

Town of Stettler

COUNCIL MEETING

OCTOBER 4, 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, OCTOBER 4th, 2022
6:30 P.M.
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

- | | |
|--|-------|
| (a) Minutes of the Regular Council Meeting of September 6 th , 2022 | 5-12 |
| (b) Minutes of the Committee of the Whole Meeting of September 13, 2022 | 13-19 |

4. **Citizens Forum**

5. **Delegations**

- | | |
|---|--------|
| (a) 6:35pm – Stettler Storm 15U AA – 2022 Western Champions | Verbal |
|---|--------|

6. **Administration**

- | | |
|--|-------|
| (a) Parks & Leisure Policy Updates | 20-32 |
| (b) 2022 Capital Budget – Score Clock Tender | 33-34 |
| (c) Physical Supply – Natural Gas (2023, 2024, 2025, 2026) | 35-39 |
| (d) Parkland Regional Library – 2023 Budget Requisition | 40-61 |
| (e) CAO Reports | 62-67 |
| (f) Meeting Dates | |

- 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
- **Tuesday, November 22 – Tax Public Auction – 1:00pm**
- **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 \$1,219,468.93 (\$1,842.15 + \$127,887.51 + \$311,141.18 + \$3,827.58 + \$225,598.73 + \$516,041.85 + \$33,129.93)	68-88
7.	<u>Council</u>	
	(a) Meeting Reports	
8.	<u>Minutes</u>	
	(a) Stettler District Ambulance Association – September 19, 2022	89-92
	(b) Stettler Waste Management Authority – September 27, 2022	93-96
9.	<u>Public Hearing</u>	
10.	<u>Bylaws</u>	
11.	<u>Correspondence</u>	
	(a) P&H Elevator Preservation Society – Fall 2022 Newsletter	97-100
	(b) Stettler Festival of Lights – 2022 Sponsorship Form	101-104
	(c) Alberta Justice & Solicitor General – Working Definition of Anti-Semitism	105
12.	<u>Items Added</u>	
13.	<u>In-Camera Session</u>	
14.	<u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 6th, 2022 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Planning & Development L. Graham
Planning & Operations Clerk A. Stormoen
Manager of Recreation & Culture B. Robbins

Media (2)

Absent:

N/A

Call to Order:

Mayor Nolls called the meeting to order at 6:35 p.m.

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

Motion 22:09:01

Moved by Councillor Barros to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held August 16th, 2022

Motion 22:09:02

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on August 16th, 2022 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the August 16th, 2022 Minutes
N/A

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) 6:35pm – Sheila Gongaware & Judith Klapak – Heartland Victim Services Unit – 2022 Update

Mayor Nolls welcomed S. Gongaware and J. Klapak to the meeting.

S. Gongaware and J Klapak provided the following update on the Heartland Victim Services:

- The Heartland Victim Services are volunteers who work under the guidance and direction of the RCMP, providing support, information and referral services to help individuals and families cope with the impact of a crime or tragedy
- Funding is provided through the Solicitor General's office
- Heartland Victim Services is overseen by nine volunteer board members who determine the mission and purpose of the organization while offering guidance, management of resources, and plans to enhance public image.

- Advocates are volunteers that are 18 and older, and have successfully completed RCMP screening and training
- Services are free and confidential
- Support – Advocates (volunteers) provide a listening ear, comfort and reassurance that you are not alone
- Information – Role of the Heartland Victim Services is to reduce the effects of crime or tragedy by providing resource materials
- Referrals – Heartland Victim Services will connect you with community agencies and organizations such as counselling agencies, distress and crisis lines, shelters, medical examiners office, and social services/child welfare
- Referrals are made from the RCMP member attending a scene, through Family and Community Support Services, the Child Advocacy Centre, or through self-referral

General discussion took place regarding the future of Victim Service organizations in Alberta. It was noted that existing funding from the Solicitors General office will be in place till March 31, 2024. The Provincial Government has proposed that as of April 1, 2024 the current 62 local individual victim service agencies and boards will be disbanded and 4 regional agencies will be created representing the east, west, south and central areas of the province. Each regional agency will have administrative support staff.

Mayor Nolls thanked S. Gongaware and J. Klapak for their presentation, and the excellent service provided by the Heartland Victim Services Unit.

Motion 22:09:04

Moved by Councillor Lawlor that Town Council accept the presentation for information.

MOTION CARRIED
Unanimous

S. Gongaware and J. Klapak left the meeting at 7:10 p.m.

6. **Administration:**

(a) 2022 Capital Budget – Outdoor Arena Tender

Mayor Nolls welcome B. Robbins to the meeting.

B. Robbins advised that there is an approved 2022 Capital Budget of \$94,000 to dismantle and install a new dasher board system at the Stettler Outdoor Rink. The amount approved was based on a budget quote received in January 2022. Through the RFP process it was identified that material costs have changed and that the scope of the project was different from original specifications with the dasher board system needing to be larger than originally quoted. The original budget quote was based on a dasher board system measuring 150' long x 59' wide and the size of dasher board system required for the spaces measures 161' long x 68' wide.

Summary of RFP's received by town office on August 24, 2022

The RFP was posted on Alberta Purchasing Connection and advertised directly with various Alberta suppliers. Four (4) proposals were received for the project as follows:

Peregrine Arena Solutions	\$104,210.00
Reward Construction Inc	\$111,200.00
Omnisport Inc	\$119,927.00
Ekco Insulating Ltd	\$134,500.00

Proposal pricing does not include GST.

Motion 22:09:03

Moved by Councillor Baker that Town Council award the RFP of the Outdoor Arena Dasher Board System to Peregrine Arena Solutions in the amount of \$104,210 funded through the 2022 Capital Budget.



MOTION CARRIED
Unanimous

(b) Stettler Wellness Network Update

B. Robbins provided the following update on the Stettler Wellness Network:


Where are we at now?

- Workplan has been created based on results/findings of CCAT & Theory of Change.
- 4 key Action Items have been identified & prioritized.
- Currently completing planning out action items and beginning implementation.
- Will start the evaluation part of process in late fall for full completion in March of 2023.

HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

Action #1: Survey







HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

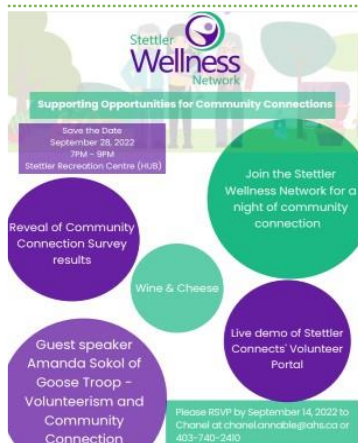
Action #1: Survey Cont

- Completed in Fall of 2021 with direct mail out to all town and county residential addresses.
- Some of the key findings included:
 - Although the vast majority of citizens feel that our community is friendly and welcoming, nearly half of the respondents were interested in getting to know their neighbors better.
 - The main obstacles by respondents for becoming involved in the community included, a feeling of not fitting in, not enough awareness of activities and a lack of financial resources.
 - When asked how individuals could improve their community connectedness the top three responses were, 54% of respondents wanted to attend community events, 39% indicated offering to help neighbors more and 36% stated participating in block parties.



HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

Action #2 – Engagement Event



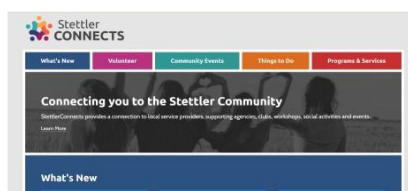
- Community Engagement Event scheduled for September 28th from 7-9 pm at the Hub (SRC) for non profits and volunteer org's
- Agenda:
 - Survey Results
 - Guest Speaker
 - Demo of Volunteer Portal
- Facilitate opportunity for organizations to discuss ways that they can collaborate.
- RSVP by September 14th to chanel.annable@ahs.ca or at 403-740-2410

HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

Action #3: Online Directory



- Online directory of organizations, volunteers, etc.
- Database of organizations outlining what they do and what they need.
- Align organizations with interested volunteers & their skills.



HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

Action #4 – Block Party Trailer/Tool Kit



- Launched July 1st - Provide Neighborhoods and Communities with the tools to connect.
- Includes: Tables, BBQ, Shade Tents, Various Backyard Games and Sports Equip., pop up garbage containers and block party handbook.
- As of this weekend the trailer will have been out to 4 block parties and 2 community event.



HEALTHIER TOGETHER | ALBERTA HEALTHY COMMUNITIES HUB

Motion 22:09:04

Moved by Councillor Pfeiffer that Town Council accept the presentation for information.

MOTION CARRIED
Unanimous

Mayor Nolls thanked B. Robbins for his excellent work on both projects.

B. Robbins left the meeting at 7:30 p.m.

(c) RCMP Community Policing Report

CAO G. Switenky advised that Council is in receipt of the RCMP Community Policing Report, which covers April 1st to June 30th.

The Alberta RCMP has developed broader priorities for the provincial police service. Also attached as an appendix is the Alberta RCMP/Alberta Justice and Solicitor General 2022-2025 Joint Business Plan (JBP), which has been finalized and is now in effect. Created through a united effort between the Alberta RCMP and Justice and Solicitor General, this three-year plan is focused on ensuring Albertans are safe and protected.

Meetings with subject matter experts from the Alberta RCMP, Justice and Solicitor General, and community partners were a foundational aspect in developing collective priorities for the next three years. These meetings, in addition to recommendations from the Interim Police Advisory Board, helped identify emerging trends and best practices while providing clarity on the needs of our communities.

Motion 22:09:05

Moved by Councillor Randell that Town Council accept the RCMP Community Policing Report for information.

MOTION CARRIED
Unanimous

(d) 2022 Budget Summary – August 31, 2022

Motion 22:09:06

Moved by Councillor Lawlor that Town Council accept the 2022 Budget Summary as of August 31, 2022 as presented.

MOTION CARRIED
Unanimous

(e) 2022 Capital Budget Summary – August 31, 2022

Motion 22:09:07

Moved by Councillor Barros that Town Council accept the 2022 Capital Budget Summary as of August 31, 2022 as presented.

MOTION CARRIED
Unanimous

(f) Director of Operations M. Robbins – Performance Appraisal Request for Feedback

CAO G. Switenky requested that members of Council submit any feedback available for the Director of Operations M. Robbins' performance appraisal.

(g) Director of Planning & Development L. Graham – Performance Appraisal Request for Feedback

CAO G. Switenky requested that members of Council submit any feedback available for the Director of Planning & Development L. Graham's performance appraisal.

- (h) Director of Parks & Leisure Services A. King – Performance Appraisal Request for Feedback

CAO G. Switenky requested that members of Council submit any feedback available for the Director of Parks and Leisure Services A. King's performance appraisal.

- (i) Stettler Regional Fire Chief M. Dennis – Performance Appraisal Request for Feedback

CAO G. Switenky requested that members of Council submit any feedback available for the Stettler Regional Fire Chief M. Dennis' performance appraisal.

- (j) Meeting Dates

- Tuesday, September 13 – COW – 4:30pm
- Tuesday, September 20 – Council – 6:30pm

Motion 22:09:07

Moved by Councillor Pfeiffer that Town Council cancel the September 20, 2022 regular Council meeting due to the Alberta Municipalities Convention in Calgary.

MOTION CARRIED
Unanimous

- 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

- Tuesday, November 22 – Tax Public Auction – 1:00pm

- 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

- (d) Accounts Payable in the amount of \$700,313.41

Motion 22:09:08

Moved by Councillor Baker that the Accounts Payable in the amount of \$700,313.41 (\$327,505.37 + \$5,071.14 + \$55,392.91 + \$135,653.04 + \$12,428.07 + \$61,435.39 + \$64,473.22 + \$37,671.23 + \$683.04) for the period ending September 6th, 2022 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

- (a) Mayor Nolls

August 19 – Sign Cheques at Town Office
August 22-23 – Canadian Coast to Coast Antique Car Tour
August 24 – Talk of the Town
August 26 – Sign Cheques at Town Office
August 31 – Talk of the Town
September 1 – Family Violence Calendar Photo

September 2 – Sign Cheques and Review Agenda
September 5 – Stettler Fly-in Breakfast

(b) Councillor Baker

August 22 – Canadian Coast to Coast Antique Car Tour
August 24 – Fundraiser for Rylan Payne at Racc Spin Bar
August 25 – MPC

(c) Councillor Barros

August 22 – Canadian Coast to Coast Antique Car Tour
August 25 – MPC
September 1 – HBC

(d) Councillor Lawlor

August 18 – Board of Trade Stettler Welcome Bags to
Highschool and School Division
August 18 – Parkland Regional Library Advocacy
Committee
August 22 – Canadian Coast to Coast Antique Car Tour

(e) Councillor Pfeiffer

August 22 – Canadian Coast to Coast Antique Car Tour
August 25 – MPC
August 30 – FCSS Budget Meeting

(f) Councillor Randell

August 21 – Stettler Museum Volunteer Appreciation
August 22 – Canadian Coast to Coast Antique Car Tour

(g) Councillor Smith

September 5 – Stettler Fly-in Breakfast

Motion 22:09:09

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) Stettler District Ambulance Association – August 16, 2022

Motion 22:09:10

Moved by Councillor Lawlor that the Town of Stettler
Council accept the Minutes (a) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) None

11. **Correspondence:**

- (a) Hwy 12/21 Regional Water Services Commission – Village of Edberg and Village of Clive Regional Waterline Project Completion Celebration
- (b) Town of Tofield & Alberta Solicitor General – Victim Services Redesign
- (c) Coast to Coast Tour – Visitor Feedback E-mail
- (d) ATCO – Distribution Revenue Forecast for 2023 Franchise Fee
- (e) Alberta Justice and Solicitor General – Provincial Police Service Engagement

(f) Government of Alberta – Q1 Update: Paying Down Debt and Saving for the Future

Motion 22:09:11

Moved by Councillor Baker that the Town of Stettler Council accept the Correspondence (a-f) as presented.

MOTION CARRIED
Unanimous

12. **Items Added:**

(a) None

13. **In-Camera Session:**

(a) Land – Disposal of Land – Section 33(c) – FOIP Act

Motion 22:09:12

Moved by Councillor Smith that the Town of Stettler Council move into the In-Camera Session with the CAO, Assistant CAO, Director of Planning & Development and Planning & Operations Clerk present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 7:51 p.m.

Motion 22:09:13

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

MOTION CARRIED
Unanimous at 8:52 p.m.

Motion 22:09:14

Moved by Councillor Smith that the Town of Stettler Council accepts the Letter of Intent (offer of \$120,000.00 to purchase 5807 – 50 Avenue, Lot E1/2 H, Block 10, Plan 5583MC, Vacant Parcel, Size 0.41 acres) at less than market value, and direct administration to enter into a Land Sale Agreement with a 1-year building commitment and proceed with advertising requirements under Section 70 of the Municipal Government Act “disposal of land for less than market value”.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 22:09:15

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

MOTION CARRIED
Unanimous at 8:53 p.m.

Mayor

Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
September 13, 2022

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 Parks and Leisure Services A. King
Manager of Recreation & Culture B. Robbins
Aquatics Manager and Safety Advisor S. Dodd

Media (0)

Call to Order: Mayor Nolls called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions
2. Agenda Approval

Moved by Councillor Baker that the agenda be approved as presented.

MOTION CARRIED
Unanimous

3. 4:35pm – Director of Parks and Leisure Services A. King, Manager of Recreation & Culture B. Robbins, Aquatics Manager and Safety Advisor S. Dodd – Stettler Recreation Rates

Mayor Nolls welcomed A. King, B. Robbins, S. Dodd to the meeting.

B. Robbins advised that current Stettler Recreation Centre / Ball and Soccer Policy that outlines rates and fees expires in December 2022 and is currently under review. A. King, B. Robbins and S. Dodd highlighted their presentation that provided the background as to how the recreation rates were established, the principles and philosophies that have been recognized by Council such as a 50% subsidized rate for youth and minor sport organizations, and a proposed timeline for the implementation of an updated policy. It was noted that Town recreation rates currently being charged to youth user groups, as ultimately set in policy, are generally on the lower end in comparison with other similar sized Albertan communities for the service level being provided. It was agreed to maintain the 50% fee subsidy for youth and minor organizations, and to proceed with a 2–3-year plan that can be reviewed at any time should circumstances arise or change over the course of the plan.

Recreation revenue challenges moving forward in 2022 and 2023 (post-COVID) reflect a significant decline in "adult" user group rentals including:

- No Junior B hockey
- Reduced men's recreation hockey teams
- No slow-pitch league

PRINCIPLES AND PHILOSOPHIES

- Public Use Factor– Public facilities have a general availability/usage that is not related to the user group which is factored into each facility as a %.
- Council has endorsed that Local Minor Sports Groups get 50% of the fee waived. (i.e. hourly ice cost is \$80/hr vs \$160/hr)
- New Rate plan is based on a 2 year agreement (2023 & 2024) as per council due to the current unknowns around operating expenses, labour negotiations and covid recovery challenges
- Joint Use Agreements
 - County of Stettler – contribution applied directly against overall costs
 - Clearview School Division – Free exchange of facilities (does not include pool and Hockey Academy)



SRC Membership Fees (Schedule A & G)

	SRC (Pool/Gym)	Perf	360	Avg	SRC Proposed
Adult					
General	\$5.25	N/A	N/A	N/A	\$5.50
10 Times	\$47.25	N/A	N/A	N/A	\$50.00
1 Month	\$52.50	\$49.75	\$65.00	\$55.75	\$55.00
3 Months	\$126.00	\$139.75	\$175.00	\$146.92	\$130.00
6 Months	\$218.00	N/A	N/A	N/A	\$225.00
1 Year	\$367.50	\$465.00	\$430.00	\$420.83	\$380.00
Child (3 - 8 years of age)					
General	\$3.50	N/A	N/A	N/A	\$3.75
10 Times	\$31.50	N/A	N/A	N/A	\$33.00
1 Month	\$35.00	N/A	N/A	N/A	\$37.00
3 Months	\$84.00	N/A	N/A	N/A	\$85.00
6 Months	\$145.25	N/A	N/A	N/A	\$148.00
1 Year	\$245.00	N/A	N/A	N/A	\$250.00
Students 9 -17/Senior					
General	\$4.75	N/A	N/A	N/A	\$5.00
10 Times	\$42.75	N/A	N/A	N/A	\$45.00
1 Month	\$47.50	\$40.25	\$55.00	\$47.58	\$50.00
3 Months	\$114.00	\$115.75	\$109.00	\$112.92	\$115.00
6 Months	\$197.00	N/A	N/A	N/A	\$200.00
1 Year	\$332.50	\$350.00	\$330.00	\$337.50	\$340.00
Family					
General	\$15.00	N/A	N/A	N/A	\$17.00
10 Times	\$135.00	N/A	N/A	N/A	\$140.00
1 Month	\$150.00	\$115.00	\$95.00	\$120.00	\$150.00
3 Months	\$360.00	\$294.00	\$310.00	\$321.33	\$360.00
6 Months	\$557.00	N/A	N/A	N/A	\$560.00
1 Year	\$787.50	\$999.00	\$660.00	\$815.50	\$790.00



POOL FEES (Schedule A)

Pool Rentals:

- The cost to rent the Lane pool/Leisure pool/Slide/Hot tub is \$115.00 for one hour. (New rate based on entire pool)
- If there are more than **40 (was 50)** people attending then there will be an increase of \$35.00 per 20 people. This increase is to cover the cost of additional lifeguards.

Birthday Party Packages:

- Private Pool Time
 - COST: \$135.00
 - Includes 1 hour private pool time
 - Plus 1 hour party room
 - Maximum **40 (was 50)**. ** See above



POOL FEES cont. (Schedule A)

Sponsor Swim / Youth Group Rentals

- \$115.00 per hour for patrons 1-100
- Increase \$50.0 for every 75 patrons more.
- This will help with the increase of extra guards and also utilities being used with the hopes that will still be affordable for the sponsors.
- Previous charge was \$115/hour flat rate.



POOL FEES cont. (Schedule B)

Lifesaving swim program

\$45.00 – Lifesaving swim to survive program for preschool to swimmer level 3

\$52.00 – Lifesaving swimmer level 4-6 swim patrol lessons (rookie, ranger, star)

\$25.00 for ½ hour private lesson

** Previously Red Cross Rates



POOL FEES cont. (Schedule B)

Required life guarding of the Stettler Aquatic Centre (SAC) during the times the Stettler Aquatic Centre (SAC) is rented by the Stettler Swim Club will be undertaken by qualified Town staff in accordance with Provincial Regulations and Town of Stettler Policy as follows:

Extra Guard Fees		
# of Guards	# of Swimmer	# of Swimmers NEW
1	1-49	1-40
2	50-99	41-80
3	100-	81-140
4	-	141-200



Meeting Rooms (Schedule C)



Recommend no change to meeting room fee's as current demand does not justify making any changes.

Current Revenue predominantly from Taekwondo.

New Fee Added to schedule: Projector Rental (\$25.00/day)

Marketing plan being addressed to promote meeting rooms to businesses.



SRC ICE FEES (Schedule D)

• New Consideration(s):

- Non Prime Ice Fee – to encourage more usage of facility during non peak times (i.e. Weekdays 8:00 am – 3:30 pm)
- Increased Fee's – Alcohol is Sold
- Summer Ice - August only - Hockey/Figure Skating begins in September now vs October (Deters usage by user groups)
- Market Place – Fee's, Demand
- For SMHA only - 7 Day cancellation fee excludes tiering and playoff portions of season.



SRC ARENA FEES – 2022 Market Place Review

	Stettler	Lacombe	Rocky	Penhold	Innisfail	Camrose	Ponoka	Castor
Adult Prime	\$160	\$158	\$185	\$200	\$140	\$244	\$149	\$125
Youth Prime	\$80	\$103	\$100	\$175	\$84	\$146	\$89	\$90
School Hockey Academy	\$56	\$50	N/A	N/A	\$24	\$37	N/A	N/A
Non Prime (Monday-Thursday, 8:00 am– 3:30 pm)	N/A	N/A	N/A	\$99	\$50	\$73	N/A	N/A
Summer Ice	\$160	\$188	N/A	\$189	N/A	N/A	N/A	N/A



SRC ARENA FEE RECOMMENDATION (Schedule D)

User Groups	2022	2023	2024
Adult Rec, Junior B, Senior	\$160	\$165	\$170
Events where alcohol is sold (NEW) i.e. Senior Games	N/A	\$200	\$225
Minor Hockey & Figure Skating (50% subsidized) – Prime Time	\$80	\$82.50	\$85
AA – CAS (NEW)	\$110	\$110	\$115
School Hockey Academy	\$56	\$57	\$58
Non Prime (Monday-Thursday, 8:00 am – 3:30 pm) – does not include holidays.	N/A	\$70	\$75
Summer Ice – August (NEW) Currently August & September	\$160	\$165	\$170
Hockey School Summer Ice (7 Days Rental)	\$10,685	\$10,975	\$11,305



B. Robbins advised that currently there is no rate in 2022 for events where alcohol is sold. After discussion it was agreed that for the balance of 2022 a rate of \$200 would be charged, the same as the proposed rate in 2023.

SRC Advertising (Schedule E)

Rink Board Advertising	Current	Proposed
3 x 8	\$410	\$425
3 x 7	\$385	\$400
3 x 6	\$360	\$375
3 x 4	\$335	\$350
Ice Resurfacing Machine		
	4 x \$308 (\$1232)	1 x \$1500 (\$1500)
Public Skating		
	12 x \$200 (\$2600)	6 x \$500 (\$3000)



SRC Storage Rental (Schedule F)

Office Storage	Current (per square foot)	Proposed (per square foot)
	\$4.10	\$4.25
Bleacher Storage		
	\$4.00	\$4.10
Portable Storage		
	\$3.25	\$3.40

** Minor Sports receive 50% grant from Town of Stettler off the prices above.



Ball Diamond Rates - X-1(e)(vii)

- Facility Cost Share (60% User/40% Public)
- 60% User = 55% Minor and 45% Adult
- Average Annual Expense - \$44,800.00
- No Adult teams in 2022
- New clause for tournament weekends – users to cover costs of additional porta potty's, porta potty pump outs and garbage containers.



User Groups	2022	60% based on average & Minor portion	2023	2024
Minor Ball	\$11,200	\$14,784	\$13,000	\$14,800
Minor Ball – less 50% Grant	\$5,600	\$7,392	\$6,500	\$7,400
Adults – per team per season	\$430	N/A	\$430	\$430
Day Use Rate (Other Groups)	\$0	N/A	\$50	\$60



Soccer Field Rates - X-1(g)

- Facility Cost Share (60% User/40% Public)
- Average Annual Expense (Ops & Cap) \$24,600
- Historically no adult teams



User Groups	2022	60% based on average	2023	2024
Minor Soccer	\$14,800	\$14,760	\$14,800	\$14,800
Minor Soccer – less 50% Grant	\$7,400	\$7,380	\$7,400	7,400
Adults – per team per season	\$430	N/A	\$430	\$430
Day Use Rate (Other Groups)	\$0	N/A	\$25	\$25



Motion – BY Councillor Smith that the new proposed recreation rates be accepted for information and direct administration to present the updated recreation policies at the next Council meeting.

**CARRIED
Unanimously**

Mayor Nolls thanked A. King, B. Robbins and S. Dodd for all of their excellent work on the upcoming summer events, and very informative presentation.

A. King, B. Robbins and S. Dodd left the meeting at 5:42 p.m.

4. Additions – N/A

5. Adjournment

Moved by Councillor Pfeiffer that the Committee of the Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:42 p.m.

Mayor

Assistant CAO

TOWN OF STETTLER

<u>Prepared by:</u>	Parks & Leisure Services	<u>Number:</u>	X-1(d)
<u>Adopted by:</u>	Town Council	<u>Original Policy:</u>	2006 07 04
		<u>Previous Policy:</u>	2018 03 06
		<u>Current Policy:</u>	2022 10 04

Title: **Stettler Recreation Centre Rental Rates**

Purpose: To establish rental rates for the Stettler Recreation Centre. (This policy will replace all other previous policies from the Recreation Centre and the Centennial Swimming pool).

Policy Statement: Stettler Recreation Centre rates are established annually to comply with Town Council's desire for adults to pay 100% and children/youth to pay 50% of an appropriate and/or proportionate share of budgeted/recoverable expenses attributed to user groups.

Philosophy of Facilities:

Cost recovery: The Town of Stettler strives to provide all facilities at no extra cost to taxpayers. This user pay system has provided excellent facilities available to Stettler Town and County users at reasonable rates.

Grant: In order to make facilities affordable to minor sports 50% of the fee is waived.

Joint Use Agreement Town and County: The County of Stettler contribution is applied directly against overall costs in the rate structure equation for the respective facilities.

Joint Use Agreement Town and Clearview School Division: Free exchange of facilities during off hours. (As per yearly agreement.)

KidSport: Has been initiated in Stettler to make sure that none of the fees charged become a barrier to lower income families.

Sponsorships: Will be applied to rates under additional revenue in the rate structure equation.

Public Factor: Public facilities have general availability/usage that is not related to the specific user groups. Some of this excess capacity, seasonality, as well as publicly shared common areas shall be taken into consideration when determining an appropriate and/or proportionate share of budgeted expense to be recovered in the calculation of each fee.

Swimming Pool: Because the utilities of pools are higher it is more difficult to recover the costs. Fees are based on what the market will bear. (It is the goal with a combined fitness pass that the value per user will increase usage and divide the cost among a larger group.)

Fitness Centre: For competitive purposes, rates are sensitive to what the market will bear.

Meeting Rooms: For competitive purposes, rates are sensitive to what the market will bear.

Rate Calculations:

The following Stettler Recreation Centre Rate Schedules are reviewed annually by Administration to comply with the Policy Statement and the Philosophy of Facilities.

Aquatic/Fitness Memberships & Admissions	Schedule A
Swimming Lessons & Swim Club Fees	Schedule B
Meeting Rooms	Schedule C
Arenas (Regular ice, summer ice, non-ice, hockey academy)	Schedule D
Advertising	Schedule E
Storage Office space	Schedule F
Fitness Centre	Schedule G

Memberships, Pass Costs, Pool Rentals, Birthday

Memberships & Admissions

	General	10 x Pass	1 Month	3 Month	6 Month	1 Year
Child (3-8 years of age)	\$3.75	\$33.00	\$37.00	\$85.00	\$148.00	\$250.00
Student (9-17 years of age)	\$5.00	\$45.00	\$50.00	\$115.00	\$200.00	\$340.00
Adult	\$5.50	\$50.00	\$55.00	\$130.00	\$225.00	\$380.00
Senior	\$5.00	\$45.00	\$50.00	\$115.00	\$200.00	\$340.00
Family	\$17.00	\$140.00	\$150.00	\$360.00	\$560.00	\$790.00

** Prices listed above include access to both the Aquatic & Fitness Centre's based on scheduling.

Pool Rentals

The cost to rent the Lane pool/Leisure pool/Slide/Hot tub is \$115.00 for one hour.

If there are more than 40 people attending then there will be an increase of \$35.00 per 20 people. This increase is to cover the cost of additional lifeguards.

Birthday Party Packages

Option 1 (\$135.00)	Option 2 (\$75.00)
1 hr. Private Pool Time	2 hr. Open Swim
Max 40 People	Includes 15 People
Includes 1 hr. party room	\$15/every 5 people over

Party Room in Aquatics Centre

Town of Stettler Sponsored Groups	No Charge
Other Groups	\$20/hour
Max Seating Capacity	15

Sponsor Swim/Youth Group Rentals

\$115.00 per hour for patrons 1-100

Increase \$50.00 for every 75 additional patrons

Swimming Lessons & Swim Club Fees

Schedule B

Life Saving Swim Program

\$45.00 – Lifesaving swim to survive program for preschool to swimmer level 3

\$52.00 – Lifesaving swimmer level 4-6 swim patrol lessons (rookie, ranger, star)

\$25.00 for ½ hour private lesson

Swim Club Fees

To be reviewed annually to comply with Town Council's policy that states adults pay 100% and children 50% of budgeted expenses for cost recovery of Town facilities.

The Town of Stettler will charge \$55.00 per hour for Swimming Pool Rental Fees to the Stettler Swimming Club effective Feb 1, 2009. (This rate applies to the 25 m lane pool only and the surrounding deck space).

Base Rental Rate shall include the cost of one (1) guard as required to guard a maximum of 39 swimmers.

Extra Guard Fees - Required life guarding of the Stettler Aquatic Centre (SAC) during the times the Stettler Aquatic Centre (SAC) is rented by the Stettler Swim Club will be undertaken by qualified Town staff in accordance with Provincial Regulations and Town of Stettler Policy as follows:

Number of Guards	Number of Swimmers
1	1-40
2	41-80
3	81-140
4	141-200

The number of swimmers for any Special Event will be given to the Aquatic Manager a minimum 2 weeks prior to event to ensure staffing.

Stettler Swim Club Individual Pool Additional Costs

Lane Pool \$55.00/hr.

Per Lane \$11.00/hr./lane

Meeting Rooms

Schedule C

Senior Centre (The Hub)

Seniors	\$2.00 Drop-In
Other Groups	\$250.00/day
Damage Deposit	\$250.00
Seating Capacity – 375	

Meeting/Board Room Rentals

Town of Stettler Sponsored Groups	No Charge
Local Non-Profit	\$10/hr. or \$55/day
Other Groups	\$20/hr. or \$75/day

Seating Capacity - as posted in room

Studio Room Rentals

Town of Stettler Sponsored Groups	No Charge
Local Non-Profit	\$20/hour to maximum \$75
Other Groups	\$40/hour to maximum \$120
Seating Capacity - as posted in room	

Equipment Rentals

Projector	\$25.00/day
-----------	-------------

Arenas**Schedule D**Ice - Hourly rentals

Year	2023	2024
Adult Rec, Junior B, Senior, etc.	\$165	\$170
Events where alcohol is sold	\$200	\$225
Minor Hockey & Figure Skating – Prime Time	\$165	\$170
Minor Hockey & Figure Skating – Prime Time -less 50% Minor Sports Grant	\$82.50	\$85
AA – CAS	\$110	\$115
School Hockey Academy	\$57	\$58
No Prime (Monday-Thursday 8:30 am - 3:30 pm) does not include holidays.	\$70	\$75
Summer Ice – (April to August when available)	\$165	\$170
Hockey School Summer Ice (7 Day Rental) ** rate includes use of two meeting rooms.	\$10,975	\$11,305

It is recommended that all teams in adult rec carry \$1,000,000.00 comprehensive liability insurance.

Notice of cancellation of ice time must be given 1 week in advance to avoid charges.

When booking large blocks of ice, a deposit of \$500.00 is required. There will be no tentative bookings for all day events and deposit will be forfeited if not used.

Summer Ice Large Block Rental Rates – August

5 days - \$7,990 + GST

6 days - \$9,886 + GST

7 days - \$11,305 + GST

** Rates include the use of two meeting rooms.

\$307.50 per week for other surface with no ice.

First come first served basis for weekly block bookings.

The Town reserves the right to place restrictions on the length of time the ice is in the arena.

A schedule must be presented one week prior to ice usage for Town staff and public posting.

Dry Floor Rental Rates

	Blue	Red	Deposit/Floor
Town of Stettler Group	No Charge		
Local Non-Commercial	\$348.50	\$266.50	\$300
Town Commercial	\$482.50	\$323.00	\$350
Other Groups	\$641.00	\$400.00	\$500
Graduation Ceremonies	\$1,200.00		
Town Crew Clean Up Fee	\$450/arena if required		

Local minor sports indoor practice hourly fee:

- If booked 72 hours in advance - \$22.00/hour +GST
- If booked less than 72 hours in advance - \$45/hour +GST
- Staff will be arranged to open and close facility.

Glass Removal – If the removal of the glass is required the Town will remove it and replace it at cost.

Persons renting the arena floor space during the off season for a three day or more event shall be allowed the use of the arena floor space on the day before and/or the day after the event, at a reduced daily rental rate equal to one-half the normal daily rental rate. This provision is established to accommodate extra time that the renter may need to set up and/or disassemble any structures or displays necessary for the event but is not intended for the purpose of running the event itself. The renter will be responsible for advising the Parks & Leisure Services Department if either of these extra days is required when booking the facility.

Advertising

Schedule E

Public Skating

Public Skating is provided FREE to the public – sponsored by Local Businesses and Organizations.

1 Month - \$500 plus GST

2 Weeks - \$300 plus GST

Rink Board Advertising

Rates will be as follows for Red and Blue Arenas:

Cost	3 X 8 foot	=	\$425.00 + GST
	3 X 7 foot	=	\$400.00 + GST
	3 X 6 foot	=	\$375.00 + GST
	3 X 4 foot	=	\$350.00 + GST

Advertiser to pick up material and deliver it back to the Parks & Leisure Services Office for installation.

Contract will be automatically renewed each year until such time as the Advertiser or Town ends the agreement.

Rink Board Advertising is sold on first come first serve basis. Local businesses will be given preference.

The Director of Parks & Leisure Services or designate and the Town CAO has authority to add or delete advertising space on a one-year trial basis in the Recreation Centre. Rates will vary depending upon location, size, etc. and to be consistent with other advertising prices

Ice Resurfacing Machine Advertising

Rates will be as follows:

The cost to advertise on the Ice Resurfacing Machine is \$1,500/year.

Term of agreement to be established and agreed upon between the Parks and Leisure Services Department and Advertiser.

Advertiser is responsible for the costs of design, production and installation or decals on Ice Resurfacing Machine with Parks and Leisure Services Department approval of design and installation method.

Storage & Office Space Rates**Schedule F**

Storage and Office Space is available within the SRC for community groups and facility users to use as storage rooms and rent various items.

Storage space is sold on a first come first serve basis.

Locker Name	Size	Cost/Year	Code
Portable Storage A	12' x 4'	\$163.20	1PSA
Portable Storage B	12' x 4'	\$163.20	1PSB
Portable Storage C	12' x 4'	\$163.20	1PSC
Portable Storage D	12' x 4'	\$163.20	1PSD
Portable Storage E	1'4" x 4'	\$19.04	1PSE
Portable Storage F	12' x 4'	\$163.20	1PSF
Portable Storage G	4' x 15'6"	\$212.16	1PSG
Portable Storage H	4' x 16'	\$217.60	1PSH
Bleacher Imperials	10' x 32'	\$1312.00	1BLO
Bleacher Storage FSO	12' x 10'	\$492.00	1BFSO
Bleacher Storage 1	4' x 8'	\$131.20	1BS1
Bleacher Storage 2	4' x 8'	\$131.20	1BS2
Bleacher Storage 3	4' x 8'	\$131.20	1BS3
Bleacher Storage 4	4' x 8'	\$131.20	1BS4
Bleacher Storage 5	4' x 8'	\$131.20	1BS5
Bleacher Storage 6	4' x 8'	\$131.20	1BS6
Bleacher Storage 7	3'6" x 8'	\$118.08	1BS7
Bleacher Storage 8	3'6" x 8'	\$118.08	1BS8
Bleacher Storage 9	3'6" x 8'	\$118.08	1BS9
Bleacher Storage 10	3'6" x 8'	\$118.08	1BS10
Bleacher Storage 11	3'6" x 8'	\$118.08	1BS11
Bleacher Storage 12	3'6" x 8'	\$118.08	1BS12
Bleacher Storage 13	10' x 10'	\$410.00	1BM13
Bleacher Storage 14	11' x 3'	\$135.30	1BS14
Bleacher Storage 15	6' x 3'	\$73.80	1BS15
Bleacher Storage 16	6' x 3'	\$73.80	1BS16
Bleacher Storage 17	6' x 4'	\$98.40	1BS17
Office Storage Cage A	6' x 13'	\$331.50	2SCA
Office Storage Cage B	10' x 13'	\$552.50	2SCB
Office Storage Cage C	6' x 13'	\$331.50	2SCC
Bleacher Pool Storage	8' x 12'	\$393.60	1PSSC
Office Space – Minor Hockey	10'3' x 18'1"	\$960.11	2MHO

Price Base (Minor Sports to receive 50% grant):

Office Space	\$5.15/ sq ft.
Office Storage	\$4.25/sq ft.
Bleacher Storage	\$4.10/sq ft.
Portable Storage	\$3.40/sq ft.

TOWN OF STETTLER

Prepared by: Parks & Leisure Department Number: X-1(e)(vii)
Adopted by: Town of Stettler Council Original Policy: 2000 12 05
Previous Policy: 2018 03 06
Current Policy: 2022 10 04

Title: **Ball Diamond Rates**

Purpose: To establish ball diamond rates for adult teams and the Stettler Minor Ball Association for the use of ball diamonds.

Policy Statement: Ball diamond rates are established annually to comply with Town Council's desire for adults to pay 100% and children/youth to pay 50% of an appropriate and/or proportionate share of budgeted/recoverable expenses attributed to user groups.

Philosophy of Facilities:

Cost recovery: The Town of Stettler strives to provide all facilities at no extra cost to taxpayers. This user pay system has provided excellent facilities available to Stettler Town and County users at reasonable rates.

Grant: In order to make facilities affordable to minor sports 50% of the fee is waived.

Joint use agreement Town and County: The County of Stettler contribution is applied directly against overall facility costs in the rate structure equation for the respective facilities.

Joint use agreement Town and Clearview School Division: Free exchange of facilities during off hours.

KidSport: Has been initiated in Stettler to make sure that none of the fees charged become a barrier to lower income families.

Sponsorships: Will be applied to rates under additional revenue in the rate structure equation.

Public Factor: Public facilities have general availability/usage that is not related to the specific user groups. Some of this excess capacity shall be taken into consideration when determining an appropriate and/or proportionate share of budgeted expense to be recovered in the calculation of each fee.

Ball Diamond Rates

Schedule A

Rate Calculations:

The following Ball diamond rates are established annually by Administration to comply with the Policy Statement and the Philosophy of Facilities.

Ball Diamond Rates – Effective Spring 2023

Cost Breakdown

Year	2023	2024
Minor Soccer Association	\$13,000	\$14,800
Minor Soccer Association-less 50% Minor Sports Grant	\$6,500	\$7,400
Adults – per team per season	\$430	\$430
Day Use Rate (Other Groups)	\$50	\$60

Events requiring additional services over and above those normally provided by the Town of Stettler will be required to pay for those services in addition to any rates outlined above. These additional event services can include, but is not exclusive to:

- a) Additional Porta Potty Rentals and Pump Outs
- b) Additional Garbage Bin Containment
- c) Additional Diamond Floats

Rates for additional services will be determined by the Parks and Leisure Services Department based on time required and third-party vendor costs.

Rates for use of the overflow campground at the Stettler Sports Park to be determined as per the Town of Stettler Sports Park Rental Information Package and Agreement

TOWN OF STETTLER

<u>Prepared by:</u>	Parks & Leisure Services	<u>Number:</u>	X-1 (g)
<u>Adopted by:</u>	Town of Stettler Council	<u>Original Policy:</u>	2004 04 06
		<u>Previous Policy:</u>	2018 03 06
		<u>Current Policy:</u>	2022 10 04

Title: **Soccer Field Rates**

Purpose: To establish soccer field rates for adult teams and the Stettler Minor Soccer Association for the use of soccer fields.

Policy Statement: Soccer field rates are established annually to comply with Town Council's desire for adults to pay 100% and children/youth to pay 50% of an appropriate and/or proportionate share of budgeted/recoverable expenses attributed to user groups.

Philosophy of Facilities:

Cost Recovery: The Town of Stettler strives to provide all facilities at no extra cost to tax payers. This user pay system has provided excellent facilities available to Stettler Town and County users at reasonable rates.

Grant: In order to make facilities affordable to minor sports 50% of the fee is waived.

Joint use agreement Town and County: The County of Stettler contribution is applied directly against overall facility costs in the rate structure equation for the respective facilities.

Joint use agreement Town and Clearview School Division: Free exchange of facilities during off hours.

KidSport: Has been initiated in Stettler to make sure that none of the fees charged become a barrier to lower income families.

Sponsorships: Will be applied to rates under additional revenue in the rate structure equation.

Public Factor: Public facilities have general availability/usage that is not related to the specific user groups. Some of this excess capacity shall be taken into consideration when determining an appropriate and/or proportionate share of budgeted expense to be recovered in the calculation of each fee.

Soccer Field Rates

Schedule A

Rate Calculations:

The following Soccer Field rates are established annually by Administration to comply with the Policy Statement and the Philosophy of Facilities.

Soccer Field Rates – Effective Spring 2023

Cost Breakdown

Year	2023	2024
Minor Soccer Association	\$14,800	\$14,800
Minor Soccer Association-less 50% Minor Sports Grant	\$7,400	\$7,400
Adults – per team per season	\$430	\$430
Day Use Rate (Other Groups)	\$25	\$25

Events requiring additional services over and above those normally provided by the Town of Stettler will be required to pay for those services in addition to any rates outlined above. These additional event services can include, but is not exclusive to:

- a) Additional Porta Potty Rentals and Pump Outs
- b) Additional Garbage Bin Containment

Rates for additional services will be determined by the Parks and Leisure Services Department based on time required and third party vendor costs.

Rates for use of the overflow campground at the Stettler Sports Park to be determined as per the Town of Stettler Sports Park Rental Information Package and Agreement

MEMORANDUM

Date: September 30, 2022

To: Greg Switenky
CAO

From: Brad Robbins
Manager, Recreation & Culture

Re: **Stettler Recreation Centre Score clocks and Console Replacement**

Background:

Approved 2022 capital budget was for \$28,000 to remove and install new scoreboards, dressing room timers and control consoles. The amount approved was based on a budget quote received in January 2022.

Through the RFP process it was identified that the original budgetary quote did not include the cost of installation in addition to data and electrical work required.

Summary of RFP's received by town office on September 9, 2022

The RFP was posted on Alberta Purchasing Connection and advertised directly with various suppliers. Three (3) proposals were received for the project as follows:

Rock Advertising Inc.	\$44,010.00
Longbow Sales Inc	\$44,065.00
Evolution AV	\$64,088.13

Proposal pricing above does not include GST.

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the RFP of the Stettler Recreation Centre Score clocks and Console Replacement to Rock Advertising Inc in the amount of \$44,010.00 funded through the 2022 Capital Budget.

OES SCOREBOARD SAMPLE



MEMORANDUM

To: Greg Switenky, CAO
From: Steven Gerlitz, Asst. CAO
Date: October 4, 2022
Re: Physical Supply – Natural Gas (2023, 2024, 2025, 2026)

Recommendation

That the Town of Stettler Council ratify Administration entering into a Natural Gas Physical Supply Contract with Access Gas for the four (4) year period 2023-2026; at a base rate of \$5.46/GJ, load following basis with 75% weather normalized equivalent.

Background Information

Administration has been working with Energy Associations International (EAI) for the physical supply of natural gas to the Town of Stettler from 2023 onward. Our current agreement with Access Gas expires December 31, 2022 at a cost of \$2.67/GJ with 75% weather normalized equivalent protection.

Market Conditions

Administration and EAI considered many current and long-term market conditions:

- Storage levels in North America are not showing any signs of recovery
- Alberta natural gas storage has recovered to be in line with 2021 levels, however gas is now trading based on international factors, and less about supply/demand balance here at home.
- YTD Spot price for natural gas is trending at \$5.75/GJ
- Carbon tax levy (\$/GJ) – Jan 2020 - \$1.05 / April 2020 - \$1.58 / April 2021 - \$2.10 / April 2022 - \$2.63 / April 2023 - \$3.29 / April 24 - \$4.05 / April 2026 - \$5.57 / April 2027 - \$6.33 / April 2028 - \$7.08 / April 2029 - \$7.84 / April 2030 - \$8.60

Administration agreed with EAI that it was a good time in the market to procure natural gas supply over a 2-to-4-year term. This term will offer price and budget stability to serve the Town of Stettler's load profile requirements at a unit price lower than the current wholesale cost of natural gas.

With that in mind, Administration authorized the "Town of Stettler Natural Gas RFP"

- Release of RFP – Friday, April 1, 2022
- Indicative Pricing Date - Thursday, April 14, 2022 @4:30pm
- Firm Bid Round (Time Sensitive) - Wednesday, September 7, 2022 @ 10:00am (2 companies that submitted pricing to RFP were invited to the Firm Bid Round – Access Gas & Direct Energy)

Financial Implications

Access Gas – 4-year Contract (January 1, 2023 to December 31, 2026) - \$5.46/GJ

- \$125,934.90 total commodity cost per year (23,065GJ x \$5.46/GJ)
- Plus \$0.30/GJ EAI Management Fee
 - \$132,854.40 total commodity cost per year (\$5.46+\$0.30 x 23,065GJ)

Current costs

- Access Gas - \$2.67/GJ + \$0.30/GJ EAI Management Fee (5 Year Contract – 2018 to 2022)
- \$68,503.05 total commodity cost per year (\$2.67 + \$0.30) x 23,065GJ))
- \$64,351 Increase (\$132,854 - \$68,503)
- 2023 Carbon Levy Increase – \$15,223 (2023 - 23,065GJ x 3.29/GJ = \$75,884 / 2022 – 23,065GJ x \$2.63/GJ = \$60,661)

Communication

- Greg Switenky – CAO
- Thomas Glenwright – EAI
- Michelle McCarry – EAI



**Block Purchase Option - Alberta
Schedule A – Transaction Confirmation**

This is **Schedule A.004** to a Commercial Natural Gas Supply and Management Services Agreement between:

Town of Stettler (the "Customer")
and
ACCESS GAS SERVICES INC. ("AGS")

Subject to the terms and conditions set out herein and in the Commercial Natural Gas Supply and Management Services Agreement between the Customer and AGS, the Customer agrees to purchase natural gas from AGS as outlined below:

1. PURCHASE DETAILS:

1.1

Transaction Date:	7-Sep-22	Volume Profile (GJs/Day)	
Flow Date: <small>(the "Flow Date")</small>	1-Jan-23	November	90.6
End Date:	31-Dec-26	December	112.9
Delivery Point:	AECO	January	105.8
Quality of Service:	Firm	February	110.2
Bid Price (\$CDN/GJ): <small>(the "Bid Price")</small>	Not to Exceed: \$5.46 CDN/GJ	March	80.9
Executed Price (\$CDN/GJ): <small>(the "Executed Price" – to be entered by AGS)</small>	\$5.46 CDN/GJ	April	49.5
Specific Terms:	n/a.	May	26.0
		June	12.6
		July	8.0
		August	12.2
		September	26.3
		October	54.9

1.2 On or before the Flow Date, AGS will in turn effect this Schedule A and provide written confirmation to the Customer of the Executed Price, which Executed Price shall not exceed the Bid Price. Notwithstanding the previous sentence, should AGS be unable to secure the natural gas profile set out above at or below the Bid Price prior the Flow date, this Schedule A shall become null and void as though never executed by the parties.

Acknowledged and agreed to by the parties as indicated by the signatures below:

Signature:

Sean Mills
Mayor

Name of Signatory (Please Print):

Title of Signatory (Please Print):

Date:

Town of Stettler
BOX 280, 5031 50th St.
Stettler, AB T0C 2L0
Telephone: (403) 742-8305
Fax: (703) 740-9569

Signature:

Charlie Barrotta

Charlie Barrotta

Name of Signatory (Please Print):

VP

Title of Signatory (Please Print):

September 7, 2022

Date:

Access Gas Services Inc.
#201 – 800 Carleton Court
Delta, BC V3M 6Y6
Telephone: 604-519-0862
Fax: 604-519-0873



List of Sites
Schedule B – Site(s)

This is **Schedule B** to a Commercial Natural Gas Supply and Management Services Agreement between:

Town of Stettler (the “Customer”)
and
ACCESS GAS SERVICES INC. (“AGS”)

1. Site(s):

List of Sites				
#	Site Name	Site Address	Site ID #	Enrollment Date
X	Family/Community Support Services	4720 50 ST, Stettler	7020106485	01-Jan-14
X	Gear Up 5009 48 Street	5009 48 ST, Stettler	7020435124	01-Jan-14
X	Golf Course	4701 61 St, Stettler	7020342801	18-Jun-20
X	Stettler Museum	6502 44 Ave, Stettler	7020381308	30-Oct-15
5	Stettler Regional Board of Trade & Tourism Centre	6606 50 AVE, Stettler	7020615386	01-Jan-14
X	Stettler Regional Child Care Centre	5702 48 Ave, Stettler	7020591722	01-Jan-14
7	Town of Stettler - Airport	38532 RANGE ROAD-201, St Cnty Of Stettler	7020189330	01-Jan-14
8	Town of Stettler - Community Hall	5101 46 AVE, Stettler	7020438513	01-Jan-14
9	Town of Stettler - Fire-Joint	4802 47 AVE, Stettler	7020216840	01-Jan-14
10	Town of Stettler - Joint Office	5031 50 ST, Stettler	7020753884	01-Jan-14
11	Town of Stettler - Legion Hall	5014 51 ST, Stettler	7020076825	01-Jan-14
12	Town of Stettler - Parks-Lions Park	4621 62 ST, Stettler	7020256912	01-Jan-14
13	Town of Stettler - Recreation Centre (SRC)	6202 44 AVE, Stettler	7020453742	01-Jan-14
X	Town of Stettler - Royal Canadian Legion	5010 51 ST, Stettler	7020471872	01-Jan-14
15	Town of Stettler - Sewer (1)	5011 62 ST, Stettler	7020062316	01-Jan-14
16	Town of Stettler - Sewer (2)	4914 57 ST, Stettler	7020463360	01-Jan-14
X	Town of Stettler - Stettler Curling Club	5111 46 AVE, Stettler	7020550395	01-Jan-14
X	Town of Stettler - Summer Village of White Sands	8 Front Street, White Sands	7020644296	01-Jan-14
X	Town of Stettler - Superfluidity	4832 50 St, Stettler	7020500437	01-May-18
20	Town of Stettler - Town Shop	5110 62 St, Stettler	7020437835	21-Jan-14
21	Town of Stettler - Water Trans	4613 47 AVE , Stettler	7020004688	01-Jan-14
22	Town of Stettler - Water Treatment Plant	SW 27 038 22W4, Stettler	7020286055	01-Jan-14

Signature: _____ 

Dated: Sept 7, 2022

X Includes Affiliates



Volume Allocation By Site

Town of Stettler

Target Percentage Locked In: 75%

Forecasted Natural Gas Consumption Volumes* (GJs) :															
Site Address	Site ID#	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total	
X 1	4720 50 ST, Stettler	7020106485												-	
XX 2	5009 48 ST, Stettler	7020435124												-	
X 3	4701 61 St, Stettler	7020342801												-	
X 4	6502 44 Ave, Stettler	7020381308												-	
5	6606 50 AVE, Stettler	7020615386												-	
X 6	5702 48 Ave, Stettler	7020591722												-	
7	38532 RANGE ROAD-201,	7020189330												-	
8	5101 46 AVE, Stettler	7020438513												-	
9	4802 47 AVE, Stettler	7020216840												-	
10	5031 50 ST, Stettler	7020753884												-	
11	5014 51 ST, Stettler	7020076825												-	
12	4621 62 ST, Stettler	7020256912												-	
13	6202 44 AVE, Stettler	7020453742												-	
X 14	5010 51 ST, Stettler	7020471872												-	
15	5011 62 ST, Stettler	7020062316												-	
16	4914 57 ST, Stettler	7020463360												-	
XX 17	5111 46 AVE, Stettler	7020550395												-	
18	8 Front Street, White Sands	7020644296												-	
XX 19	4832 50 St, Stettler	7020500437												-	
20	5110 62 St, Stettler	7020437835												-	
21	4613 47 AVE, Stettler	7020004688												-	
22	SW 27 038 22W4, Stettler	7020286055												-	
Total			3,622.0	4,667.0	4,371.0	4,115.0	3,345.0	1,978.0	1,073.0	504.0	329.0	506.0	1,050.0	2,270.0	27,830.0
Total GJs/Month			3,622.0	4,667.0	4,371.0	4,115.0	3,345.0	1,978.0	1,073.0	504.0	329.0	506.0	1,050.0	2,270.0	27,830.0
Average GJs/Day			120.7	150.5	141.0	147.0	107.9	65.9	34.6	16.8	10.6	16.3	35.0	73.2	

*Estimates based on recent historical consumption data provided by the LDC. Please inform Access Gas Services Inc. of any expected changes in your consumption patterns.

Town
23,065
Affiliates
4765

Daily Volume Allocation (GJs) :														
Site Address	Site ID#	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
1	4720 50 ST, Stettler	7020106485												
2	5009 48 ST, Stettler	7020435124												
3	4701 61 St, Stettler	7020342801												
4	6502 44 Ave, Stettler	7020381308												
5	6606 50 AVE, Stettler	7020615386												
6	5702 48 Ave, Stettler	7020591722												
7	38532 RANGE ROAD-201,	7020189330												
8	5101 46 AVE, Stettler	7020438513												
9	4802 47 AVE, Stettler	7020216840												
10	5031 50 ST, Stettler	7020753884												
11	5014 51 ST, Stettler	7020076825												
12	4621 62 ST, Stettler	7020256912												
13	6202 44 AVE, Stettler	7020453742												
14	5010 51 ST, Stettler	7020471872												
15	5011 62 ST, Stettler	7020062316												
16	4914 57 ST, Stettler	7020463360												
17	5111 46 AVE, Stettler	7020550395												
18	8 Front Street, White Sands	7020644296												
19	4832 50 St, Stettler	7020500437												
20	5110 62 St, Stettler	7020437835												
21	4613 47 AVE, Stettler	7020004688												
22	SW 27 038 22W4, Stettler	7020286055												
Total			90.6	112.9	105.8	110.2	80.9	49.5	26.0	12.6	8.0	12.2	26.3	54.9
Total GJs/Day			90.6	112.9	105.8	110.2	80.9	49.5	26.0	12.6	8.0	12.2	26.3	54.9
Percentage Locked In			75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%

Customer Initial: ASD

Date: Sept 7, 2022



Town of Stettler

Natural Gas Product Quote Summary

Lowest priced quotes are bolded and highlighted in green. Pricing is firm, based on natural gas supplier offers as of September 7, 2022 @ 10:00am Alberta time. Fixed quotes are based on 75% of weather normalized portfolio volumes.

Shaped Block Quotes

Start Date: January 1, 2023

End Date	Direct Energy	Access Gas
December 31, 2023	\$5.79	\$5.85
December 31, 2024	\$5.51	\$5.51
December 31, 2025	\$5.45	\$5.45
December 31, 2026	\$5.48	\$5.46
December 31, 2027	\$5.54	\$5.52
Administration Fee:	\$0.00	\$0.00
Applies to:	N/A	N/A
Annual Cost: Administration Fee:	\$0.00	\$0.00
Imbalance Fee:	\$0.05	\$0.05
Applies to:	Excess Volumes	Imbalance Volumes
Annual Cost - Imbalance Fee:	\$348	\$348
Total Annual Cost - 1 Year:	\$162,944	\$164,197
Total Annual Cost - 2 Year:	\$157,099	\$157,099
Total Annual Cost - 3 Year:	\$155,847	\$155,847
Total Annual Cost - 4 Year:	\$156,473	\$156,055
Total Annual Cost - 5 Year:	\$157,725	\$157,308
Cost Rank - 1 Year:	1	2
Cost Rank - 2 Year:	1	1
Cost Rank - 3 Year:	1	1
Cost Rank - 4 Year:	2	1
Cost Rank - 5 Year:	2	1

4 year.

	Wholesale Price (\$/ GJ)	YTD High (\$/ GJ)	YTD Low (\$/ GJ)
CAL23	\$5.29	\$6.21	\$2.95
CAL24	\$4.69	\$5.03	\$2.79
CAL25	\$4.85	\$4.96	\$2.82
CAL26	\$5.05	\$5.14	\$2.91
CAL27	\$5.24	\$5.28	\$2.93

Note: Commodity Cost assumes 75% of normalized volumes purchased at fixed contract rate; with imbalance volumes being sold at a projected average AECO "C" index price of \$6.00/ GJ. All imbalance fees and administration fees are included in the annual cost summary. Quote summary reflects the annual cost of commodity purchase and related administration & balancing fees only.

UFGs, Delivery charges, Riders, Carbon Levy and Local Access Fees are not included. Annual costs are based on volume projections listed in the contract volume schedule associated with the firm bid.

MEMORANDUM

To: Greg Switenky, CAO

From: Steven Gerlitz, Asst. CAO

Date: October 4, 2022

Re: Parkland Regional Library – 2023 Budget Requisition

Recommendation

That the Town of Stettler approve the Parkland Regional Library 2023 Budget with a requisition of \$8.75 per capita – Total Requisition - \$52,080.00 (5952 x \$8.75)

Background Information

We are in receipt of the Parkland Regional Library’s budget for 2023 (1 year budget), with a 2023 per capita requisition of **\$8.75 (2023 - \$8.75 = \$52,080.00 / 2022 - \$8.55 = \$50,889.60 - \$1,190.40 – 2.34% increase)**

The updated municipal requisitions are as follows:

- 2008 - \$6.11
- 2009 - \$6.58
- 2010 - \$6.77
- 2011 - \$6.97
- 2012 - \$7.07 (\$7.29 & \$7.18 previous)
- 2013 - \$7.28 (\$7.53 & \$7.67 previous)
- 2014 - \$7.50 (\$7.62 & \$7.91 previous)
- 2015 - \$7.73 (\$7.87 previous)
- 2016 - \$7.88 (\$8.08 & \$8.27 previous)
- 2017 - \$8.04 - 2% increase
- 2018 - \$8.12 – 5% increase
- 2019 - \$8.25 – 1.66% increase
- 2020 - \$8.55 – 4% increase
- 2021 - \$8.55 – 0% increase
- 2022 - \$8.55 – 0% increase
- 2023 - \$8.75 – 2.34% increase**
- 2024 - \$8.90 – 2% estimated increase
- 2025 - \$9.07 – 2% estimated increase

Year	Per Capita	Population	Requisition	Diff	%
2004			\$21,060.78		
2005			\$28,377.18	\$7,316.40	35%
2006			\$28,377.18	\$0.00	0%
2007			\$29,526.90	\$1,149.72	4%
2008			\$33,103.98	\$3,577.08	12%
2009	\$6.58	5843	\$38,446.94	\$5,342.96	16%
2010	\$6.77	5843	\$39,557.11	\$1,110.17	3%
2011	\$6.97	5843	\$40,725.71	\$1,168.60	3%
2012	\$7.07	5843	\$41,310.01	\$584.30	1%
2013	\$7.28	5748	\$41,845.44	\$535.43	1%
2014	\$7.50	5748	\$43,110.00	\$1,264.56	3%
2015	\$7.73	5748	\$44,432.04	\$1,322.04	3%
2016	\$7.88	5748	\$45,294.24	\$862.20	2%
2017	\$8.04	5748	\$46,213.92	\$919.68	2%
2018	\$8.12	5952	\$48,330.24	\$2,116.32	5%
2019	\$8.25	5952	\$49,104.00	\$773.76	2%
2020	\$8.55	5952	\$50,889.60	\$1,785.60	4%
2021	\$8.55	5952	\$50,889.60	\$0.00	0%
2022	\$8.55	5952	\$50,889.60	\$0.00	0%
2023	\$8.75	5952	\$52,080.00	\$1,190.40	2.34%
2024	\$8.93	5952	\$53,121.60	\$1,041.60	2.00%
2025	\$9.10	5952	\$54,184.03	\$1,062.43	2.00%

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year. The Parkland Regional Library Board requests that council approves the 2023 budget and notifies PRL In writing so that any concerns can be addressed at the PRL Board meeting on November 17th.

Financial Implications

2023 Budget - \$52,080.00 – 2.34% Increase

Alternatives to the Recommendation

That the Town of Stettler send a letter under Mayor Nolls signature indicating that the Town does not approve the Parkland Regional Library 2023 Budget for the following reasons:

-

Points to Ponder

- Most expense lines of the budget remain stable. Those lines with increases such as the vehicle expense line (2.16), the audit line (3.1), or the building repair and maintenance line (3.4) reflect inflationary increases. The staff salary and benefits lines (3.9 and 3.10) have received a cost-of-living adjustment in accordance with Parkland's Cost of Living and Compensation policy statement. The Trustee Expense line (3.15) has also been reduced slightly, since meeting reimbursement costs have declined due to the switch to virtual meetings.
- Cooperative Collection Fund has been discontinued as a line item but for this year will be funded from reserves, (see the Budget Supplement section). This fund was designed to give Parkland staff a budget line for the purchase of physical materials (e.g. books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect member library needs.
- Provincial grants amount to approximately 43.6% of PRLS' total income.
- At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$219,600 which includes a wireless upgrade project for libraries. In addition, there is a reserve fund transfer for the purchase of one new cargo vehicle (estimated at \$40,500).
- One other reserve fund transfer for 2023 is for the one-time use of funds to continue the Cooperative Collection project requested at \$35,000.
- By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Communication

- Kara Hamilton – Office Administrator
- Greg Switenky – CAO

Documentation

- Parkland Regional Library - Proposed Budget 2023



Proposed BUDGET 2023

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2023 Budget

Present
Budget

		2022	2023
Income			
1.1	Provincial Operating Grant	992,621	992,621
1.2	First Nations Grant	145,602	145,602
1.3	Membership Fees	1,939,986	2,001,335
1.4	Alberta Rural Library Services Grant	429,742	429,742
1.5	Interest Income	28,500	28,500
TOTAL Income		3,536,451	3,597,800
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	429,742	429,742
2.2	Allotment Funds issued to Libraries	256,396	259,362
2.3	Cataloguing Tools	3,000	3,000
2.4	Computer Maint. Agree. Software licenses	201,885	207,512
2.5	Cooperative Collection Fund	35,835	0
2.6	eContent Platform fees, Subscriptions	78,100	78,100
2.7	FN Provincial Grant expenses	78,839	78,839
2.8	Freight	1,800	1,200
2.9	Internet Connection Fees	8,820	8,820
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	68,070	68,617
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	4,500	2,000
2.15	Supplies purchased Cataloguing/Mylar	18,500	19,000
2.16	Vehicle expense	46,000	59,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	57,500	57,500
2.20	Large Print	10,000	10,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,000	4,000
TOTAL Support Materials & Services Direct to Libraries		1,345,787	1,329,492
Cost of Services			
3.1	Audit	16,500	20,000
3.2	Bank expenses	1,600	1,700
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	18,000	21,500
3.5	Dues/Fees/Memberships	12,200	12,750
3.6	Insurance	19,000	20,500
3.7	Janitorial/Outdoor maintenance expense	34,000	35,000
3.8	Photocopy	4,000	4,300
3.9	Salaries	1,588,659	1,666,962
3.10	Salaries - Employee Benefits	349,505	353,396
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	32,500	29,000
3.13	Telephone	8,000	8,500
3.14	Travel	8,000	8,000
3.15	Trustee expense	35,000	26,000
3.16	Utilities	39,000	36,000
TOTAL Cost of Services		2,190,664	2,268,308
TOTAL Expenses (library materials & cost of service)		3,536,451	3,597,800
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		8.55	8.75

Notes for the Parkland Regional Library System Budget 2023

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 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.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2023, there is a twenty-cent increase to the municipal per capita requisition to \$8.75. Parkland has held the requisition at \$8.55 for the previous three consecutive years. For calculating the municipal levy for 2023, Parkland will be using the Population Estimates and Projections supplied by the Office of Statistics and Information at Alberta Treasury Board and Finance.

The budget was built around the assumption that the government of Alberta operating grant will remain at \$4.70 per capita and based on 2016 population statistics. Likewise, staff assume the rural library services grant will remain at \$5.55 per capita and based on 2016 population statistics.

Points within the budget to note include:

Most expense lines of the budget remain stable. Those lines with increases such as the vehicle expense line (2.16), the audit line (3.1), or the building repair and maintenance line (3.4) reflect inflationary increases. The staff salary and benefits lines (3.9 and 3.10) have received a cost-of-living adjustment in accordance with Parkland's Cost of Living and Compensation policy statement. The Trustee Expense line (3.15) has also been reduced slightly, since meeting reimbursement costs have declined due to the switch to virtual meetings.

Cooperative Collection Fund has been discontinued as a line item but for this year will be funded from reserves, (see the Budget Supplement section). This fund was designed to give Parkland staff a budget line for the purchase of physical materials (e.g. books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect member library needs.

Provincial grants amount to approximately 43.6% of PRLS' total income.

At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$219,600 which includes a wireless upgrade project for libraries. In addition, there is a reserve fund transfer for the purchase of one new cargo vehicle (estimated at \$40,500). One other reserve fund transfer for 2023 is for the one-time use of funds to continue the Cooperative Collection project requested at \$35,000. By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Staff have included a document with the budget package comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 98% of the 2023 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running Parkland system headquarters.

Parkland Regional Library System

Return on Municipal Levy

Based on 2022 and 2023 Budgeted Amounts

	2022	2023
Materials Allotment for Libraries (Books, DVD's, Audiobooks, etc.)	\$256,396	\$259,362
Rural Library Services Grant	\$429,742	\$429,742
Cooperative Collection Fund (from Reserves in 2023)	\$35,835	\$35,000
Technology (Hardware– budget plus reserves)	\$162,800	\$219,600
Postage (Reimbursement for Interlibrary Loan)	\$4,500	\$2,000
Software (For computers, ILS, etc.)	\$201,885	\$208,205
Rotating Collections (Large Print, Audiobooks, Programming Kits, etc.)	\$21,000	\$21,000
Internet (Connectivity provided to member libraries)	\$8,820	\$8,820
eContent (Platforms & Purchases of eBooks, eAudiobooks, etc.)	\$135,600	\$135,600
Vehicle Expense (\$40,500 from reserves for new van plus ongoing budgeted expenses)		\$99,500
Marketing/Advocacy	\$20,000	\$20,000
Workshop/Training	\$14,000	\$14,000
Cataloguing Supplies	\$31,500	\$32,000
Contribution to Outlet Libraries*	\$800	\$800
Materials Discount (42% in 2022)	\$107,686	\$98,558
SuperNet (Fiber Optic connection provided by GOA to library system members)	\$370,022	\$370,022
Sub-Total	\$1,800,586	\$1,954,209
Requisition	\$1,939,986	\$2,001,335
	93%	98%
Difference Between Levy & Direct Return	\$139,400	\$47,126

*\$200 each for Brownfield, Nordegg, Spruce View, and Water Valley Libraries⁴⁶

Brief Notes – September 2023

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on statements from the Public Library Services Branch (PLSB) calculated at \$4.70 per capita.
- 1.2 The First Nations grant for reserve residents is calculated at \$10.25 per capita
- 1.3 Estimated requisition to municipalities to balance budget slight increase to \$8.75
- 1.4 Based on statements from PLSB and calculated at \$5.55 per capita
- 1.5 Held at 2022 level - reflects the anticipated returns on investments

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on statement from PLSB - see 1.4 above
- 2.2 Reflects allotment rate of \$1.13 per capita
- 2.3 Line slightly increased which includes the Polaris Integrated Library system maintenance agreement, purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, PRLS' management of wireless networks
- 2.4 Cooperative Collection Fund – has been discontinued as a line item and will be funded through reserves.
- 2.5 Line reduced to \$45,000 due to changes in use patterns and changes in fees covered – funds shifted to 2.9 and 2.19 - for platform and library services subscriptions
- 2.6 Funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland's six First Nations Reserves
- 2.7 Reduced - for vendor freight costs for library materials, in-house collections, IT equipment and shipment of computers for repairs and/or replacement parts
- 2.8 Held at 2022 level
- 2.9 Name changed and items consolidated from line 2.5 – increased to \$6,500
- 2.10 Newly created in 2022 -amount held - used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS
- 2.11 Based on current population at \$0.30 per capita
- 2.12 Held at \$800 - operating funding provided to PRLS' four outlet libraries
- 2.13 Held at \$1,000 based on actual
- 2.14 Reduced based on actual - includes both ILL postage reimbursement to libraries and ILL's sent from HQ for libraries
- 2.15 Increased, based on actual - used for purchasing library material processing items such as laminated book covers, cataloguing records, and multimedia cases
- 2.16 Increased significantly – for the operations of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for fuel costs continuing to rise
- 2.17 Held at \$14,000 - includes costs for all workshops, conferences, projects, and training activities for library managers, staff, and boards

PRLS Circulating Collections

- 2.18 Held at 2022 amount
- 2.19 Increased to \$87,500 to reflect use patterns – funds shifted from 2.5
- 2.20 Increased slightly to \$11,000
- 2.21 Held at 2022 amount
- 2.22 Reduced to \$2,600 – Grant Connect fee moved to line 2.5

COST OF SERVICES

- 3.1 Increased to reflect the new 3-year audit proposal for 2022-2024– also includes costs for an annual letter from PRLS’ lawyer required for the audit process
- 3.2 Increased slightly to \$1,700 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Held at 2022 level of \$4,700 based on review of actual over a three-year period
- 3.4 Increased to \$21,500 - actual costs reviewed for maintaining the new building with elevator
- 3.5 Increased slightly to \$12,750 - to cover PRLS’ cost to belong to membership organizations (e.g. The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), etc.)
- 3.6 Increased slightly - covers five vehicles, cyber insurance, and new building coverage etc.
- 3.7 Increased slightly to \$35,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance and snow removal
- 3.8 Increased slightly – reflects fees for photocopiers and estimated usage
- 3.9 Reflects current staff levels
- 3.10 Reflects predicted costs for staff benefits based on current staff levels
- 3.11 Held at the 2022 amount
- 3.12 Reduced slightly - based on a five-year review
- 3.13 Increased slightly based on actual - includes line charges, toll free number, mobile telephones, and long-distance costs
- 3.14 Held at 2022 level – based on 3-year review of actual expenses
- 3.15 Reduced to \$26,000 – due to the use of virtual meetings. Includes executive and advocacy committee meetings, external meetings for trustees and to support trustee activities
- 3.16 Based on actual in new building to date and then estimated – reduced to \$36,000

Complete Notes to the 2023 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2023 Budget

	Present Budget	
	2022	2023
Income		
1.1 Provincial Operating Grant	992,621	992,621
1.2 First Nations Grant	145,602	145,602
1.3 Membership Fees	1,939,986	2,001,335
1.4 Alberta Rural Library Services Grant	429,742	429,742
1.5 Interest Income	28,500	28,500
TOTAL Income	3,536,451	3,597,800

Income – line details

1.1 Provincial Operating Grant:

for budgeting purposes, the provincial operating grant rate is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2016 population statistics at \$4.70 per capita - this rate is subject to change annually.

1.2 First Nations Grant:

The First Nations (FN) grant from the PLSB is expected to be ongoing. It is calculated at \$10.25 per capita based on First Nations reserve populations found within Parkland’s service area. The grant is to enable library services to FN reserve residents. This is composed of two grants; the \$4.70 system operating grant and the \$5.55 per capita operating grant. The \$4.70 is used to fund operations of the regional system, the \$5.55 per capita is to fund various First Nations initiatives. See line 2.7.

1.3 Membership Fees:

\$8.75 per capita – requisition to municipalities to balance the budget, a twenty cent increase per capita. The previous note was held at \$8.55 for three consecutive years.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents. Based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board, the grant is passed entirely to libraries as directed by these municipalities. Based on information from the PLSB, the grant will be calculated using 2016 population statistics at \$5.55 per capita – see line 2.1 under Support Materials & Services Direct to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments and is estimated at 2022 levels.

Support Materials & Services Direct to Libraries		2022	2023
2.1	Alberta Rural Library Services Grant	429,742	429,742
2.2	Allotment Funds issued to Libraries	256,396	259,362
2.3	Computer Maint.Agree. Software licenses	201,885	207,512
2.4	Cooperative Collection Fund	35,835	0
2.5	eContent Platform fees, Subscriptions	78,100	45,000
2.6	FN Provincial Grant expenses	78,839	78,839
2.7	Freight	1,800	1,200
2.8	Internet Connection Fees	8,820	8,820
2.9	Library Services Tools	3,000	6,500
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	68,070	68,617
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	4,500	2,000
2.15	Supplies purchased Cataloguing/Mylar	18,500	19,000
2.16	Vehicle expense	46,000	59,000
2.17	Workshop/Training expense	14,000	14,000
	PRL Circulating Collections		
2.18	Audio Book	5,000	5,000
2.19	eContent	57,500	87,500
2.20	Large Print	10,000	11,000
2.21	Programming Kits	2,000	2,000
2.22	Reference	4,000	2,600
	TOTAL Support Materials & Services Direct to Libraries	1,345,787	1,329,492

Support Materials & Services Direct to Libraries - line details

2.1 Alberta Rural Library Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects allotment rate of \$1.13 per capita – held at the 2022 level.

*2.3 Computer Maint. Agree.
Software Licenses:*

line slightly increased – this line covers, but is not limited to, the Microsoft suite of software for member library computers, website software, PRLS’ management of wireless networks, PRLS’ computer licenses, and licensed services for the Polaris integrated library system. Also includes small non-capital IT items as needed such as monitors and bar code scanners.

2.4 Cooperative Collection:

this line has been eliminated as a budgeted item but for this year will be funded from reserves, see the Budget Supplement at the end of the budget section. This fund was designed to give Parkland staff a budget line for the purchase of physical materials (e.g., books, DVDs) to augment the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect patron needs.

*2.5 eContent Platform fees
and Subscription fees:*

decreased from 2022 level due to the cancelation of two resources based on usage statistics and feedback from local library staff - to pay for platform fees for CloudLibrary and Overdrive, and subscriptions for the TAL core of eResources (Ancestry Library Edition and Consumer Reports) along with CloudLinking, Niche Academy, Cypress Resume and Grant Connect.

*2.6 FN Provincial
Grant Expense:*

funding provided through a provincial government grant program calculated at \$5.55 per capita for library service to the indigenous residents of Parkland’s six First Nations reserves.

2.7 Freight:

vendor freight costs for library materials, in-house collections, computers, IT equipment and shipment of computers for repairs and/or replacement parts – reduced based on actual.

*2.8 Internet Connection
Fees:*

for internet service provision to member libraries and HQ – held at 2022 level.

2.9 Library Services Tools: name changed from Cataloguing Tools, also consolidates all in-house subscriptions into one line – based on actual costs – includes resources previously in this line (RDA tool kit, Web Dewey, BookWhere) as well as Audio Cine, Survey Monkey, Loomly and LibraryData which were previously in eContent Platform fees line (2.5).

2.10 Marketing/Advocacy: newly created in 2022, amount held at the same level – used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS.

2.11 Member Library Computers: income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

2.12 Outlet - Contribution to Operating: operating funds for Parkland’s four outlet libraries, amounts set by board policy, up to \$200 annually, if a local library outlet’s sponsoring society provides matching funds – held at \$800.

2.13 Periodicals: held at 2022 level - based on actual, includes professional development publications and library journals.

2.14 ILL Postage Reimbursement for Libraries: reduced based on actual and estimations – reimbursement for items interlibrary loaned (ILL) by member libraries and ILL’s sent for libraries from Parkland.

2.15 Supplies purchased Cataloguing/Mylar: increased slightly - based on review of 3-year actual, line for purchasing library materials processing laminated book covers, cataloguing records, and multimedia cases.

2.16 Vehicle Expense: increased significantly - estimates for fluctuation in fuel prices are the major reason, also includes anticipated maintenance and repair costs for the operation of five vehicles (3 cargo and 2 staff vehicles) includes tire replacements.

2.17 Workshop/Training: includes costs for all workshops, conferences, projects, and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – held at 2022 amount.

PRLS Circulating Collections

2.18. Audiobook Materials: held at 2022 level– used to support the physical audiobook collection.

2.19 eContent: increased from 2022 with funding shifted from the eContent Platform fees line (2.5) - based on feedback from local library staff and usage statistics - includes allotment eBooks and eAudiobooks through CloudLibrary and Overdrive, as well as Overdrive eMagazines and potentially other eContent.

2.20 Large Print Books: slight increase from 2022 level to help refresh the collection.

2.21 Programming Boxes: held at 2022 level - to refresh and build new programming kits for programming in member libraries.

2.22 Reference Materials: decreased due to moving Grant Connect costs to the eContent Platform fees line (2.5) – to purchase limited amounts of reference material for use by member libraries and PRLS staff; eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2022	2023
3.1	Audit	16,500	20,000
3.2	Bank expenses	1,600	1,700
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	18,000	21,500
3.5	Dues/Fees/Memberships	12,200	12,750
3.6	Insurance	19,000	20,500
3.7	Janitorial/Outdoor maintenance expense	34,000	35,000
3.8	Photocopy	4,000	4,300
3.9	Salaries	1,588,659	1,666,962
3.10	Salaries - Employee Benefits	349,505	353,396
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	32,500	29,000
3.13	Telephone	8,000	8,500
3.14	Travel	8,000	8,000
3.15	Trustee expense	35,000	26,000
3.16	Utilities	39,000	36,000
TOTAL Cost of Services		2,190,664	2,268,308

Cost of Services – line details

3.1 Audit: increased to account for new audit proposal 2022-2024 - includes Parkland’s triannual LAPP Audit requirement and includes costs for an annual letter from PRLS’ lawyers required for the audit process.

3.2 Bank Expenses: increased slightly based on actual - to cover the cost of enhanced electronic banking services and cheques.

3.3 Bank Investment Fees: fee for management of the RBC Dominion investment program – based on review of actual charges – held at 2022 level.

3.4 Building-Repair/Maintenance. increased slightly – costs are based on actual in new building since October 2020 then with estimated amounts for a full year – includes elevator maintenance.

- 3.5 Dues/Fees/
Memberships:* for Parkland's membership in professional organizations; may include, but not necessarily be limited to: The Alberta Library (TAL), Library Association of Alberta (LAA), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), American Library Association (ALA), and Alberta Public Library Administrators' Council (APLAC). Increased slightly to reflect actual.
- 3.6 Insurance:* this line has increased slightly and accounts for cyber insurance, the building, HQ's contents, PRLS' outlet libraries contents, five vehicles, general liability, bond and crime employee drivers abstracts and personal vehicles insurance reimbursement for personal vehicle use - based on a review of actual 3-year costs.
- 3.7 Janitorial/Outdoor
Maint. Expense:* increased slightly to \$35,000 - for janitorial building maintenance including things such as carpet and window cleaning – also includes outside building maintenance and snow removal.
- 3.8 Photocopy:* reflects fees for photocopiers and estimated usage with a slight increase, based on actual.
- 3.9 Salaries:* to reflect the current staffing level.
- 3.10 Salaries-Employee
Benefits:* to reflect predicted costs for staff benefits based on current staff levels and being provided full benefits including, but not limited to, LAPP, Blue Cross.
- 3.11 Staff Development:* funds PRLS staff to attend workshops, seminars, technology/training courses, mental wellness events, first aid, conferences and other continuing education activities – held at \$20,000.
- 3.12 Supplies/Stationery/
Building:* based on a 3-year review - includes, but not limited to, book-related supplies such as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, regional systems swag, also building and stationery supplies - reduced slightly. Based on a five year review.

- 3.13 Telephone:* increased slightly based on actual - includes line charges, toll free number, mobile telephones, and long-distance costs.
- 3.14 Travel:* includes consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.505 per km to staff when they are unable to use the PRLS staff vehicles) – based on actual and estimates, held at \$8,000.
- 3.15 Trustee Expense:* reduced due to virtual meetings - accounts for a 10-member Executive Committee and a 10-member Advocacy Committee meeting 7 times a year, includes \$100 half day/\$200 full day honorarium and mileage for mixed committee meetings where members can meet digitally and/or in person (includes meetings the board members attend on PRLS' behalf).
- 3.16 Utilities:* based on actual since moving into the new building in October 2020 and then estimated for a full year – reduced slightly.

**PARKLAND REGIONAL LIBRARY SYSTEM
Proposed 2023 Budget**

	Present Budget 2022	Proposed Budget 2023
TOTAL Income	3,536,451	3,597,800
TOTAL Support Materials & Services Direct to Libraries	1,345,787	1,329,492
TOTAL Cost of Services	2,190,664	2,268,308
TOTAL Expenses (library materials & cost of service)	3,536,451	3,597,800
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	8.55	8.75

Budget Supplement

Explanation points to the 2023 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing one new vehicle in 2023 (estimated at \$40,500). The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve.

As described elsewhere in the budget document, Parkland will continue to fund the Cooperative Collection project in 2023 using funds from the Unrestricted Reserve (\$35,000).

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2023

In passing the budget you agree to the movement of funds between reserves and operating as defined below and based on policy.

Capital assets will be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2023
Amortization Reserve	
Anticipated funds required to cover yearly portion of amortization expense from reserve w/o building <i>(actual amount will be affected by asset disposals during the year)</i>	\$72,720 A
Vehicle Reserve	
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$40,500 B
Technology Reserve	
Anticipated funds required for Technology purchases <i>(may include Member libraries computers, wireless equipment, SuperNet CED units, PRL assets)</i> <i>(Estimated capital PRL assets - 2023, \$40,600 -B)</i>	\$219,600
Unrestricted Reserve	
Funds to purchase library materials for Cooperative Collection project	\$35,000 D
	\$367,820
2 INCOME FROM THE SALE OF CAPITAL ASSETS	
Anticipated vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$5,000 C
	\$5,000
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES	
Amortization Reserve	
Residual Amortization anticipated - PRLS assets	\$46,620 B
Current Year Amortization estimated - PRLS Assets <i>(actual amounts will be based on exact purchase amounts in the year)</i>	\$34,480 B
Vehicle Reserve	

Proceeds from the sale of vehicles \$5,000 **C**
(actual amounts will be based on exact selling price in the year)

Technology Reserve

Budgeted for member library computers \$68,617

\$154,717

4 CAPITAL ASSET EXPENSE ALLOCATION

Amortization expense anticipated w/o building \$72,720 **A**
(actual amount will be affected by asset disposals during the year)

Amortization expense anticipated for building \$78,939
(actual amount will be affected by asset disposals during the year)

\$151,659

TO: Town of Stettler Council

DATE: 2022 10 04

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – AUGUST & SEPTEMBER 2022

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Committee of the Whole, SDAA Emergency Meeting, and daily office staff information sharing sessions.
2. 2022 Canadian Coasters welcoming host event.
3. Alberta Municipalities regional strategic planning in Drumheller.
4. Summer vacation time off in August. Celebrated a special decade birthday in September.
5. Organizational multi-year (2023-2026) natural gas procurement with EAI.
6. ATCO Customer Appreciation event, and property taxation discussion.
7. Community Engagement session in Stettler with the Minister of Health, Honourable Jason Copping, and senior representatives from Alberta Health Services.
8. 2022 Alberta Municipalities annual convention in Calgary, including meeting with the Minister of Transportation, Honourable Prasad Panda.
9. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
10. Ongoing organizational succession planning considerations.
11. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/Ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

1. Meetings attended included: Council, Staff, Economic Development Committee, Town Life, Clean Energy Improvement Program, EAI – Natural Gas Tender, ATCO (Spruce Meadows), AM Convention
2. Projects worked on included:
 - Clean Energy Improvement Program – Bylaw and Municipal Agreement
 - EAI – Natural Gas Tender (2023, 2024, 2025, 2026)
 - AM Convention
 - Website Interactive Mapping tool – from Economic Development Conference

- 2023 Interim Budget
- 2022 Operating Budget (Revenue / Expense summary) – July 31, 2022
- 2022 Capital Budget summary – July 31, 2022
- 2022 Reserves – July 31, 2022
- 2022 Federal / Provincial Grants update – July 31, 2022
- 2022 Regional Water Summary – July 31, 2022
- Garbage and Recycling Inquiries – municipal inquiries
- Council Agenda prep
- Council / Committee of the Whole Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns
- CAO vacation coverage
- Vacation

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings attended:., Department Head, Town Council, Stettler Airport Board, Vacation August 17-29th.

Projects:

- Staff retirement celebration
- Town Life Articles
- Hydrovac tender
- Backhoe Tender
- Airport Master Plan Open House
- Sidewalk Replacement mark outs for contractor
- Water Reservoir painting begins
- Alberta Munis conference
- Okoppe parking lot
- Grandview back alley redesign
- Steam Trailer Tender
- Asphalt patching
- Meeting with AT – highway 56 and 12 improvements follow up from AB munis conference
- 53 Street Water Replacement construction continues
- Midtown servicing continues
- Lift Station-Water Reservoir Pump Upgrades

TRANSPORTATION – SARAH MCCRINDLE

August

- Dug graves and cremations as needed
- Cleaned off catch basins after any rain
- Swept streets as needed
- Cleaned up compost site out at the transfer site

- Pushed up asphalt and concrete at the concrete dump site
- Line painting
- Staff training on crack filling and using the asphalt router
- Open and close the columbarium for funerals
- Filled potholes
- Hauled excess material out to the regional land fill
- Helped out water dept on water breaks when needed
- Graded lanes
- Crack filled 44ave from 65st to hwy 12
- Crack filled 50A ave and 51ave from 61st to 57st
- Crack filled service road in front of esso
- Dropped off barricades on main street for different functions that were held on the weekends
- Asphalt patching
- Fixed knocked over signs
- Started mixing sand with salt for the winter season
- Hosted the shop barbeque for the town staff
- Watered the patch on 46ave for dust control
- Located utility lines in a back alley up in Grandview so we could lower the lane to help out homeowners with drainage issues. Had to wait on the lowering of the lane as a Telus line was only a couple of inches under the surface.
 - Hauled asphalt millings to the town parking lot on the corner of 49st and 50ave (Okoppe parking lot), leveled them off and packed the parking lot
 - Installed wreaths on the columbarium as needed
 - Helped water dept out with sewer flushing
 - Graded the road out at the water treatment plant
 - Made a list of all the trees that need to be trimmed that will interfere with sidewalk snow removal this winter
 - Hauled millings to the lane that runs east and west behind smittys
 - Hauled asphalt millings to the parking lot on the west side of West Stettler park, leveled them and packed the parking lot
 - Hauled some top soil to the museum for them
 - Hauled cement blocks to the fire hall and installed them
 - Swept out at the airport for the fly in breakfast

September

- Grading roads and alleys
- Street sweeper out as needed
- Kept dig patches on 46 Ave and 53 st watered to keep the dust down for homeowners
- Fix street signs as needed
- Dig graves and cremations as needed
- Used the asphalt milling machine to mill out patches for asphalt
- Asphalt patching
- Mix up salt sand for the winter

- Took down the for-sale sign in the vacant lot beside Dairy Queen
- Took down the masonic hall signs off the service board signs at the entrances into town
- Set up the parking stones in the Okoppe parking lot at 49st and 50ave. installed handicap parking signs in the designated spots
 - Painted the ends of the cement blocks at the entrance to the sports park as they are staying there, this will make them more visible to traffic
 - Cut down a tree on 53st that had roots going into the homeowner's sewer service
 - Made a list of all the rubber mats and steel plates in people's driveways for bylaw so we can ensure that they get removed before we do snow removal as they are a very big hazard to our equipment
 - Cut down a lane in Grandview between 42ave and 41ave along 64st to help out a homeowner with drainage problems in their yard
 - Hauled excess used material to the regional transfer site
 - Replaced a culvert and installed a new culvert for a business in the east end at 3809 46ave
 - Started flushing problem storm lines
 - Cleaned out all the bins at the cemetery and hauled in some new top soil to use this winter if we have any full burials
 - Realigned a back alley behind the houses at the end of mimosa way
 - The tender for the new backhoe went out
 - Oiled alligator spots on streets that need it with a cold pour crack filler
 - Pushed up the compost site at the transfer site
 - Pushed up the asphalt and concrete at the concrete site
 - Hauled crushed concrete into the shop yard from the concrete site

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

Meetings:

Town life

Parks and open spaces

Heartland beautification

Morning staff meetings

After council

Arena connect

Rates and fees

CARA

IODE orchard enhancements

AM Calgary supper

Projects:

Tree pruning/removal
Shop yard cleanup
Ice making
Grass and weed eating
Ball diamond maintenance
Music in the park
Summer hockey school
Memorial benches
Lots of issues with the plant due to suspected power fluctuations
Ammonia monitor training
Upgrading security at the SRC
Trying to keep up with concern and complaint forms

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

Report to be presented at a later date.

WATER – GRANT MCQUAY

Report to be presented at a later date.

REGIONAL FIRE CHIEF – MARK DENNIS

Report to be presented at a later date.

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS**August**

1. Hach finally had all of the parts and a more experienced technician lined up to complete the work needed on our AMC analyzer. The AMC now has all new lines and valves and motorized parts and is working well now.
2. The chlorine injection system had the yearly maintenance completed by Clearwater Controls.
3. ABSA was on site to do the 2 year boiler inspection and recertification. We have to change out the low water cutout switch to one that has a manual reset as this is a new regulation. Action Plumbing has ordered in the new switch.
4. Shane Menard from Quality Controls has ordered in 3 new actuators for the caustic and acid transfer systems as they were damaged from the flood. They will be weeks away due to the ongoing supply chain issues.
5. Still drawing water from the river and bypassing the reservoir.
6. Continuing enhanced cleaning on the Micro Filters to bring the flows back up. The numbers are getting better with each clean.
7. Routine monthly maintenance carried out.

September

1. 3102A Micro Filter forwarding pump VFD has blown up and will need to be replaced. Russel Bagshaw is pricing out a new VFD.
2. The caustic tank was tested for leaks and none were found. The tank has now been filled with the usual 25% sodium hydroxide. The transfer valve actuators are still not here but we can operate the valves manually in the meantime.
3. We are drawing raw water from the reservoir now instead of straight from the river. We dosed the reservoir with polydex a week before switching to make sure we did not have any algae issues. There is still very high dissolved manganese.
4. The original potassium permanganate system is now in service. A new much smaller pump was installed that can give us the required dosage to remove the manganese before the micro filters. There is very high dissolved manganese in the reservoir at this time and it seems that we are able to remove almost all of it in the settling tanks before the microfilters.
5. The high lift pump 4101 motor has been removed and will be sent off to be rewound. Had some trouble removing the motor from the top spindle. I believe the spindle was damaged when Chamco was installing the motor a few months ago and will be contacting them as a new spindle will be needed.
6. The #1 Contact Tank will be inspected and cleaned on September 28.
7. Action Plumbing has installed the new boiler low water cutout switch as per ABSA Instructions.
8. Replaced exhaust fans in the ammonia and fluoride rooms.
9. Routine monthly maintenance carried out.



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76331	76351
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bestway Travel 1998	76331	2022-09-09	\$455.21

Invoice Description		Invoice Number	Invoice Amount

Computer Travel & Subsistence		103019	\$455.21

Corspraying	76332	2022-09-09	\$8,891.88

Invoice Description		Invoice Number	Invoice Amount

Pest & Weed Control Contract		2233	\$6,142.50
Pest & Weed Contract Contract		2234	\$2,749.38

Fastimes Towing	76333	2022-09-09	\$105.00

Invoice Description		Invoice Number	Invoice Amount

Bylaw Towed for Parking Lot		4244	\$105.00

Gary Moe Chevrolet Buick GMC	76334	2022-09-09	\$68.86

Invoice Description		Invoice Number	Invoice Amount

Parks Valve cover grommet seal		242301	\$68.86

Kennedy, Memory	76335	2022-09-09	\$399.00

Invoice Description		Invoice Number	Invoice Amount

Sewer Reimburse Plumbing Expen		2022.09.06	\$399.00

LaFrentz Road Marking	76336	2022-09-09	\$531.01

Invoice Description		Invoice Number	Invoice Amount

Roads Crackfilling materials		2852794	\$531.01

Lang, Dwight	76337	2022-09-09	\$114.50

Invoice Description		Invoice Number	Invoice Amount

P&D Refund Demolition Permit		2022.09.01	\$114.50

Linde Canada	76338	2022-09-09	\$348.23

Invoice Description		Invoice Number	Invoice Amount

Pool Facility Chemicals		30837298	\$348.23

Nemetz, Corinne	76339	2022-09-09	\$146.99

Invoice Description		Invoice Number	Invoice Amount

SRC Clothing Allowance		2022.08.16	\$146.99

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Northbridge Suety Limited	76340	2022-09-09	\$49,262.77
Invoice Description	Invoice Number	Invoice Amount	
TS103 44th Lane Replacement	PPC#3 TS103	\$49,262.77	
Ornamental Bronze Limited	76341	2022-09-09	\$466.20
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath w Vases	101939	\$466.20	
Raw Tools Ltd.	76342	2022-09-09	\$525.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Inductive Heater	52366	\$525.00	
Receiver General for Canada	76343	2022-09-09	\$54,611.64
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP18-22	\$43,016.29	
Town Tax Remittance	PP18-22.	\$6,236.74	
BOT Tax Remittance	PP18-22.BOT	\$2,352.53	
Library Tax Remittance	PP18-22.LIBRAR	\$3,006.08	
Receiver General for Canada	76344	2022-09-09	\$327.23
Invoice Description	Invoice Number	Invoice Amount	
Garnishee	PP18-22	\$327.23	
Schwartz Home Building Centre	76345	2022-09-09	\$41.92
Invoice Description	Invoice Number	Invoice Amount	
WTP Belts	829443	\$41.92	
Sienna's Cleaning	76346	2022-09-09	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
Shop August Janitor 8 Cleans	2022.08.31	\$800.00	
Skaley Landscaping & Bobcat	76347	2022-09-09	\$1,344.00
Invoice Description	Invoice Number	Invoice Amount	
Park Grind & Clean up Stumps	133081	\$1,344.00	
Stettler Friends of the Librar	76348	2022-09-09	\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
Culture Days Event AB Gov Gran	2022.08.09	\$4,500.00	
The Geo Hewitt's Co. Ltd.	76349	2022-09-09	\$579.75
Invoice Description	Invoice Number	Invoice Amount	
Bylaw 2023 Pet Tags	2203178	\$579.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
The Society of Local Governmen	76350	2022-09-09	\$310.00

Invoice Description	Invoice Number	Invoice Amount	

GIS Leadership Forum Lacombe	2022.09.07	\$310.00	
=====			
Woody's Automotive Ltd.	76351	2022-09-09	\$4,058.32

Invoice Description	Invoice Number	Invoice Amount	

Shop Washer Fluid	780881	\$20.54	
Shop Towels	782309	\$82.49	
Shop Balancer Puller Tool	780239	\$78.74	
Parks/Trans/Water Oil	782305	\$1,202.24	
Trans Coated Brake Line	779271	\$16.86	
Trans Wiper Blades #76	779985	\$42.00	
Trans Belts line painter#16	782310	\$43.70	
WTP Oil for unit #12	781117	\$46.31	
WTP Oil Filter unit #12	781089	\$22.19	
WTP Belts	783173	\$111.08	
Water Carb rebuild kit #49	779070	\$113.72	
Water Fuel Line for #49	779287	\$13.66	
Water Airfilter for #10	781985	\$73.50	
Sewer Intake Gaskets Lift StnB	779973	\$40.22	
Sewer Oil for Lift Station A	781236	\$77.70	
Sewer Oil Filter Lift Stn A	781308	\$16.45	
Parks Oil for Mower #9	783145	\$116.55	
Parks Suspension Air Bags #127	782207	\$463.50	
Parks/Trans/Water Oil	783148	\$1,480.29	
Total Cheques			\$127,887.51
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76352	76376
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
911 Supply	76352	2022-09-29	\$581.70

	Invoice Description	Invoice Number	Invoice Amount

	Fire Jnt 1 Combat Knee Cap	CAIN356051	\$103.95
	Fire Jnt 5 Combat Knee Caps	CAIN356424	\$477.75

Alberta Development Officers A	76353	2022-09-29	\$900.00

	Invoice Description	Invoice Number	Invoice Amount

	P&D ADOA Membership Fees	2022	\$250.00
	P&D ADOA Conference Fees	2022.09.07	\$650.00

Alberta Land Titles	76354	2022-09-29	\$96.00

	Invoice Description	Invoice Number	Invoice Amount

	Blyaw and P&D Searches	2022.08.31	\$96.00

Atlas Copco Compressors Canada	76355	2022-09-29	\$1,753.85

	Invoice Description	Invoice Number	Invoice Amount

	WTP Compressor Parts	1122016400	\$1,753.85

Beggs, John	76356	2022-09-29	\$357.00

	Invoice Description	Invoice Number	Invoice Amount

	Refund Cemetery Plot as reques	2022.09.22	\$357.00

Brandt Tractor Ltd.	76357	2022-09-29	\$161.36

	Invoice Description	Invoice Number	Invoice Amount

	WTP Wheels & Bearings Pallet J	4511618	\$161.36

C. R. Glass Ltd.	76358	2022-09-29	\$36.75

	Invoice Description	Invoice Number	Invoice Amount

	Parks Repair Rock Chip #1	2040	\$36.75

Corspraying	76359	2022-09-29	\$10,500.00

	Invoice Description	Invoice Number	Invoice Amount

	Sewer Mow @ Lagoons&Wetlands	22366	\$10,500.00

D & L Ford Holdings Ltd.	76360	2022-09-29	\$39.00

	Invoice Description	Invoice Number	Invoice Amount

	BOT Wash Unit #1 to Haul Float	2022.08.12	\$17.00
	BOT Wash Unit #1 to Haul Float	2022.08.26	\$10.75
	BOT Wash Unit #1 to Haul Float	2022.09.16	\$11.25

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Government of Alberta	76361	2022-09-29	\$21.00

Invoice Description	Invoice Number	Invoice Amount	
Office Alberta Gazette Notice	E210963	\$21.00	

Hunt Inspection Ltd.	76362	2022-09-29	\$976.50

Invoice Description	Invoice Number	Invoice Amount	
WTP Air Receiver Thickness	22035	\$976.50	

Innov8 Digital Solutions	76363	2022-09-29	\$201.90

Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 08.6 to 09.5	IN363860	\$201.90	

Land, Dwight & Lorna	76364	2022-09-29	\$423.72

Invoice Description	Invoice Number	Invoice Amount	
Refund Municipal/School Taxes	2022.09.12	\$423.72	

Linde Canada	76365	2022-09-29	\$1,479.78

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	31316450	\$348.23	
Pool Facility Chemicals	30904199	\$1,131.55	

Norman, Laura	76366	2022-09-29	\$3,135.31

Invoice Description	Invoice Number	Invoice Amount	
HBC CIB Registration & Accomod	2022.08.25	\$3,135.31	

Pederson, Brendan	76367	2022-09-29	\$89.50

Invoice Description	Invoice Number	Invoice Amount	
Water Twinrix Shots	2022.09.16	\$89.50	

Purolator Courier Ltd.	76368	2022-09-29	\$675.95

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint/WTP/Water Freight	451352826	\$675.95	

Receiver General for Canada	76369	2022-09-29	\$51,912.94

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP19-22	\$40,916.58	
Town Tax Remittance	PP19-22.	\$5,999.43	
BOT Tax Remittance	PP19-22.BOT	\$2,106.83	
Library Tax Remittance	PP19-22.LIBRAR	\$2,890.10	

Receiver General for Canada	76370	2022-09-29	\$327.23

Invoice Description	Invoice Number	Invoice Amount	
Garnishee	PP19-22	\$327.23	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Spiral Mobility	76371	2022-09-29	\$645.74
Invoice Description	Invoice Number	Invoice Amount	
Shop Remote Starter #76	13007	\$645.74	
Stettler Waste Management	76372	2022-09-29	\$101,184.00
Invoice Description	Invoice Number	Invoice Amount	
3rd Qtr 2022 Requisition	SWM0003444	\$101,184.00	
TJ Paving Ltd.	76373	2022-09-29	\$25,439.40
Invoice Description	Invoice Number	Invoice Amount	
TS105 44th Ave Holdback Releas	PPC#2-TS105	\$25,439.40	
Town of Stettler - Petty Cash	76374	2022-09-29	\$279.45
Invoice Description	Invoice Number	Invoice Amount	
Office Lotto Tickets/Tissue	2022.09.21	\$279.45	
Uline Canada Corporation	76375	2022-09-29	\$839.71
Invoice Description	Invoice Number	Invoice Amount	
Parks Ball Diamond 44 Gal Recy	10928166	\$346.29	
Comm Hall 6 32 Gal Recycling	10934858	\$420.97	
Comm Hall 3 32 Gal Recycling 1	10934859	\$72.45	
Wolseley Canada Inc.	76376	2022-09-29	\$23,540.94
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns 29' Plugged Hydrants	7361226	\$9,732.89	
Water 4 CV Complete Hydrants	7290725	\$13,808.05	
	Total Cheques		\$225,598.73

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0005101	EFT0005137
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0005101	2022-09-13	\$29,400.00

Invoice Description	Invoice Number	Invoice Amount	

Water 50 5/8" T10 E-Coders	103679	\$29,400.00	

Alberta Animal Services	EFT0005102	2022-09-13	\$14,306.76

Invoice Description	Invoice Number	Invoice Amount	

Bylaw Aug Enforcement	11965	\$14,306.76	

APEX Supplementary Pension Pla	EFT0005103	2022-09-13	\$424.87

Invoice Description	Invoice Number	Invoice Amount	

Supplementary Pension Plan Tr	PP18-22	\$424.87	

Automated Aquatics Canada Ltd.	EFT0005104	2022-09-13	\$3,484.49

Invoice Description	Invoice Number	Invoice Amount	

Pool Dolphin Wave 80 Vacuum	0000105934	\$3,354.75	
Pool Facility Chemicals	0000105933	\$129.74	

Blue Imp	EFT0005105	2022-09-13	\$1,518.30

Invoice Description	Invoice Number	Invoice Amount	

Prk Playground parts & Freight	0000034842	\$1,518.30	

C & S Disposal	EFT0005107	2022-09-13	\$27,623.96

Invoice Description	Invoice Number	Invoice Amount	

Aug Waste & Recycling Collecti	2912	\$27,623.96	

Canadian Union of Public Emplo	EFT0005108	2022-09-13	\$742.50

Invoice Description	Invoice Number	Invoice Amount	

Union Dues	PP18-22	\$742.50	

Canoe Procurement Group of Can	EFT0005109	2022-09-13	\$24,157.89

Invoice Description	Invoice Number	Invoice Amount	

Misc Dept July Gas Oil	PF-10473-10107	\$13,133.62	
Trans Inspect unit #50	AB128680	\$788.89	
Trans Air Filter Cover #145	AB124669	\$132.67	
Water Mount New Tires #3	AB124437	\$1,397.03	
Water Hydraulic Filter #152	AB127081	\$117.68	
Wtr Pressure Sensor&Gasket#152	AB128407	\$655.12	
Parks Mower Tire Repair #178	AB125358	\$60.70	
Parks Mower Tire Repair #178	AB127010	\$37.03	
Parks/Trans/Water Gasoline	PF-10484-10120	\$449.65	
Misc Equip Diesel Clear	PF-10496-10130	\$6,559.08	
Trans & Water Grease	PF-10523-10157	\$525.33	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop Oil & Antifreeze	PF-10520-10153		\$301.09
Capital Power	EFT0005110	2022-09-13	\$79,747.11
Invoice Description	Invoice Number	Invoice Amount	
July Affiliate Power Bills	5174923	\$4,840.31	
Misc Dept July Power Bill	5174921	\$74,906.80	
Cas Tech Inc.	EFT0005111	2022-09-13	\$61.95
Invoice Description	Invoice Number	Invoice Amount	
Computer Ethernet Adaptor	220000001881	\$61.95	
Center Ice Concession	EFT0005112	2022-09-13	\$165.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Meeting Meals	171	\$165.00	
Central Sharpening	EFT0005113	2022-09-13	\$330.75
Invoice Description	Invoice Number	Invoice Amount	
SRC Sharpen Ice Knife	29520	\$330.75	
Diverse Signs N Designs Inc.	EFT0005114	2022-09-13	\$17.81
Invoice Description	Invoice Number	Invoice Amount	
Trans New TOS Decals #42	9313	\$17.81	
Ember Graphics	EFT0005115	2022-09-13	\$932.93
Invoice Description	Invoice Number	Invoice Amount	
WCB Safety Day Prizes	5530	\$848.93	
Shop"What's Behind You"Decals	5529	\$84.00	
Glover International Trucks Lt	EFT0005116	2022-09-13	\$603.16
Invoice Description	Invoice Number	Invoice Amount	
Trans Windshield for Tandem#24	358870	\$603.16	
GT Hydraulic & Bearing	EFT0005117	2022-09-13	\$4,525.32
Invoice Description	Invoice Number	Invoice Amount	
Shop Bearings for Hoist Roplin	000-378769	\$644.12	
Trans CVIP for unit #24	999-027878	\$832.36	
Trans/Water Filters	000-378568	\$81.58	
Parks/Trans/Water Batteries	000-378256	\$616.24	
WTP Oil Filtrrs	000-378940	\$340.05	
Water CVIP for unit #3	999-027800	\$2,468.38	
Gyro Ag Ltd.	EFT0005118	2022-09-13	\$1,637.63
Invoice Description	Invoice Number	Invoice Amount	
Park Gearbox Mower #179	3048	\$1,637.63	
Heartland Overdoor	EFT0005119	2022-09-13	\$403.07
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop 6 new remotes shop gate		2022-140	\$403.07
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Loomis Express	EFT0005120	2022-09-13	\$250.85
=====			
Invoice Description	Invoice Number	Invoice Amount	
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WTP Freight	10106662	\$250.85	
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NextGen Automation	EFT0005121	2022-09-13	\$321.80
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Invoice Description	Invoice Number	Invoice Amount	
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Office & Water Billing Copies	434526	\$321.80	
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OK Tire Stettler	EFT0005122	2022-09-13	\$99.20
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Invoice Description	Invoice Number	Invoice Amount	
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Trans Tire repair #45	IN089587	\$27.83	
Parks Mower Tire Repair #172	IN089362	\$43.54	
Parks Tire Repair #88	IN090157	\$27.83	
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Pfeiffer House of Music	EFT0005123	2022-09-13	\$183.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
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SRC Tune the Piano at the Hub	082322A	\$183.75	
=====			
R & E Elevator Ltd.	EFT0005124	2022-09-13	\$328.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
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Office Joint Regular Maintenanc	27651	\$328.50	
=====			
Receiver General for Canada	EFT0005125	2022-09-13	\$105,125.59
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Invoice Description	Invoice Number	Invoice Amount	
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RCMP Policing Agreement 1stQtr	7004452	\$105,125.59	
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Rollies Vac Systems	EFT0005126	2022-09-13	\$336.00
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Invoice Description	Invoice Number	Invoice Amount	
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Landfill Pumpout	22109	\$336.00	
=====			
Shanes Instrument Services Ltd	EFT0005127	2022-09-13	\$1,549.99
=====			
Invoice Description	Invoice Number	Invoice Amount	
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Water Trans Portable Turbidity	20611	\$1,549.99	
=====			
Stettler Agri-Centre	EFT0005129	2022-09-13	\$191.94
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Weedeater String	19445S	\$16.76	
Parks Trimmer String	20374S	\$67.08	
Parks Chainsaw Oil	19434S	\$16.76	
Parks Weedeater Engine Oil	20191S	\$91.34	
=====			
Stettler Building Supplies Ltd	EFT0005130	2022-09-13	\$295.92
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Trans Building Materials	AJ0470	\$248.70	
SRC Misc Tapes	AH8988	\$12.59	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parks Deck Screws	AJ0780		\$34.63
Stettler Dads Services	EFT0005131	2022-09-13	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water Billing Aug Meter Reader	2022-1	\$1,500.00	
Stettler Dodge Ltd.	EFT0005132	2022-09-13	\$653.41
Invoice Description	Invoice Number	Invoice Amount	
Trans REplace S/C Condensor in	154699	\$310.87	
Trans Windshield Washer Nozzle	154726	\$31.95	
Trans A/C Condensor Fan Motor	154814	\$310.87	
Stettler Regional Board of Tra	EFT0005106	2022-09-13	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Container Contest	1974	\$50.00	
Stettler Registry Services Ltd	EFT0005133	2022-09-13	\$33.25
Invoice Description	Invoice Number	Invoice Amount	
Water Trans New License Plate	SR200017093	\$33.25	
Stingray Radio Inc.	EFT0005134	2022-09-13	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Aug Advertising	470483-8	\$546.00	
The Soap Stop	EFT0005128	2022-09-13	\$554.11
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	483453	\$554.11	
Valley Green Landscaping	EFT0005135	2022-09-13	\$446.25
Invoice Description	Invoice Number	Invoice Amount	
Park Tree Planting repair	03868	\$446.25	
W.R. Meadows of Western Canada	EFT0005136	2022-09-13	\$3,651.92
Invoice Description	Invoice Number	Invoice Amount	
Trans Teeth&Pins Asphalt #147B	120015026	\$552.76	
Traffic Lanes Materials/Roads	120014918	\$3,099.16	
WTS Manufacturing & Sales Inc.	EFT0005137	2022-09-13	\$4,939.20
Invoice Description	Invoice Number	Invoice Amount	
HBC 56 Picnic Tables, Planting	2460	\$4,939.20	
Total Cheques			\$311,141.18

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0005138	EFT0005197
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0005138	2022-09-29	\$968.37

	Invoice Description	Invoice Number	Invoice Amount
	Pool Facility Janitor Supplies	9421899197	\$789.54
	Pool Facility Janitor Supplies	9421899205	\$178.83

Action Plumbing & Excavating	EFT0005139	2022-09-29	\$157.57

	Invoice Description	Invoice Number	Invoice Amount
	Fire Joint Solid Pipe & Cap	I030903	\$112.64
	SRC Hose Clamps	I030939	\$5.99
	Lions Campground Hose Clamps	I030873	\$20.23
	Lions Campground Boiler Drain	I030874	\$18.71

APEX Supplementary Pension Pla	EFT0005140	2022-09-29	\$424.87

	Invoice Description	Invoice Number	Invoice Amount
	Supplementary Pension Plan Tr	PP19-22	\$424.87

Apple Fitness Store Ltd.	EFT0005141	2022-09-29	\$4,060.39

	Invoice Description	Invoice Number	Invoice Amount
	Fitness Area Delivery & Instal	IN00031669	\$355.11
	Fitness Area Disinfectant Wipe	IN00031661	\$611.10
	Fitness Pre-Owned Treadmill	IN00031713	\$2,142.00
	Fitness Area Equipment Repairs	IN00031730	\$952.18

Bagshaw Electric Ltd.	EFT0005142	2022-09-29	\$586.91

	Invoice Description	Invoice Number	Invoice Amount
	WTP 5 AGCs	IC037550	\$20.74
	WTP 2 6V Batteries	IC036908	\$82.93
	Water Backup Motor	W12937	\$156.45
	SRC 1 4' Ballast	IC037058	\$41.98
	SRC Zamboni Propane	IC037770	\$284.81

Bemoco Land Surveying Ltd.	EFT0005143	2022-09-29	\$997.50

	Invoice Description	Invoice Number	Invoice Amount
	Subdland Dev Survey Border	51395	\$997.50

Black Press Group Ltd.	EFT0005144	2022-09-29	\$970.99

	Invoice Description	Invoice Number	Invoice Amount
	P&D/HBC/P&L Advertising	34306951	\$970.99

Bond-O Security	EFT0005145	2022-09-29	\$298.10

	Invoice Description	Invoice Number	Invoice Amount
	Office Check Town Security Sys	BONDOIN125861 ⁷⁸	\$115.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Door Alarm Repairs	BONDOIN125840		\$182.60
Border Paving Ltd.	EFT0005146	2022-09-29	\$1,147.48
Invoice Description	Invoice Number	Invoice Amount	
Roads Hot Mix	72289	\$1,147.48	
Bounty Onsite Inc.	EFT0005147	2022-09-29	\$2,817.80
Invoice Description	Invoice Number	Invoice Amount	
Traffic Lane 3p Solvex Gloves	001-129446	\$5.99	
Water Alberta Flag	001-129871	\$80.63	
SRC Janitor & Safety Supplies	001-130390	\$102.91	
SRC Janitor Supplies	001-129510	\$636.06	
SRC Janitor Supplies	001-129800	\$235.75	
SRC Janitor Supplies	001-129803	\$370.08	
SRC Soap Dispenser	001-129916	\$6.65	
SRC Janitor Supplies	001-130328	\$800.09	
SRC Janitor Supplies	001-130376	\$211.91	
SRC Safety Supplies	001-130574	\$144.21	
Com Hall Janitor Supplies	001-130230	\$161.86	
Parks Safety Supplies	001-129567	\$40.91	
Parks Safety Supplies	001-129922	\$20.75	
Brenda's Country Catering	EFT0005148	2022-09-29	\$3,049.21
Invoice Description	Invoice Number	Invoice Amount	
HBC CIB Judges Meals	3825	\$1,650.08	
Safety Day Lunch	3826	\$1,086.75	
Shop Staff BBQ Salad&Dessert	3835	\$312.38	
Brenntag Canada Inc.	EFT0005149	2022-09-29	\$6,356.70
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Drum Deposit	46560964	\$4,414.20	
WTP Chemicals	46563260	\$2,966.25	
Burmac Mechanical 2000	EFT0005150	2022-09-29	\$310.67
Invoice Description	Invoice Number	Invoice Amount	
WTP 1" Gate Valve	103225	\$95.63	
WTP Globe Valves	103232	\$188.37	
WTP PVC Push Fittings	103146	\$11.97	
Water 1/2" Tape for dig traile	103268	\$14.70	
Canadian Red Cross	EFT0005151	2022-09-29	\$511.13
Invoice Description	Invoice Number	Invoice Amount	
Pool 6 Water Safety Courses	CRC-424483	\$957.39	
Pool 1 Certification Fee	CRC-472966	\$164.00	
Canadian Union of Public Emplo	EFT0005152	2022-09-29	\$742.50
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP19-22	\$742.50	
Capital H2O Systems Inc.	EFT0005153	2022-09-29	\$5,948.02
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP PVC Parts	18487		\$3,782.92
WTP Electronics & CL2 Sensor	18556		\$2,165.10
Caro Analytical Services	EFT0005154	2022-09-29	\$142.47
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2221415	\$128.71	
WTP Water Analysis	IC2221673	\$105.29	
Cas Tech Inc.	EFT0005155	2022-09-29	\$3,387.30
Invoice Description	Invoice Number	Invoice Amount	
Computer 2 Intel i5 Desktop Co	220000002109	\$3,248.70	
Computer - Microsoft 365	220000002146	\$138.60	
Center Ice Concession	EFT0005156	2022-09-29	\$798.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Retirement Meal	172	\$798.00	
Chapman Riebeek	EFT0005157	2022-09-29	\$685.34
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Aug Legal Services	2209010	\$685.34	
Chemtrade West Limited Partner	EFT0005158	2022-09-29	\$21,073.04
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	93396565	\$10,579.80	
WTP Chemicals	93413830	\$10,493.24	
Clearview Public Schools	EFT0005159	2022-09-29	\$3,636.65
Invoice Description	Invoice Number	Invoice Amount	
Adult Programs PickleBall Cour	6696	\$1,500.00	
Joint Office Aug Expenses	6689	\$2,136.65	
Combat Spraying Ltd.	EFT0005160	2022-09-29	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Parks Ball Diamond/Soccer/Play	7171	\$2,100.00	
Commercial Truck Equipment Cor	EFT0005161	2022-09-29	\$255.84
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 4 Face Plate Kits	CA-0004648146	\$255.84	
Contact Safety Service Ltd.	EFT0005162	2022-09-29	\$105.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Service Fire Extinguisher	12363	\$105.00	
Gerlitz, Steven	EFT0005163	2022-09-29	\$234.35
Invoice Description	Invoice Number	Invoice Amount	
Admin Travel&Subsistence Atco	2022.09.07	\$234.35	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hach Sales & Service Ltd.	EFT0005164	2022-09-29	\$3,501.43

Invoice Description	Invoice Number	Invoice Amount	
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WTP Lab Supplies & Freight	297373	\$1,725.34	
WTP Lab Supplies & Freight	297575	\$986.46	
WTP Lab Supplies	298054	\$85.50	
WTP Lab Supplies & Freight	299340	\$190.21	
WTP Lab Supplies	299523	\$513.92	

Heartland Auto Supply	EFT0005165	2022-09-29	\$970.10

Invoice Description	Invoice Number	Invoice Amount	
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Fire Joint Shop Supplies/Paint	001-519396	\$233.91	
Shop Supplies	001-519379	\$447.34	
Shop Back-up Alarm #48	001-521353	\$27.67	
Trans Wiper Blades #174	001-520177	\$44.08	
Water Boom & Reel Repair Mater	001-520143	\$102.50	
Water Air Filter #49	001-519936	\$42.65	
Parks Beacon for mower #178	001-520064	\$71.95	

Heartland Express	EFT0005166	2022-09-29	\$154.78

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Shop Freight from Brandt Tract	13531	\$39.40	
Shop Freight from Strongco	13587	\$39.40	
Water Freight From Wolseley	13614	\$75.98	

Heartland Glass Ltd.	EFT0005167	2022-09-29	\$141.75

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Trans Install Windshield #24	107570	\$141.75	

Hi Way 9 Express Ltd.	EFT0005168	2022-09-29	\$769.53

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint Freight from Commer	12543241	\$40.30	
Shop Freight from Industrial M	32236001	\$44.73	
Trans Freight from WR Meadows	66024189	\$44.73	
Trans Freight from WR Meadows	66024188	\$607.82	
Shop Freight from Oak Creek	32182904	\$31.95	

IJD Inspections Ltd.	EFT0005170	2022-09-29	\$1,605.25

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
P&D Aug Building Permits	08-2022	\$1,605.25	

Industrial Machine Inc.	EFT0005171	2022-09-29	\$204.81

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Parks Auger Bearing #38	43110	\$204.81	

KaizenLAB Inc.	EFT0005172	2022-09-29	\$108.64

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Water Lagoon Sampling	INV0079523	\$54.32	
Water Lagoon Sampling	INV0079524	\$54.32	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Keiths Refrigeration	EFT0005173	2022-09-29	\$1,377.60

Invoice Description	Invoice Number	Invoice Amount	
Health Unit Service Call AC un	22079	\$252.00	
SRC Service Call Dehumidifier	22070	\$1,125.60	
=====			
Meridian OneCap Credit Corp	EFT0005174	2022-09-29	\$786.90

Invoice Description	Invoice Number	Invoice Amount	
P&L Oct/Nov/Dec Copier Lease	221001 663948	\$786.90	
=====			
Morbeck, Rachel	EFT0005175	2022-09-29	\$266.18

Invoice Description	Invoice Number	Invoice Amount	
Admin Property Tax Conference	2022.09.23	\$266.18	
=====			
Mountainview Systems Ltd.	EFT0005176	2022-09-29	\$949.99

Invoice Description	Invoice Number	Invoice Amount	
Water Trans 19-200SC Locator	S176187	\$949.99	
=====			
Municipal Property Consultants	EFT0005177	2022-09-29	\$6,915.99

Invoice Description	Invoice Number	Invoice Amount	
Sept Assessor	17161	\$6,915.99	
=====			
National Neon Displays Limited	EFT0005178	2022-09-29	\$1,107.75

Invoice Description	Invoice Number	Invoice Amount	
SRC Service Call Sign Repair	696946	\$1,107.75	
=====			
Northstar Trucking Ltd.	EFT0005179	2022-09-29	\$5,045.77

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Road Sand &	322886	\$5,045.77	
=====			
NSC Minerals Ltd.	EFT0005180	2022-09-29	\$6,416.28

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Salt for St Sand	SXP293221	\$6,416.28	
=====			
Oakcreek Golf & Turf Inc.	EFT0005181	2022-09-29	\$306.60

Invoice Description	Invoice Number	Invoice Amount	
Park Sensor for mower #172	2308830	\$306.60	
=====			
Peavey Mart	EFT0005182	2022-09-29	\$702.66

Invoice Description	Invoice Number	Invoice Amount	
Shop 20" Fan	2007357003	\$52.49	
Roads Crackfilling T-Shirts	2004673005	\$120.72	
Water Camlock	2004980003	\$17.31	
SRC Ice Making Supplies	2003149003	\$88.18	
Parks Rose Fertilizer	2005337003	\$17.61	
Safety Day Prizes	2004575004	\$255.15	
Safety Day Prizes	3003733003	\$151.20	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Proform Construction Products	EFT0005183	2022-09-29	\$4,257.08
Invoice Description	Invoice Number	Invoice Amount	
Roads Okoppe Parking Lot Mater	346515	\$4,257.08	
Rally Rentals	EFT0005184	2022-09-29	\$110.31
Invoice Description	Invoice Number	Invoice Amount	
WTP Floor Sander Rental	31912	\$110.31	
Shanes Instrument Services Ltd	EFT0005185	2022-09-29	\$3,967.94
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn Transmitter Calib	20625	\$3,967.94	
Stettler & District Handibus	EFT0005187	2022-09-29	\$157.65
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage August Utilites	3737	\$157.65	
Stettler Flooring	EFT0005186	2022-09-29	\$81.44
Invoice Description	Invoice Number	Invoice Amount	
SRC Paint	72550	\$81.44	
Stettler Home Hardware	EFT0005169	2022-09-29	\$4,107.75
Invoice Description	Invoice Number	Invoice Amount	
Office 2 water refills	129990	\$11.00	
Office 2 water refills	130147	\$10.50	
Office 3 water refills	130306	\$15.75	
Shop 1 water refill	129987	\$3.75	
Shop 2 water refills/cat food	130150	\$46.95	
Shop 3 water refills	130330	\$11.25	
WTP Supplies	130239	\$64.00	
SRC Painters Tape	130349	\$6.29	
SRC 2 Plungers	130316	\$24.34	
SRC Ice Making Supplies	130038	\$57.71	
Parks Chain Saw Blades/Line St	130107	\$107.04	
Parks Fertilizer	130132	\$33.58	
Safety Day Prizes	130067	\$3,715.59	
Stettler Telephone Answering S	EFT0005188	2022-09-29	\$136.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Sep Working Alone Monitori	154	\$136.50	
Stettler Vet Clinic	EFT0005194	2022-09-29	\$214.81
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Aug Vet Clinic Fees	808294	\$109.73	
Bylaw Aug Vet Clinic Fees	808531	\$105.08	
Switenky, Greg	EFT0005189	2022-09-29	\$603.28
Invoice Description	Invoice Number	Invoice Amount	
Admin Travel&Subsistence Atco	2022.09.09	\$603.28	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Tagish Engineering Ltd.	EFT0005190	2022-09-29	\$24,766.05

Invoice Description	Invoice Number	Invoice Amount	
TS106-53rd St Water Replacemen	19422	\$11,911.16	
TS108-Water Reservoir Upgrades	19423	\$8,635.91	
TS109-Lagoon Transfer St Rehab	19424	\$4,218.98	

TNT Work & Rescue	EFT0005191	2022-09-29	\$1,893.22

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Training Materials	52863	\$867.55	
Fire Joint Training Materials	52864	\$501.12	
Fire Joint Training Materials	52865	\$270.73	
Fire Joint Training Materials	52872	\$253.82	

Trinus Technologies Inc	EFT0005192	2022-09-29	\$2,641.83

Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email/Back	R77089-36393	\$775.98	
Computer Exchange Server VM Mi	R75160-36191	\$1,559.25	
Computer WAP Renewal	R76760-36469	\$306.60	

Uptown Office Supply Ltd.	EFT0005193	2022-09-29	\$417.66

Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	04324B	\$117.40	
Office Stationery	04488B	\$38.30	
Fire Joint Stationery	04491B	\$33.51	
WTP Printer Ink	04321B	\$199.24	
P&D Stationery	04458B	\$29.21	

Wally's Backhoe Services Ltd.	EFT0005195	2022-09-29	\$377,738.98

Invoice Description	Invoice Number	Invoice Amount	
TS104-Hwy 12 Inter Holdback Re	PPC#5 TS104	\$74,536.10	
TS106-53rd St Watermain Repl	PPC#4-TS106	\$303,202.88	

Yost, Dustin	EFT0005196	2022-09-29	\$49.14

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2022.09.12	\$49.14	

Yost, Dustin & Maria Cristine	EFT0005197	2022-09-29	\$1,800.00

Invoice Description	Invoice Number	Invoice Amount	
Com Hall Sep Hall Janitor	2022.09.01	\$1,800.00	

Total Cheques			\$516,041.85
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000570
Cheque Date	First	Last		ONL000574

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000570	2022-09-09	\$142.66

Invoice Description		Invoice Number	Invoice Amount

Fire Joint Data Flex Plan		2525604038	\$142.66

Shaw Cable	ONL000571	2022-09-09	\$73.50

Invoice Description		Invoice Number	Invoice Amount

Comm Hall Wifi 09.17to10.16		2022.08.17	\$73.50

Telus Communications	ONL000572	2022-09-09	\$369.21

Invoice Description		Invoice Number	Invoice Amount

Telus Aug 22 to Sep 21, 2022		2022.08.23	\$369.21

Telus Mobility Inc.	ONL000573	2022-09-09	\$1,181.46

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Aug 22-Sep 21		2022.08.21	\$1,181.46

United Farmers of Alberta	ONL000574	2022-09-09	\$75.32

Invoice Description		Invoice Number	Invoice Amount

Shop Grease		SOINV3677768	\$41.96
WTP Security Snap		SOINV3608082	\$1.88
WTP Grease		SOINV3720718	\$31.48

Total Cheques			\$1,842.15
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000575
Cheque Date	First	Last		ONL000581

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000575	2022-09-29	\$10,416.04

Invoice Description	Invoice Number	Invoice Amount
Joint Office Aug Gas Bill	202208-3693	\$94.95
Fire Joint Aug Gas Bill	202208-3687	\$106.83
Town Shop Aug Gas Bill	202208-3994	\$152.19
Airport Aug Gas Bill	202208-3686	\$80.51
WTP Aug Gas Bill	202208-3689	\$1,355.41
Water Trans Aug Gas Bill	202208-3684	\$72.81
Sewer 1 Aug Gas Bill	202208-3685	\$72.11
Sewer 2 Aug Gas Bill	202208-3692	\$71.76
SRC Aug Gas Bill	202208-3691	\$8,056.53
Com Hall Aug Gas Bill	202208-3690	\$177.56
Parks LIons Aug Gas Bill	202208-3688	\$107.61
Gear Up Aug Gas Bill	202208-3679	\$67.77

Corporate Payment Systems	ONL000576	2022-09-29	\$21,717.45
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Invoice Description	Invoice Number	Invoice Amount
Parks Year End Luncheon Casual	2022.09.05.343	\$865.70
P&L ARPA Membership/Wellness	2022.09.05.312	\$846.78
BOT Corporate Visa	2022.09.05.BOT	\$2,618.63
Fitness Area Speaker/Apples/El	2022.09.05.768	\$290.64
WTP Braided Nylon Hose, Bushin	2022.09.05.832	\$376.84
Office Lunch Room Supplies	2022.09.05.425	\$1,080.82
Com Dev - Canadian Coasters	2022.09.05.758	\$1,201.00
PR Miracle Treat Day/NACLAA Co	2022.09.05.492	\$2,060.80
Computer Docking Station	2022.09.05.164	\$501.73
Office Kettle	2022.09.05.763	\$38.84
SRC Zamboni Tank Repair Materi	2022.09.05.764	\$9.44
Staff BBQ/Roads Crack Filling	2022.09.05.051	\$1,267.82
Pool Program & Facility Suppli	2022.09.05.762	\$293.30
PR Blizzards/Crack Filler Cove	2022.09.05.623	\$277.02
Computer 2 Laptops/Admin Train	2022.09.05.767	\$5,476.08
P&L Stamps/Com Hall Kitchen Su	2022.09.05.981	\$2,986.03
Sewer Asset Management/Staff B	2022.09.05.149	\$58.96
Fire Joint Supplies/Training/S	2022.09.05.655	\$1,467.02

Poulin's Professional Pest Con	ONL000577	2022-09-29	\$354.94
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Invoice Description	Invoice Number	Invoice Amount
WTP Monthly Pest Control	1503025	\$198.45
SRC Monthly Pest Control	1502874	\$156.49

Rogers	ONL000578	2022-09-29	\$170.10
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Invoice Description	Invoice Number	Invoice Amount
Fire Joint Data 09.19 to 10.18	2537822192	\$170.10

Shaw Cable	ONL000579	2022-09-29	\$73.50
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Invoice Description	Invoice Number	Invoice Amount
Com Hall WiFi 10.17 to 11.16	2022.09.17	\$73.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shaw Cable	ONL000580	2022-09-29	\$288.75

Invoice Description	Invoice Number	Invoice Amount	
SRC WiFi 10.15 to 11.14	2022.09.15	\$288.75	

Shaw Cablesystems GP	ONL000581	2022-09-29	\$109.15

Invoice Description	Invoice Number	Invoice Amount	
Fitness Area Oct Cable TV	2022.09.01	\$109.15	

Total Cheques			\$33,129.93
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number First	Last
Cheque Date	2022-09-22	2022-09-22		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Claris Internation Inc.	BANK DRAFT 002520	2022-09-22	\$3,827.58

Invoice Description	Invoice Number	Invoice Amount	
Water Trans FM 19 Annual User	5734668	\$3,827.58	

Total Cheques			\$3,827.58
			=====

MINUTES OF THE STETTLER DISTRICT AMBULANCE ASSOCIATION MEETING HELD ON MONDAY, SEPTEMBER 19, 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.

PRESENT: Dave Grover, County of Stettler Councillor (Chairperson)
Justin Stevens, County of Stettler Councillor
Gord Lawlor, Town of Stettler Councillor (Vice Chairperson)
Sean Nolls, Town of Stettler Councillor
Blaine Brinson, Summer Village of Rochon Sands
Ed Waugh, Summer Village of White Sands
Amber Hoogenberg, Village of Big Valley
Doug Brooker, Village of Donalda (joined at 10:01 a.m.)

Other: Linda Borg, Shift Supervisor
Janet Chaney, Rural Acute Care Manager for Stettler Hospital and Care Centre (joined at 10:06 a.m.)
Yvette Cassidy, Chief Administrative Officer
Andrew Brysiuk, Director of Municipal Services
Michelle Hoover, Legislative Assistant
Christa Cornelssen, Director of Corporate Services
Marlene Hanson, Executive Assistant

ABSENT: Greg Switenky, Town of Stettler CAO

CALL TO ORDER

The meeting was called to order at 10:00 a.m. on Monday, September 19, 2022 by Chairperson Dave Grover.

AGENDA ADDITIONS AND APPROVAL

71.09.19.22 Moved by Justin Stevens

“that the January 19, 2022 Stettler District Ambulance Association Meeting agenda be approved with the addition of:

- Negotiation Update.”

Carried Unanimously

Doug Brooker joined the meeting at 10:01 a.m.

MINUTE APPROVAL

72.09.19.22 Moved by Amber Hoogenberg

“that the June 20, 2022 Regular and August 16, 2022 Emergency Stettler District Ambulance Association Meeting Minutes be approved as presented.”

Carried Unanimously

DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES

None

NEW BUSINESS

Negotiation Update:

Yvette Cassidy reported that a quarterly contract meeting was held, following which discussions took place regarding the Contract Negotiations. Stettler District Ambulance Association identified and discussed their concerns (funding of the contract; cost for drugs; independent cost of laundry and oxygen – group purchasing would save money; fuel costs; and new ambulance and salary agreements) and were asked to include 2 – 12 hour shifts. It was also noted that the PRU would not be considered for funding.

Another Albert Health Services Association Meeting has been requested to revisit our requests.

Janet Chaney, Rural Acute Care Manager for Stettler Hospital and Care Center, joined the meeting at 10:06 a.m. with introductions being completed and Janet Chaney welcomed.

A meeting has been scheduled with the Minister of Health Jason Copping with a number of other Municipalities being invited to attend.

Truth and Reconciliation Day:

73.09.19.22

Moved by Ed Waugh

“that the Stettler District Ambulance Association Board approve following the Memorandum of Settlement agreed upon between HSAA and AHS, and accept the memorandum as presented:

Regular and Temporary Full-time Employees who were eligible for a day off with pay on or for September 30, 2021 as a Named Holiday in accordance with Article 22.02 by virtue of:

- a) working the day as scheduled or required to do so;
- b) the day being the Employee’s scheduled day of rest; or
- c) being on approved vacation with pay on September 30, 2021

will be provided payment for the paid holiday, inclusive of premium pay for hours actually worked. Named Holiday banks will not be adjusted.”

In Favour: Amber Hoogenberg, Blaine Brinson, Dave Grover, Sean Nolls,
Doug Brooker, Ed Waugh and Gord Lawlor

Opposed: Justin Stevens

Carried

Health and Safety Policy 5.3 - Fatigue Management:

74.09.19.22

Moved by Sean Nolls

“that the Stettler District Ambulance Association Board adopt the Stettler District Ambulance Association Policy and Procedure Manual's Health and Safety Policy 5.3 - Fatigue Management, as presented.”

Carried Unanimously

Operational Policy 3.54 - Transporting Multiple Patients:

75.09.19.22

Moved by Amber Hoogenberg

“that the Stettler District Ambulance Association Board adopt the Stettler District Ambulance Association Policy and Procedure Manual's Operational Policy 3.54 - Transporting Multiple Patients, as presented.”

Carried Unanimously

Operational Policy 3.55 - Just in Time Infusion Pump Training:

76.09.19.22

Moved by Gord Lawlor

“that the Stettler District Ambulance Association Board adopt the Stettler District Ambulance Association Policy and Procedure Manual's Operational Policy 3.55 - Just in Time Infusion Pump Training, as presented.”

Carried Unanimously

Purchase of a New Ambulance:

77.09.19.22

Moved by Sean Nolls

“that the Stettler District Ambulance Association Board authorize for the review and approval for the Purchase of a New Ambulance decision to be resolved through email, once the specifics have been received.”

Carried Unanimously

Amendment to Policy 2.4 – Board Members:

78.09.19.22

Moved by Justin Stevens

“that the Stettler District Ambulance Association Board adopt the Stettler District Ambulance Association Policy and Procedure Manual's Board Policy 2.4 – Board Member, as presented.” Carried Unanimously

Member-At-Large Appointment:

79.09.19.22 Moved by Gord Lawlor

“that the Stettler District Ambulance Association Board appoint David Guba as the Stettler District Ambulance Association Member-At-Large (Patient and/or Family Advocate), effective for a 4-year term.”

In Favour: Amber Hoogenberg, Blaine Brinson, Justin Stevens,
Dave Grover, Sean Nolls, Doug Brooker and Gord Lawlor
Abstained from Voting: Ed Waugh
Carried

REPORTS

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

80.09.19.22 Moved by Justin Stevens

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

81.09.19.22 Moved by Gord Lawlor

“that the Stettler District Ambulance Association’s Bank Reconciliation for the periods ending May 31, June 30 and July 31, 2022, attached and forming part of these minutes, to be approved as presented.” Carried Unanimously

82.09.19.22 Moved by Blaine Brinson

“that the Stettler District Ambulance Association’s Year to Date Budget for the month ending July 31, 2022, attached and forming part of these minutes, to be approved as presented.” Carried Unanimously

Manager's Report and Quarterly Newsletter:

Justin Stevens inquired as to when the Stettler District Ambulance Association and Alberta Health Services contract negotiation situation would be shared with the public (focusing on the service that the Stettler Ambulance offers and retaining those services) – suggests to do sooner than later, otherwise this may not be an option.

- It was suggested to hold until after the meeting next week with the Minister of Health Jason Copping.
- Supportive letters have been received from White Sands and the Housing Authorities.
- Suggested that Niki Thorsteinsson and Lara Angus could to draft an acceptable document to be placed in the Stettler Independent and the East Central Review.
- Noted to include the Fire Department and all others that are involved.
- Yvette Cassidy noted that it may be beneficial for the Board make a trip to Edmonton to attend the Legislature to address the issue.

83.09.19.22 Moved by Blaine Brinson

“that the Stettler District Ambulance Association Manager's Report dated September 19, 2022 be received for information.” Carried Unanimously

Yvette Cassidy left the meeting at 10:58 a.m.

Quarterly Newsletter

84.09.19.22 Moved by Gord Lawlor

“that the Stettler District Ambulance Association 2022 Quarterly Newsletter be received for information.” Carried Unanimously

It was noted that the review and approval for the Purchase of a New Ambulance decision and the Stettler District Ambulance Association and Alberta Health Services contract negotiation situation notification to the public can both be completed at the same time.

CONSENT AGENDA ITEMS

None

IN-CAMERA SESSION

None

NEXT MEETING

The next meeting of the Stettler District Ambulance Association is scheduled for Monday, December 12, 2022 at 10:00 a.m.

ADJOURNMENT

85.09.19.22

Moved by Sean Nolls

“that the Stettler District Ambulance Association Meeting adjourn at 10:00 a.m.”

Carried Unanimously

Chairperson

Administrator

**MINUTES OF THE REGULAR STETTLER WASTE MANAGEMENT AUTHORITY MEETING
HELD ON TUESDAY, SEPTEMBER 27, 2022 AT 10:00 A.M., IN THE COUNCIL CHAMBERS
OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA
AND VIA TELECONFERENCE.**

PRESENT: Justin Stevens, County of Stettler Councillor
Ernie Gendre, County of Stettler Councillor (Chairperson)
Kurt Baker, Town of Stettler Councillor
Cheryl Barros, Town of Stettler (Vice Chairperson)
Amber Hoogenberg, Village of Big Valley
Rick Nelson, Village of Donalda
Dan Hiller, Summer Village of Rochon Sands
(Executive Committee Member)
Mark Fox, Stettler Member at Large (joined at 10:03 a.m.)
Grace Fix, Recycling Representative
(Heartland Beatification Committee)

Other: Rene Doucette, Manager/SWMA Representative
Sean Nolls, Town of Stettler Councillor (Alternate)
Yvette Cassidy, County of Stettler CAO (SWMA CAO)
(joined at 10:31 a.m.)
Andrew Brysiuk, Director of Municipal Services
Christa Cornelssen, Director of Corporate Services
Marlene Hanson, County of Stettler Executive Assistant

ABSENT: Bill Sanchuck, Summer Village of White Sands
Greg Switenky, Town of Stettler CAO

CALL TO ORDER

The meeting was called to order at 10:00 a.m., Tuesday, September 27, 2022 by Chairperson Ernie Gendre.

AGENDA ADDITIONS AND APPROVAL

47.09.27.22 Moved by Kurt Baker
“that the September 27, 2022 agenda for the Stettler Waste Management Authority Meeting be approved as presented.”
Carried Unanimously

MINUTE APPROVAL

48.09.27.22 Moved by Cheryl Barros
“that the June 24, 2022 Stettler Waste Management Authority Meeting minutes be amended on page 4 under Mattress Recycling changing the proposed increase fee from \$1.70 to \$1.75 then approved.”
Carried Unanimously

DELEGATIONS

None

Mark Fox joined the meeting at 10:03 a.m.

MANAGER'S REPORT

Christa Cornelssen noted in regard to the Big Valley burn pit expenses, that reserves have funds, however, the purchase of some land will draw funds from the reserve and that deletion may occur in the near future. The Manager and Chief Administrative Officer can approve taking the funds from another account as long as an explanation is available.

It was noted that there are funds remaining from the Donalda burn pit project.

49.09.27.22 Moved by Justin Stevens

“that the Stettler Waste Management Manager’s Report dated September 27, 2022 be received for information.”

Carried Unanimously

Tipping Fees:

Rene Doucette noted that there has not been an increase in Tipping Fees for a number of years (since 2014), therefore, suggested an increase. Propose a \$5.00 a ton increase for the commercial fees, effective January 1, 2023. Noted fees for out of county haulers can be increased by \$10.00 per ton. Metal and clean burnable will remain at the present rates.

The proposed increases can be included in the 2023-26 budget figures, for consideration.

50.09.27.22 Moved by Mark Fox

“that the Stettler Waste Management Manager’s verbal report on Tipping Fees be received for information.”

Carried Unanimously

FINANCIALS

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

51.09.27.22 Moved by Dan Hiller

“that the Stettler Waste Management Authority’s payments Register for the payments posted between June 1 and August 31, 2022; the Bank Reconciliation and Reserves for the periods ending May 31, June 30 and July 31, 2022; and the Year to Date Budget for the month ending July 31, 2022 (all attached and forming part of these minutes) Reports to be approved as presented.”

Carried Unanimously

BUSINESS ARISING FROM PREVIOUS MINUTES

None

NEW BUSINESS

Budget:

A preliminary 2023-26 budget was presented for information in order to assist the participating municipalities in understanding the requisition values for their budgeting purposes.

Yvette Cassidy joined the meeting at 10:31 a.m.

It was noted that the Reserves Policy can be reviewed/addressed during the December meeting.

- 52.09.27.22 Moved by Grace Fix**
“that the Stettler Waste Management Authority receive the preliminary 2023-26 budget, for information.” Carried Unanimously

REPORTS

Stettler SWMA Alberta August 2022 LCA:

That the Stettler Transfer Site has been omitted on the report, which will be checked.

- 53.09.27.22 Moved by Kurt Baker**
“that the Stettler Waste Management Authority receive for information the Stettler SWMA Alberta August 2022 LCA (Textile Recycling Diversion Report – Diabetes Canada) report.” Carried Unanimously

Recycling Report:

Rene Doucette suggested to use the furniture bins for the Treated Wood Program during the winter months, effective October 1 or 15 – after winter hours become effective. This can be monitored and may continue into the summer as well.

- 54.09.27.22 Moved by Grace Fix**
“that the Stettler Waste Management Authority continue with the Treated Wood Program by discontinuing to rent bins through the winter months and in the spring reassess if rented bins are required, at a cost of \$12,000 (\$11,600 for hauling and \$400 for summer bin rental) for the 2023 program.” Carried Unanimously

Sean Nolls left the meeting at 10:46 a.m.

Burn Pit Program – could recycle cardboard – County has a cardboard recycling program – if recycled the cardboard burned in pits, it would be an approximate 10-25% increase per year (or \$2,700 - \$6,750 increase).

CAO Cassidy noted that Budget deliberations will begin in the near future and direction would need to come from a Councillor of the County of Stettler.

The Treated Wood Program motion, shown above is in the budget.

- 55.09.27.22 Moved by Amber Hoogenberg**
“that the Stettler Waste Management Recycling Report dated September 27, 2022 be received for information.” Carried Unanimously

CONSENT AGENDA ITEMS

None

IN CAMERA SESSION

- 56.09.27.22 Moved by Justin Stevens**
“that the Stettler Waste Management Authority Board enter into an in-camera session at 10:53 a.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as: Section 25: Disclosure harmful to economic and other interests of a public body.” Carried Unanimously

57.09.27.22 **Moved by Kurt Baker**
“that the Stettler Waste Management Authority Board exit out of in-camera at 11:11 a.m.” Carried Unanimously

Michelle Hoover joined the meeting.

NEXT MEETING

The next meeting being an Organizational and Regular Meeting is scheduled for December 16, 2022 at 10:00 a.m.

ADJOURNMENT

58.09.27.22 **Moved by Dan Hiller**
“that the Stettler Waste Management Authority Meeting be adjourned at 11:14 a.m.” Carried Unanimously

Chairperson

SWMA Chief Administrative Officer

P & H Elevator Preservation Society

Fall 2022

Celebrating our Seventeenth Year

Issue #39

P & H Elevator

P & H Elevator

HARVEST BBQ

Menu to Include

- Hamburgers
- Hot Dogs
- Potato Salad
- Baked Beans
- Dessert
- Refreshments

Everybody Welcome

Saturday, October 1st
3-6 pm

Threshing, Flour Making
Wood Stove Baking
Old Time Laundry

By Donation

Anyone who would like to receive their newsletter via email, please send an email to stettlergrainelevator@gmail.com.

Check out our website, www.stettlergrainelevator.com, and follow us on Facebook!

➤ **In Memory of Sue Mitchell**

A long-time volunteer at the elevator sadly passed away on Aug 27, 2022. Sue McQuoid Mitchell was 75 years old and she was the daughter of Donald and Marnie McQuoid. She was born on Apr 1, 1947. Susan is survived by her daughter Marnie Mitchell, 3 younger siblings (Jim, Dorothy, and Marilyn), numerous nieces, nephews, and other family members and friends. She was predeceased by her loving husband John and her son Robb.



In her retirement, Susan was a dedicated volunteer in the Stettler community. She spent countless hours at the Stettler Legion and the P&H Elevator Preservation Society. Her late husband John was also an active volunteer and they both held positions on the P&H Elevator Society Executive.

Sue was always willing to help with activities at the elevator. She enjoyed working at our Snack Bar, serving and talking to the Alberta Prairie travellers. We appreciated Sue's quiet manner and her thoughtful ideas when discussions were held. She will certainly be missed by all who knew her and worked with her.

➤ **No Fundraiser in August**

This summer, we decided not to hold our annual Harvest Supper Event at the end of August. Usually we host a big turkey dinner with all of the fixings, but we have different plans for this year! The Harvest Supper has always been a huge hit. We always enjoy hosting the community at the elevator and showing them what we do around here. We hope that the community will enjoy our next event just as much!

➤ **Fall Fundraiser: Harvest Barbecue**

On October 1 from 3 to 6 pm, come gather with us at the elevator for our new event, a Harvest Barbecue! We will be barbecuing some delicious hamburgers and sausage dogs and there will also be potato salads, baked beans, and an assortment of refreshments. For dessert we will have ice cream drizzled with tasty strawberries.

The event will also feature a variety of demonstrations. You'll be able to watch our 1887 threshing machine in action and hear the uneven put-put-put of the elevator engine. We will have fresh baked goods made on the old wood burning stove, a flour making demonstration, an antique washing machine demonstration, a wood cutting demonstration, and more!

Everything will be by donation. The funds raised at this event will help us reach our goal of putting down floor coverings in the Feed Shed Addition. We hope to see you there!

➤ **Pancake Breakfast**



Fresh buns baked in the old wood stove



Antique Washing Machine

The P&H Elevator Preservation Society held our annual Pancake Breakfast earlier this summer on June 5! The fundraiser was a great success. Over 300 guests joined us for pancakes, eggs, ham, and

sausages. The money we raised went towards our Feed Shed Addition project. Thank you to everyone who attended the Pancake Breakfast. Your support means so much to us!

➤ **AGES Visit**

We hosted the Alberta Grain Elevator Society (AGES) at our elevator on July 16. AGES is made up of a group of people who are preserving grain elevators in Alberta as well as people who are interested in elevators. The group found our elevator complex interesting and impressive.

➤ **Coasters Visit**

The Canadian Coasters Car Club completed a coast-to-coast trip this summer, and Stettler was fortunate to be one of their 3 stops in Alberta! The antique car enthusiasts started in St. John's, Newfoundland on June 27th and they finished in Duncan, BC on September 5th. Nearly 60 antique cars participated in the trip.

While they were in Stettler on July 23rd, some of the Coasters members stopped by the P&H Elevator for a tour and lunch. Our volunteers enjoyed visiting with them, hearing their stories, and telling them about our grain elevator. We are so thankful that they stopped by and we hope some of the members will visit again in the future!



➤ **Summer Students**

Like last year, we had 2 summer students again this year! Our first summer student was Taylor Roth. Taylor had just graduated from the local high school and she was a huge help to us over the summer. She helped maintain the displays in the elevator, led some tours, helped catalogue our history book collection, and worked on various other projects. We really appreciated Taylor's hard work. Now she is off to Red Deer College to start her Bachelor of Science. Good luck Taylor and thank you for all of your help! You will be missed.

Our second summer student was Keirsten Docherty.

Keirsten has been working with us for 6 years and she primarily works for the Stettler History Book project now. You might not have seen her around the elevator as much this summer because in June she also started a new job working as a museum interpreter for the City of Edmonton! She was in the city most of the time working on the history book remotely. She will still be around the elevator helping out occasionally!

➤ **A Slow Summer**

Unfortunately, things were slow around the elevator this summer. With the aftermath of the pandemic and the high prices sweeping the province, it seems that tourism hasn't quite picked back up yet. We had very few tourists come by the elevator for tours this summer. The tours we did give were very welcome opportunities for our guides to share their passion for grain elevators!

We were also unable to operate the Snack Bar this summer. We hope that tourism will pick back up by next summer. We miss having a steady stream of guests at the elevator and sharing elevator history with visitors is one of the big reasons that preserving the elevator has been so important to us.

➤ **Summer Projects**

Our volunteers have been busily working around the elevator. Our summer projects included:

Sea Can Container

- Cleaning, Painting Interior, and Organizing Contents



Dave McCourt and Verna Rock painting the inside of the container

Feed Shed Addition

- Putting down the floor underlay
- Working on the bathrooms
- Exterior siding
- New steps and deck for south entrance



We thank S.C.O.RE Projects Inc. for providing the materials and building the wonderful metal steps and deck. We are in the process of preparing the steps for painting. Thank you to Foremost for supplying the paint!

After several years of work, the Feed Shed Addition is nearing completion! There is still a lot of work to be done, but the end is finally in sight.

➤ Thank you!

The P&H Elevator Preservation Society has been blessed with many dedicated volunteers and generous donations. The support of our local community and our more distant patrons means a world to us. You are what keeps the elevator going! We don't know where we would be without the volunteers, donations, and visitors that help each year. A big thank you to everyone who has supported us!

➤ Stettler History Book Progress

The Stettler History Book committee continues to use the Feed Shed Addition basement as their main office. The committee has made great strides over the past year and the book is finally nearing completion! The volunteers have been working hard to proofread, research, and finalize files. The committee is looking into publishing options and they hope to have it published by mid-2023. We have recently set up a website for the Stettler History Book: StettlerAndDistrictHistoryBook.com. Check it out to stay updated on our progress!

➤ Memberships

The P&H Elevator wants to thank everyone who has bought a membership for 2022. Considering the very slow summer we have had at the elevator, any additional memberships for 2022 and 2023 would be greatly appreciated. If you would like to purchase a membership, you can fill out the membership form on the right and send it to us with your dues. We would greatly appreciate your support!

In Memorium

The following names have been added to our memorial board.

Joe Baltimore
Donated by Dr. Lee Thomas

Clarence & Lydia Chapman
Donated by Dale & Donna Chapman

Annual Membership

P&H Elevator Society
Box 1437, Stettler, AB T0C 2L0
Membership 2023
Annual - \$20, Lifetime - \$150

Name: _____

Address: _____

Postal Code: _____

Telephone: _____

Email: _____

Stettler Festival of Lights – 25th Anniversary

November 29th – December 3rd
Stettler Community Hall

This winter, Stettler Festival of Lights is hosting their 25th annual hospital fundraiser.

We have been working diligently with the Stettler Health Services Foundation to ensure we are able to purchase the items that are most needed right now. All funds raised go directly back into Stettler's Hospital and Care Center. We are striving to raise \$100,000.00 to reach our goal! This year we are fundraising to purchase a new Ultrasound machine to be used within the labour & delivery unit and the emergency room.

Listed below are some additional details on where previous funds were allocated to help grow our hospital and the services our community can provide in the way of patient care. Over the past 24 years, Stettler's Festival of Lights has raised over \$1,355,000.00 to enhance patient care at the hospital!! Festival of Lights can attribute their success to the remarkable residents of Stettler and surrounding communities who share their time and money to improve our local health care system.

With phenomenal community support of our events, we have been able to purchase the following necessary equipment for our local hospital and long-term care facilities:

- Birthing Bed (2) & Room Décor
- Panda Warmer
- Vital Signs Monitor
- Central Cardiac Monitoring Main Frame & Two Individual Monitoring Cubes
- Ice Dispenser
- Stryker Power Hydraulic Cot
- LUCAS 3 Chest Compression System for the District Ambulance
- Accumax Mattresses for acute care (19)
- Ventilator for the ER department
- Automated External Defibrillator
- Bili TX Phototherapy Jaundice Treatment Blanket
- Blanket Warming Cupboard
- Overhead Patient Lifts (6)
- Colonoscope
- Infant Incubator
- Palliative Care Beds (3)
- Aqua-Aire Bath System
- Dialysis Unit Chairs
- Heart Monitors
- Sheepskins
- Nurse Call System & Patient Monitoring System
- Multiple Operating Room Upgrades
- Multiple Emergency Room Upgrades
- Palliative Care Room & Family Room Upgrade



We can't wait to be able to bring **Christmas Cheer** back to our community! We are excited to be bringing back our favorite events at the Stettler Community Hall to help us celebrate our 25th anniversary and we look forward to seeing you throughout the events and shopping in the Artisan Christmas Market.

Our "Christmas Cheer" Events will include the following:

ATCO Pancake Breakfast
A&W Burgers & Beer
Christmas Spirits
Art & Cheer

Dine & Dance Gala
Holly Jolly Lunch
Artisan Christmas Market
Seniors Tea

Silent & Live Auction
Progressive 50/50
Raffles
Sleigh Rides

Please watch for more information (Facebook, newspaper & Stettler Local)

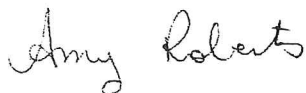
Throughout the week, the doors will be open to the public and the community will be able to come into the venue to see the beautifully decorated Christmas trees, visit the local Artisan Christmas Market, and bid on silent auction items.

Please see the enclosed Donation/Sponsorship Form for details on the variety of ways to contribute to our week-long fundraiser. You may return the form to any committee member listed below or mail to Postal Bag 500, Stettler, AB T0C 2L0.

We can provide you with a tax receipt for your donation. If you donate, we ask you to submit an invoice with your gift in kind donation to receive a tax receipt.

Charity License Number: 89269 4720 RR0001
www.stettlerhealthfoundation.com

Thank-you again for your continued support.



Amy Roberts (Stettler Festival of Lights, Committee Chair)

Amy Roberts, (403) 740-4740

Suzanne Bond (403) 740-2424

Allison Baird (403) 740-9696

Anna Tripp (403) 741-6409

Kelsie Miller (403) 318-8254

Melaine Cheater (403) 741-7875

Barb Gano

Mary-Jane Jackson (403) 742-0063

Morgan Hiller (403) 741-7776


Lisa Johnson (403) 740-5225

Danica Sutton (403) 396-5597

Chelsey Van Landuyt

Paula Hunter

Wanda Niehaus



**Get your office Christmas Party
tickets to the
Dine, Dance & Auction
Christmas Gala Now!!**

Call MJ at 403-742-0063

Stettler Festival of Lights - Donation / Sponsorship Form

Company/Personal Name: _____ Contact Person: _____
Address: _____ City: _____ Prov: _____ Postal: _____
Contact Number: _____ Email: _____

All donors/sponsors will be advertised on the bid sheets,
in the newspaper, and at the hospital.

In addition, event sponsors will also be advertised on table-tents

Donation & Sponsorship Opportunities

- Cash Donation Amount: \$ _____
(we will pick your auction item on behalf of you)
- Auction Item (List item below)
- Décor Sponsor (2) - \$500
- Gala Large Raffle Sponsor (4) - \$500
- Live Band Sponsor (1) - \$500
- Decorate Christmas Tree or Wreath
- Christmas Spirits Sponsor (1) - \$500
- Art & Cheer Sponsor (1) - \$500
- Holly Jolly Lunch Sponsor (1) - \$500
- Seniors Tea Sponsor (1) - \$500

Value of Donation/Sponsorship: \$ _____

Description of Auction Item: _____

Please note:

For items valued over \$200, please submit an independent receipt of the item's purchase in order to receive a tax receipt. Items valued under \$200 do not require an invoice.

Payment Method:

- Cheque Cash Credit Card

* Cheques payable to: Stettler Health Services Foundation

Mail to: Bag 500 Stettler, AB T0C 2L0

Credit Card #: _____

Expiry Date: _____ CVC: _____

Name on Card: _____

Authorizing Signature: _____

Sponsorship Levels

- Friend Sponsor: \$100 - \$499
- Bronze Sponsor: \$500 - \$999
- Silver Sponsor: \$1000 - \$1499
- Star Sponsor: \$1500 - \$3000
- Diamond Sponsor: \$3000+

If you have any questions regarding sponsorship or donating an auction item, please contact:

Allison Baird, Auction Chair (403) 740-9696

Suzanne Bond, Auction Chair (403) 740-2424

Amy Roberts, Festival Chair (403) 740-4740

MJ Jackson, Financial Chair (403) 742-0063



Thank you to our donors!

Stettler Health Services Foundation Festival of Lights 2021

FRIEND \$100 - \$499

- 31 Gifts - Candace Maruk •4L Communications - The Telus Store •59th Street Liquor Store •Allied Vessel Fabrication
- Allison & Nick Baird •Anaiyah's Family Restaurant •ATCO Electric •Automotive Buy and Sell •Barbara & Larry Dawson
- Barney's Adventure Park •Becky Andersen •Bestway Travel •Big Game Source for Sports •Bond-O Security Systems •Boston Pizza - Stettler
- Brian Rymal o/a Wood Pix •C.R. Glass Ltd. •Cake'Lys - Elizabeth Viste •Cathy Litvak •Central Alberta Co-Op •Centre Ice Concession
- Century 21 Candor Realty •Cewal Construction Ltd. •CIBC Stettler •Cody & Karla Klaus •Corinne Phelan
- Cornucopia Gourmet Popcorn & Treats •Cuttin' Corners •Danceology - Rhonda Gillrie •Delaney Clarkson •Dennis & Heather Baird
- Desyane McCrindle •Diane Trenholm •Dirt Road Pretty •Donald & Rose Wesner •Don's Car Sales Ltd. •Doug & Elaine Scheerschmidt
- Echo Ridge Farms •Edgar & Pauline Scheerschmidt •Emily Morrison •Family Chiropractic & Alanna Tyner •FlareTech
- Francien Verhoeven •FRC Custom Woodworking •Fresh Wife Collective •Gayle & Jim Tennant •Gwenda Gravely •Gordon & Rita Mielke
- GRATE Kitchen & Gift •H & R Block Stettler •Harry & Linda Shoemaker •Heartland Bowl •Heartland Insurance Services
- Home Hardware Stettler •JD Apparel •JD Inspection •Interpiepline •Irene & Deane Kerbes •Ivry & Co •JNH - Justin Arndt
- Jacked Up Coffee •Jewel Theatre •Joanne Hoopfer •Jude's Liquor Store •Justin Stevens •Karin Phibbs •Kathleen Kossowan
- Kelsie & Brent Miller •Kings Cookies - Cathy King & Petina King •Koebler Financial Group •Leona Thorogood •Leschert & Associates
- Lorna & Jordy Gillespie •Lyncott Ladies Society •Magnetsigns •Marilyn & Mervyn Penfound •McDonalds Restaurant
- Metalex Metal Buildings •Michelle Lepard •Michelle Pinder •Mitchel & Patricia Koehler •Mrs. Prehn's Grade 6 Class
- Museum Boys •Napa Stettler •Neilson Beef •Norma J Leslie •North Star Trucking Ltd. •Off the Farm Honey - Henry
- Ol' MacDonald's Resort •Otherside Restaurant •Over the Top Hydroponics •Pampered Chef - Pat Ough •Parcels Trucking •Pat's Pet Care
- Pelle Tubing Inspection •Phoenix House B&B •Prairie Junction R.V Resort •Quality Controls - Shane & Tammy Menard •RBC Royal Bank
- Remax 1st Choice Realty •Rev. Ross Helgeton •Rodeo Roofing •Rob Brennen •Rod Smith Construction •Rooted Soul •Royal Tyrell Museum
- Rushton Agencies Ltd. •Saffron Alternative Healing •Schwartz Home Building Centre •Shane and Nadine Lang •Sharon & Malcom Fisher
- Sherri Kuefler •Stettler Dodge Ltd. •Stettler Equipment Sales & Service •Stettler Flowers - Cindy Savage •Stettler Golf & Country Club
- Stettler Recreation Centre •Stettler Subway •Sue & Eric Peterson •Suzanne Bond •Sweet Home •T.A.K. Oil & Gas
- Tana Nixon - The Mortgage Centre •The Attic Unisex Hair Design •The Bronzing Boutique/Dirt Road •The Golf Bags •The Shoe Closet & Boutique
- The Vault - Dixie LaRose •Thorogood & Pinches •Tom Campbell •Tom's Boots •Toni Wiggins Art •Town Pump •Trace Associates Inc.
- Valley Green Landscaping •Verna Walton & Family •Well's Furniture •Wendy Rowledge •WTS Manufacturing

BRONZE (\$500 - \$999)

- ◆ Albert & Jean Bauer ◆ Apple Drugs ◆ Barry & Debra Gitzel ◆ Blackjack Oilfield Contracting ◆ Brian & Gail Peterson ◆ Burmac Mechanical 2000
- ◆ Canadian Enviro-Tub / Murray & Mary-Lou Manson ◆ Canadian Natural Resources Ltd. ◆ Canalta Hotel - Stettler ◆ Central Vision & Hearing
- ◆ CIR Realty - Sherri Kuefler ◆ Dale & Lorri Bauman ◆ David & Tammy Webster ◆ Dean's Machine Inc. ◆ Di's Consulting Ltd
- ◆ Dr. Patel Family Dentistry ◆ Fran Smith ◆ Gilbert Benefit Consulting ◆ Greg Patterson Concrete ◆ Hadley Contracting
- ◆ Heartland Auto & Industrial Supply ◆ Heartland Medical Clinic ◆ Jim Long ◆ Jim Renschler Construction ◆ Joe & Elizabeth Knowles ◆ Kal Tire
- ◆ Katherine Clouver ◆ Larry & Sheila Clarke ◆ Lawlor Jewelry ◆ Lorri & Dale Bauman ◆ Marlaune Duncan ◆ Melissa Campbell ◆ Nordstrom Family Dental
- ◆ Peavey Mart ◆ Performance Health & Fitness ◆ RACC Spin Studio ◆ Rairdan Services Incorporated/Stettlerlocal.com ◆ Ramada Hotel - Stettler
- ◆ Rollie's Vac Systems ◆ Royal LePage Central ◆ RWA Chartered Professional Accountants ◆ Schnell Hardy Jones ◆ SCORE Projects Inc. ◆ Seans No Frills
- ◆ Shoppers Drug Mart ◆ Stettler Denture Clinic/David Ho ◆ Stettler Flooring & Paint ◆ Stettler GM ◆ Stettler Vet Clinic ◆ Steve's Stuff ◆ The Brick
- ◆ Tremmel Construction ◆ Vintage Thistle ◆ Vision Credit Union - Stettler ◆ Vortex Production Services ◆ Westland Insurance ◆ Wildrose Traffic Safety

SILVER (\$1000 - \$1499)

- ♥ Action Plumbing & Excavating ♥ Brennan Auto Body Repair Ltd.
- ♥ Canadian Tire Stettler ♥ Darcy & Kelly Klassen
- ♥ Generations R.V. Inc. ♥ Hoopfer Insurance
- ♥ Kinetite Club of Stettler ♥ Lift Auto Group
- ♥ Peter & Helen Boys ♥ Remedy Art Studio
- ♥ Silver Spring Colony Farming ♥ Stettler Electric Inc.
- ♥ Steve Campbell - In Memory ♥ Suncrest Farming Co. Ltd.
- ♥ Suzanne Denton ♥ The Co-Operators

STAR (\$1500 - \$3000)

- ★ A & W Stettler ★ Brandt Tractor Ltd.
- ★ Dean & Jami Lovell ★ Ember Resources Inc.
- ★ Gitzel & Company ★ J.T. Auto Body Ltd.
- ★ John Martin ★ John's ★ Lone Pine Farming Ltd.
- ★ Stettler Medi-Aesthetics ★ Whitesands Hutterite Colony

DIAMOND (\$3000 +)

- ◆ Byemoor Colony ◆ Harvey & Shirley Kassian
- ◆ Superfluity Shop ◆ Town of Stettler

September 28, 2022

Dear Mayor/Reeve:

The Government of Alberta is recognizing and endorsing the following International Holocaust Remembrance Alliance working definition of anti-Semitism through an order-in-council.

“Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Thirty-five countries, including Canada in 2019, endorsed or adopted this definition. Along with Alberta, three other provinces: Ontario (2020), Québec (2021) and New Brunswick (2021) have already endorsed or adopted the definition.

The *Alberta Human Rights Act* prohibits discrimination on the basis of several categories, including race, religious beliefs, colour, ancestry, and place of origin. All forms of racism are unacceptable, and endorsing this definition is just one way Alberta’s government is combating racism, supporting racialized communities, and promoting a safe and welcoming province for everyone.

The Government of Alberta is asking all municipalities across Alberta to consider accepting and amending their bylaws to reflect this definition.

Sincerely,



Honourable Tyler Shandro, KC, ECA

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs