. This includes:
  - \$13.3 billion in personal income taxes, or \$1.7 billion more than budget, as employment and household income increased.
  - \$4.7 billion in corporate income tax, or \$2.8 billion more than budget, as corporate profits also rebounded strongly.
- \$16.2 billion in non-renewable resource revenue, or \$13.3 billion more than budget.
  - The increase was mainly due to the significant and rapid surge in oil and natural gas, especially in the last two months of the fiscal year.

More than half the recorded surplus, or \$2 billion, is due to the partial reversal of the contract provision for the Sturgeon Refinery, primarily as a result of the change in the ownership structure implemented this year.

Expenses were also higher than estimated at budget, with the province spending \$64.4 billion in 2021-22, or \$2.5 billion more than forecast. This includes \$3.8 billion for COVID-19 and recovery plan expenses, as well as \$3.1 billion in disaster and emergency assistance.

- More money was earmarked for the health system so it could ramp up access to scheduled surgeries delayed during COVID-19. Funding also supported lab testing and contact tracing, vaccine distribution, mental health, and staffing at continuing care and acute care facilities to help prevent the spread of the virus.
- The province injected an additional \$2.9 billion into its disaster assistance budget to support farmers coping with the severe drought in the summer of 2021.
- \$500 million supported recovery plan initiatives, including \$122 million for the Small and Medium Enterprise Relaunch Grant program, which offered financial assistance to Alberta organizations that lost 30 per cent of their income when they were ordered to close or curtail operations due to the pandemic.

Alberta also spent \$6.6 billion in 2021-22 on capital projects to create good-paying jobs and support Alberta's Recovery Plan. The planning for five new health projects got underway, including a new maternity and community health clinic in La Crete. The new Grande Prairie

Regional Hospital was completed and was one of several hospitals across the province to get new or expanded operating rooms with space for more surgeries. With this money, the province completed construction on about 50 bridge projects and more than 80 road rehabilitation projects. Another 912 new housing units were started or completed and 15 school projects were completed, with construction on another 52 school projects underway.

Alberta's government is maintaining its responsible approach to spending and investing to cushion the province from future oil price volatility and help Albertans over the long term. The province has reduced the cost burden by extending its provincial fuel tax relief program to Oct. 1, providing Albertans with \$150 in electricity rebates starting in July, funding affordable child care for parents and providing grants to low-income students in high-demand programs.

Alberta's year-end results prove that providing responsible, stable funding is working as the province leads the nation in economic growth and recovery.

- The Job Creation Tax Cut has reduced corporate tax rates to eight per cent but driven up corporate tax revenue by making Alberta the most competitive business environment in North America. New and emerging sectors are investing here, growing their businesses and creating jobs for hard-working Albertans.
- Alberta is becoming a technology and innovation hub and making itself into a centre of excellence for hydrogen production and innovation.
- Dozens of major investments have been made in the first few months of 2022 in tech, agrifood, hydrogen, carbon capture projects and other sectors outside of oil and gas.
- Venture capital investment in Alberta continues to break records, with three straight years of growth between 2019 and 2021, and a record start in 2022.

The province remains committed to a set of fiscal anchors that have already worked to get Alberta's finances back on track, and promises to continue to meet a balanced budget. The province has kept the net debt-to-GDP ratio well below 30 per cent, landing at 16.2 per cent at year end, and is successfully aligning its overall spending levels with other comparable provinces. This means Albertans are still getting top-quality public services at less cost as the province explores innovative and more efficient ways to provide and improve access to those services.

Full versions of the Government of Alberta's annual report and performance results [are available online](#).

## Related information

- [Government of Alberta annual reports](#)

## Multimedia

- [Watch the news conference](#)

## Media inquiries

### **Paul Hamnett**

780-203-0913  
Press Secretary, Treasury Board and Finance

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# Alberta Transportation

## Highway 12 Construction

Resurfacing Highway 12 from the Town of Stettler to the near the Village of Halkirk

### Overview

Beginning mid July 2022, Alberta Transportation will completing road improvements from Highway 12 within the Town of Stettler to near the Village of Halkirk. The project will include approximately 37 km of resurfacing as well as other minor improvements.

A traffic accommodation strategy is also in place to mitigate the impacts to travelers. This includes additional signage, delineation, and if required, illumination. Please watch for all and obey all construction zone signage. For up to date information on this project, please call 5-1-1 toll free or visit [511.alberta.ca](http://511.alberta.ca).

### Project Details

The project will include approximately 37 km of resurfacing of Highway 12 from South of the intersection of Highway 12 and 44 Ave within the Town of Stettler, to Highway 855 North. The project will also include minor intersection improvements, crack repair as well as grade widening to expand parking at the Gadsby Omega Cemetery. The project is anticipated to being mid-July and be completed by late August (weather permitting).

Construction activities will take place during daylight hours, 7 days week. No work will occur over holiday long weekends.

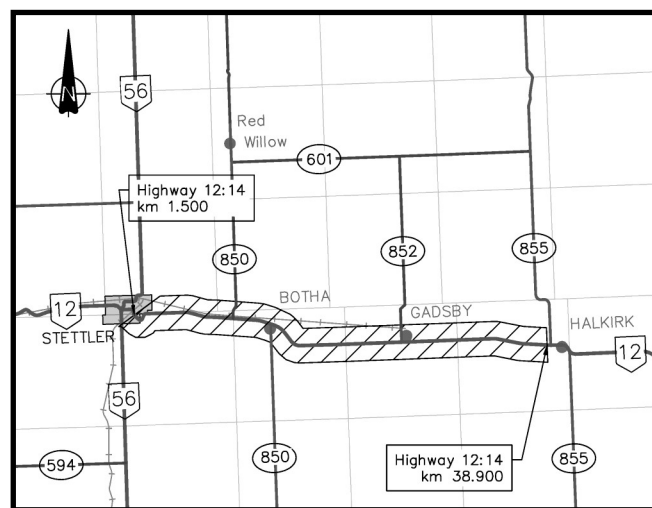


Figure 1. Map location of Highway 12 construction

### Traffic Impacts

As with any construction project, travelers may experience speed reductions, lane closures and minor delays. Signage with additional information on construction timing will be posted in early July prior to construction beginning. No detours are anticipated.

### Need more information?



For additional information on the project please contact us directly:

Breanne Leach  
Roads West Engineering Ltd.  
Phone: 587-586-6056  
Email: [bleach@roadswest.ca](mailto:bleach@roadswest.ca)