

Town of Stettler

COUNCIL MEETING

APRIL 4, 2023

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, APRIL 4th, 2023
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of March 21st, 2023 5-12
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
 - (a) Stettler Regional Emergency Management Partnership Agreement 13-24
 - (b) Meeting Dates
 - Tuesday, April 11 – COW – 4:30pm
 - **Friday, April 14 – Sunday, April 16 – Stettler Trade Show**
 - Tuesday, April 18 – Council – 6:30pm
 - Tuesday, May 2 – Council – 6:30pm
 - **Tuesday, May 9 – Tax Budget Deliberations – 3pm**
 - Tuesday, May 9 – COW – 4:30pm
 - Tuesday, May 16 – Council – 6:30pm
 - **Monday, June 5 – Friday, June 9 – Seniors' Week**
 - **Friday, June 9 – Saturday, June 10 – Steel Wheel Stampede**
 - Tuesday, June 6 – Council – 6:30pm
 - Tuesday, June 13 – COW – 4:30pm
 - Tuesday, June 20 – Council – 6:30pm
 - (c) Accounts Payable in the amount of \$80,500.13 25-29
(\$69,746.05 + \$10,003.29 + \$750.79)
7. **Council**
 - (a) Meeting Reports
8. **Minutes**
 - (a) Stettler Regional Emergency Management Advisory – March 17, 2023 30-32
 - (b) Parkland Regional Library System Board – February 23, 2023 33-41
9. **Public Hearing**
10. **Bylaws**

11. **Correspondence**

- | | |
|---|-------|
| (a) STARS – Town of Stettler 2022 Impact Report | 42-52 |
| (b) PRLS Board Talk – Highlights | 53-54 |
| (c) FCM 2023 Federal Budget | 55-58 |
| (d) Minister of Municipal Affairs – Joint Use and Planning Agreements | 59 |

12. **Items Added**

13. **In-Camera Session**

- (a) FOIP – Section 16 – Third Party Information – Fire Services

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 21st, 2023 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Operations M. Robbins
Manager of Recreation & Culture B. Robbins

Media (2)

Absent:

Call to Order:

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

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

CAO Switenky advised that the following addition to the agenda is proposed:

12a) Stettler Library – Citizen-at-Large Appointment

Motion 23:03:12

Moved by Councillor Baker to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held March 7th, 2023

Motion 23:03:13

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on March 7th, 2023 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 7th, 2023 Minutes

None.

(c) Minutes of the Committee of the Whole Meeting held March 14th, 2023

Motion 23:03:14

Moved by Councillor Lawlor that the Minutes of the Committee of the Whole Meeting held on March 14th, 2023 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the March 14th, 2023 Minutes

None.

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

5. **Delegations:** (a) 6:35pm – Theren Churchill & Guy Neitz– 2022 Grey Cup Champion

Mayor Nolls welcomed T. Churchill to the meeting. On behalf

of Town Council, Mayor Nolls congratulated him on his milestone achievement of winning the 2022 Grey Cup with the Toronto Argonauts.

G. Neitz introduced T. Churchill and provided highlights of his football career. T. Churchill presented the Grey Cup for Council and public viewing.

Socializing, refreshments, and photo opportunities ensued.

Mayor Nolls thanked T. Churchill for attending the meeting and providing Council the opportunity to celebrate his victory.

T. Churchill and G. Neitz left the meeting at 7:00 p.m.

(b) 7:00pm – RCMP S/Sgt. Jon England and Cst. Ben Whitmer – RCMP and School Resource Officer Update

Mayor Nolls welcomed S/Sgt. J. England and Cst. B. Witmer to the meeting.

S/Sgt. J. England introduced Cst. B. Witmer as the current School Resource Officer. B. Witmer gave a brief update on the SRC program, with a focus on getting in the classroom and talking with students.

S/Sgt. J. England highlighted the RCMP Annual Community Priorities, including:

- Crime prevention and community engagement
- Traffic related issues (school zones, Main Street, Jake Brakes)

S/Sgt. J. England noted that cooperation with the Bylaw Officer on enforcement is appreciated.

Mayor Nolls thanked S/Sgt. J. England and Cst. B. Witmer for their presentation and great work in the community.

J. England & B. Witmer left the meeting at 7:15pm

6. **Administration:**

(a) 2023 Capital Budget – SRC Rink Board Tender Award

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

B. Robbins advised that there is an approved 2023 Capital Budget of \$386,000 to dismantle and install new 48" tall dasher board systems in both the Blue and Red Arenas of the Stettler Recreation Centre (SRC). The amount approved was based on a budget quote received on December 21, 2022. Current rink boards are thirty (30) years old.

The total project outlined in the RFP included the reuse of existing shield supports and glass wherever possible and the modification of the existing players benches, penalty boxes and time keepers' areas to be more user-friendly. Through the RFP process, it has been identified that we can add all new shield supports to each arena instead of reusing the existing shield supports for a cost of \$31,290 (excluding gst). In addition, we received pricing to supply and install an L-shaped gap closure for \$2,500.00 (excluding gst) that will cover the threshold between the boards and our existing rubber matting at ice level.

In addition to the RFP that was available to potential bidders,

a pre-proposal meeting was held on February 23rd for all interested proponents to attend. A subsequent meeting was held on February 24th to accommodate one of the proponent's schedules.

Summary of RFP's received by town office on March 15, 2023

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

Omnisport Inc	\$310,473.00
Riley Sports	\$398,900.00
Global Sport Resources	\$400,700.00
Cascadia Sport Systems Inc	\$593,457.00

Proposal pricing above does not include GST.

Motion 23:03:15

Moved by Councillor Pfeiffer that the Town of Stettler Council award the 2023 Stettler Recreation Centre Dasher Board Replacement RFP to Omnisport Inc. in the amount of \$310,473.00 (excluding gst), with additional expenses of \$31,290 (excluding gst) to supply and install new two-piece aluminum shield supports and \$2,500 (excluding gst) to supply and install gap closures at ice level, with funding to come from the 2023 Capital Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked B. Robbins for his excellent work on the tender.

B. Robbins left the meeting at 7:26pm.

(b) 2023 Capital Budget – Truck Purchase Tender Award

Mayor Nolls welcomed Director of Operations M. Robbins to the meeting.

M. Robbins advised that, given prior year priorities, the Town's work truck fleet has aged and replacement is being addressed as warranted.

The 2022 Capital Budget included \$120,000 to purchase two fleet trucks, and the 2023 Capital Budget includes \$120,000 for two ½ ton trucks.

Three tenders were prepared and sent to the three local dealerships; two for ½ ton trucks and one for a 1 ton truck. As pricing and supply have been unpredictable, administration only tendered three of the four purchases to ensure we didn't tender more than budget would allow for. After closing the tenders, it is expected that the fourth truck can be tendered and purchased within budget. Administration will proceed with the fourth truck tender and present to Council at a future meeting.

Summary of tenders:

Specifications on fleet trucks differs based on departmental purpose and workload effectiveness.

One ton truck regular cab 4x4:

Stettler Dodge	\$60,758.00
Aspen Ford	\$65,393.00

½ ton truck crew cab 4x4:

Stettler Dodge	\$53,283.00
Aspen Ford	\$60,171.00
Gary Moe Chevrolet	\$62,873.25

½ ton truck extended cab 4x4:

Gary Moe Chevrolet	\$58,875.25
Aspen Ford	\$60,231.00

Evaluation:

As all the models meet specifications, administration is recommending proceeding with the lowest bidder for all units.

Budget summary:

Budget available	\$240,000.00
One ton purchase	\$60,758.00
Deck for one ton	\$15,000.00
½ ton crew cab	\$53,283.00
½ ton extended cab	<u>\$58,875.25</u>
Remaining	\$52,083.75

*The 2022 Capital budget allocation has been carried forward to the 2023 Capital Budget.

Motion 23:03:16

Moved by Councillor Smith that the Town of Stettler Council award the truck tenders, with funding to come from the 2023 Capital Budget, as follows:

½ ton crew cab 4x4 truck to Stettler Dodge at \$53,283.00 excluding gst.

½ ton extended cab 4x4 to Gary Moe Chevrolet at \$58,875.25 excluding gst.

1 ton 4x4 to Stettler Dodge at \$60,738.00 excluding gst, including the required \$15,000 deck

MOTION CARRIED
Unanimous

(c) 2023 Capital Budget – Skid Steer Tender Award

M. Robbins advised that the 2023 Capital Budget includes \$55,000 to purchase a new skid steer, net a trade in of an existing skid steer.

Request for Proposal:

A request for proposal (RFP) was posted on the Alberta Purchasing Connection. The following proposals were received and include 3-year warranty.

Company	Bid	Trade in Value	Expenditure
Rocky Mountain Equipment (CASE)	\$84,700	\$50,000	\$34,700.00
Stettler Agri Center (New Holland)	\$91,460	\$55,000	\$36,460.00
Brandt Tractor (John Deere)	\$91,790	\$50,000	\$41,790.00
Vanee Farm Center Inc (New Holland)	\$96,220	\$50,000	\$46,220.00
Future Ag Inc. (CASE)	\$98,660	\$50,000	\$48,660.00
Finning (CAT)	\$104,335.20	\$47,500	\$56,835.20
Tingley’s Harvest Center (JCB)	\$110,391	\$45,000	\$65,361.00
Stettler Equipment Sales and Rentals (Bobcat)	did not meet spec	-	-

Equipment Evaluation:

Staff evaluated the models except for JCB as it was over budget and the Bobcat which did not meet spec. The following is the average evaluation of the units.

John Deere	4.3/5
CAT	4.1/5
CASE	3.7/5
New Holland	3.5/5

As all of the machines meet specifications and staff evaluations are favorable, administration believes that evaluation levels do not warrant not awarding the low tender.

Optional Equipment:

As we previous had a BobCat model skid steer, we require adaptors for our existing attachments to use with a different skid steer model. We are recommending purchasing two adaptors @ \$800.00/each.

Motion 23:03:17

Moved by Councillor Barros that the Town of Stettler Council award the purchase of the skid steer, including 3-year warranty and trade-in of the existing unit, to Rocky Mountain Equipment with an additional \$1,600 for two electrical Adaptors, for a total budget expenditure of \$36,300, excluding gst., to be funded from the 2023 Capital Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked M. Robbins for her excellent work on both tenders.

M. Robbins left the meeting at 7:33pm.

- (d) Committee of the Whole Recommendations – March 14th, 2023

CAO G. Switenky reviewed the two (2) recommendations that have been brought forward from the March 14th, 2023 Committee of the Whole Meeting for Council ratification.

Motion 23:03:18

Moved by Councillor Lawlor that the Town of Stettler Council approve the purchase of a banner to promote the Stettler District Music Festival at a cost of up to \$1500, with funding to come from the Arts & Culture Reserve in the 2023 Budget.

MOTION CARRIED
Unanimous

Motion 23:03:19

Moved by Councillor Lawlor that the Town of Stettler Council approve the Intermunicipal Library Agreement as amended, with the name change to ‘Stettler Library Board’ and the adjustment to a new term length of five (5) years.

MOTION CARRIED
Unanimous

- (e) 2023 Trade Show Schedule

CAO Switenky advised that the Stettler Trade Show will be held from April 14-16, 2023, and requested that members of Council provide their availability to staff the Town of Stettler’s booth.

- (f) Bank Reconciliations – February 28, 2023

Motion 23:03:20

Moved by Councillor Randell that the Town of Stettler

Council approve the Bank Reconciliations as of February 28, 2023 as presented.

MOTION CARRIED
Unanimous

(g) CAO Reports

Motion 23:03:21

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

MOTION CARRIED
Unanimous

(h) Meeting Dates

- Tuesday, April 4 – Council – 6:30pm
- Tuesday, April 11 – COW – 4:30pm
- **Friday, April 14 – Sunday, April 16 – Stettler Trade Show**
- Tuesday, April 18 – Council – 6:30pm
- Tuesday, May 2 – Council – 6:30pm
- **Tuesday, May 9 – Tax Budget Deliberations – 3pm**
- Tuesday, May 9 – COW – 4:30pm
- Tuesday, May 16 – Council – 6:30pm
- Tuesday, June 6 – Council – 6:30pm
- **Monday, June 5 – Friday, June 9 - Seniors Week**
- **Friday, June 9 – Saturday, June 10 – Steel Wheel Stampede**
- Tuesday, June 13 – COW – 4:30pm
- Tuesday, June 20 – Council – 6:30pm

(c) Accounts Payable in the amount of \$734,804.47

Motion 23:03:22

Moved by Councillor Pfeiffer that the Accounts Payable in the amount of \$734,804.47 (\$76,826.92 + \$22,412.71 + \$105,180.62 + \$46,731.79 + \$10,824.18 + \$472,828.25)) for the period ending March 21, 2023 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

March 8 – Talk of the Town
March 10 – Signed Cheques at the Town Office
March 14 – Committee of the Whole
March 14 – SRC Upgrade Committee
March 14 – Stettler Board of Trade Meeting
March 15 - Talk of the Town
March 15 – Economic Development Committee
March 16 – Stettler Library Board Meeting
March 17 – Signed Cheques at the Town Office
March 20 – Heartland Youth Centre AGM

(b) Councillor Baker

March 14 – Stettler Board of Trade
March 14 – Committee of the Whole
March 15 – Municipal Planning Commission Meeting
March 16 – Red Deer River Municipal Users Group Meeting
March 20 – Heartland Youth Centre AGM

(c) Councillor Barros

March 14 – Committee of the Whole
March 17 – Emergency Planning Meeting
March 20 – Heartland Youth Centre AGM

(d) Councillor Lawlor

March 14 – SRC Expansion Committee
March 14 – Stettler Board of Trade Meeting
March 14 – Committee of the Whole
March 15 – Municipal Planning Commission Meeting
March 15 – Economic Development Committee
March 16 – Parkland Regional Library Advocacy Committee
March 16 – Stettler Library Board Meeting
March 20 – Heartland Youth Centre AGM

(e) Councillor Pfeiffer

February 24 – HYC Bowl for Kids Fundraiser
March 14 – SRC Expansion Committee Meeting
March 14 – Stettler Board of Trade Meeting
March 14 – Committee of the Whole
March 15 – Economic Development Committee
March 15 – Municipal Planning Commission
March 20 – Stettler Rotary Meeting

(f) Councillor Randell

March 14 – Committee of the Whole
March 15 – Economic Development Committee
March 20 – Stettler Museum Meeting

(g) Councillor Smith

March 14 – Committee of the Whole Meeting
March 15 – Municipal Planning Commission

Motion 23:03:23

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) None

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) Bylaw 2160-23 – Clean Energy Improvement Program Tax and Borrowing Bylaws

Assistant CAO Gerlitz advised that the Clean Energy Improvement Program (CEIP) uses an innovative financing solution known as Property Assessed Clean Energy (“Pace”), which allows property owners to access flexible, long-term financing through their municipality. Repayment is facilitated through an added Clean Energy Improvement charge to the participant’s regular property tax bill. This charge is linked to the property where the upgrades are installed and not the property owner.

The Town of Stettler expects the program to reduce GHG emissions in the community, deliver energy bill savings to program participants, and contribute to job creation and local economic growth.

Motion 23:03:24

Moved by Councillor Randell that the Town of Stettler Council give first reading to Bylaw 2160-23.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Parkland Regional Library System – 2022 Annual Report

Motion 23:03:25

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Stettler Library – Citizen-at-Large Appointment

CAO Switenky advised that a new citizen-at-large, Maria Cara, has been recommended for the Town’s position on the Stettler Library Board.

Motion 23:03:26

Moved by Councillor Barros that the Town of Stettler Council approve Maria Cara as the new citizen-at-large delegate on the Stettler Library Board.

MOTION CARRIED
Unanimous

13. **In-Camera Session:** (a) FOIP – Section 16 – Third Party Information – Fire Services

Motion 23:03:27

Moved by Councillor Pfeiffer that the Town of Stettler Council enter an In-Camera Session with the CAO, Assistant CAO, Director of Planning & Development, Regional Fire Chief and Deputy Regional Fire Chief present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 8:04 p.m.

Motion 23:03:28

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

MOTION CARRIED
Unanimous at 10:18 p.m.

14. **Adjournment:**

Motion 23:03:29

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

MOTION CARRIED
Unanimous at 10:18 p.m.

Mayor

Stettler Regional Emergency Management Partnership Agreement

MEMORANDUM OF AGREEMENT BETWEEN:

The County of Stettler No. 6, a Municipal Corporation of the Province of Alberta;

- and -

The Village of Big Valley, a Municipal Corporation of the Province of Alberta;

- and -

The Village of Donalda, a Municipal Corporation of the Province of Alberta;

- and –

The Summer Village of Rochon Sands, a Municipal Corporation of the Province of Alberta;

- and -

The Summer Village of White Sands, a Municipal Corporation of the Province of Alberta;

- and -

The Town of Stettler, a Municipal Corporation of the Province of Alberta;

INTRODUCTION

1. WHEREAS:

- (a) The Municipal Corporations of **The County of Stettler No. 6, The Village of Big Valley, The Village of Donalda, The Summer Village of Rochon Sands, The Summer Village of White Sands, and The Town of Stettler** (referred to hereinafter as "the Parties") are local authorities situated within the Stettler region, of the Province of Alberta;
- (b) Each of the Parties have appointed a Director of Emergency Management pursuant to the provisions set out in *The Emergency Management Act R.S.A. 2000*, c. E-6.8;
- (c) The Parties recognize that many of the local resources controlled by one of the Parties could be required by more than one municipality, in order to cope with a Disaster or Emergency that affects one or more of the Parties;

- (d) The Parties desire to form a Regional Emergency Management Agency for the purposes of emergency planning, preparedness, mitigation, response and recovery;
- (e) Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a Local Authority may delegate its powers and duties under the Act to a joint committee representing 2 or more Local Authorities that is composed of one or more members appointed by each of the Local Authorities; and
- (f) The Minister responsible for the Act has issued a Ministerial Order for the hereto contemplated Regional Emergency Management initiative.

NOW THEREFORE, the parties hereto agree as follows:

DEFINITIONS

- 2. For the purpose of this Agreement, the following words and terms shall have the following meanings:
 - (a) **"Act"** meaning the *Emergency Management Act*, R.S.A 2000, Chapter E-6.8, amendments thereto, including provincial regulations such as the Local Authority Emergency Management Regulation 203/2018 and amendments thereto.
 - (b) **"CEMP"** meaning Community Emergency Management Program, an internet-based application for the evaluation and development of regional emergency preparedness plans;
 - (c) **"Stettler Emergency Management Region"** or **"Stettler Region"** meaning the region as defined by the accumulated municipal boundaries of the parties to this agreement;
 - (d) **"Director of Emergency Management"** or **"DEM"** meaning the person appointed by resolution of the Council of each of the Parties, who shall be responsible for the Emergency Management Program in their respective municipalities;
 - (e) **"Disaster"** meaning an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;
 - (f) **"Emergency"** meaning an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property;
 - (g) **"Emergency Management Advisory Committee"** meaning the Stettler Regional Emergency Management Committee as established by this Agreement and the bylaws of the respective Municipal Council of the Parties hereto. The Emergency Management Advisory Committee shall consist of

elected members appointed by and from each of the Councils, and the Directors of Emergency Management;

- (h) **"ECC"** meaning an Emergency Coordination Centre. Described as the physical location at which the coordination of information and resources to support incident management activities normally takes place. An ECC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. ECCs may be organized by major functional disciplines (e.g., fire, law enforcement or medical services), by jurisdiction or some combination thereof. Sometimes informally referred to as an Emergency Operations Centres (EOC).
- (i) **"ESS"** meaning Emergency Social Services, including registration and inquiry, emergency food services, emergency lodging, emergency clothing and personal services;
- (j) **"ICP"** meaning Incident Command Post, which is described as the location where the Incident Commander operates during response operations. There is only one ICP for each incident or event, but it may change locations during the event. Every incident or event must have some form of an Incident Command Post. The ICP may be located in a vehicle, trailer, tent, or within a building. The ICP must be positioned outside of the present and potential hazard zone but still close enough to the zone to maintain command.
- (k) **"Local Authority"** meaning, where a Municipality has a Council within the meaning of the Municipal Government Act, that Council;
- (l) **"Managing Partner"** shall mean the County of Stettler No. 6
- (m) **"Minister"** means the Minister charged with administration of the Act;
- (n) **"NGO"** means a Non-Government Organization;
- (o) **"Regional Emergency Management Agency"** meaning the Stettler Regional Emergency Management Agency as established by this Agreement and the bylaws of the respective Municipal Councils of the Parties hereto;
- (p) **"Regional Emergency Plan"** means the Stettler Regional Emergency Management Plan prepared by the Directors of Emergency Management to coordinate the response to an emergency or disaster; and
- (q) **"Regional Director of Emergency Management"** means the person appointed by the Stettler Regional Emergency Management Committee who is delegated the responsibility for program administration and any other duties described in Schedule A.

ESTABLISHMENT OF STETTLER EMERGENCY MANAGEMENT PARTNERSHIP

3. The Municipal Council of each of the Parties within this Agreement have resolved to enter such Agreements as may be required to establish a Regional Emergency Management Partnership, up to and including this Agreement.
4. Supported by the registration of a Ministerial Order issued pursuant to s. 11.3(1)(b) of the Act, the Parties in this Agreement hereby collectively form a Regional Emergency Management Partnership for the purposes of emergency planning, preparedness, mitigation, response, and recovery.

ESTABLISHMENT OF STETTLER REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE

5. The Municipal Council of each of the Parties in this Agreement have passed a bylaw in order to establish the Stettler Regional Emergency Management Advisory Committee (the "Committee"). Upon issuance of a Ministerial Order pursuant to s. 11.3(1)(b) of the Act, the partner Municipalities will, through their respective Regional Emergency Management Bylaw, delegate their powers and duties under the Act to the Stettler Regional Emergency Management Advisory Committee (the "Committee") which delegations include the authority to:
 - a) cause the Regional Emergency Plan or any related plans or programs to be put into operation;
 - b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - c) authorize or require or make an order to authorize or require any qualified person to render aid of a type the person is qualified to provide;
 - d) control or prohibit or make an order to control or prohibit travel to or from any area of the Stettler Region;
 - e) provide for or make an order to provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Stettler Region;
 - f) order the evacuation of persons and the removal of livestock and personal property from any area of the Stettler Region that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - g) authorize the entry into any building or onto any land, without warrant, by any person in the course of implementing and emergency plan or program;
 - h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

- i) procure or fix prices or make an order for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources, or equipment within the Stettler Region for the duration of the state of local emergency;
 - j) authorize the conscription or make an order for the conscription of persons needed to meet an emergency; and
 - k) authorize any persons at any time to exercise, in the operation of the Regional Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of a Municipality within the Stettler Emergency Management Region affected by a state of local emergency including as part of a Regional Emergency affecting more than one Municipality for which a declaration of State of Local Emergency has been made.
6. The Committee shall consist of elected Municipal Councillors appointed by each of the Parties, with each municipality appointing one member excepting for the County of Stettler No. 6 and the Town of Stettler, whom shall each have two members appointed. Each member shall have one vote regarding any matter that is coming before the Committee. Each party shall also appoint at least one alternate Council Member to the Committee, to attend and vote when the Party Member is unable to do so. Notwithstanding the foregoing, however, all members of the partner Municipalities shall be entitled to attend Committee meetings.
 7. For regular meetings and business, four Committee Members shall constitute a quorum of the Committee and a motion or resolution of the Committee may only be passed by an affirmative vote of the majority of the members voting on the motion or resolution.
 8. In addition, the Committee may seek the advice of agency staff and others, as deemed appropriate. However such advisors will have no right to vote on the Committee and such advice is not binding.
 9. The Committee shall oversee and approve activities of Emergency Planning; preparedness, mitigation, response, and recovery within the Stettler Emergency Management Region.
 10. The Committee shall also cause a Regional Emergency Management Plan ("Stettler Regional Emergency Management Plan") to be developed and approved. Which shall meet the requirements of the Act.

ESTABLISHMENT OF STETTLER REGIONAL EMERGENCY MANAGEMENT AGENCY

11. Each of the Parties in this Agreement have passed bylaws to create the Stettler Regional Emergency Management Agency, which will act as the Operational Agent for the Parties herewithin in exercising the powers and duties of the Parties under the Act. Agency staff may include and also utilize, but not be limited to, DEMs and deputies, key staff of the partners of the agreement, and representatives from such organizations as the RCMP, Emergency Social Services, Fire Services, Alberta Health Services, EMS, Stettler Hospital,

Public Utilities, Alberta Energy Regulator, Alberta Environment, Alberta Forestry, School Divisions, Industry and others as deemed appropriate.

12. Each of the Parties shall continue to have a "Director of Emergency Management" who shall be responsible for performing the duties, powers and functions set out in s. 11.2(2) of the Act, with advice and assistance from the Regional Director of Emergency Management
13. Staff and resources of the Parties shall be available to the Agency during emergency operations.
14. The Regional Director of Emergency Management shall ensure that the Regional Emergency Response Plan has up-to-date contact information for all members of the Agency.

Regional Director of Emergency Management

15. The Managing Partner shall employ a Regional Director of Emergency Management who shall be responsible to advise and assist the Director(s) of Emergency Management for each of the Parties with fulfillment of their responsibilities under the Act.
16. The Regional Director of Emergency Management will be responsible for those matters set out in Schedule "A" to this Agreement, or otherwise contemplated by the Act or the bylaws of the Parties.
17. The Regional Director of Emergency Management will be confirmed by an Annual Resolution of the Stettler Regional Emergency Management Advisory Committee and must be an employee of the Managing Partner.

PREPAREDNESS

18. Incident Command Posts (ICPs) and Emergency Coordination Centres (ECCs) will be established and maintained as identified in the Stettler Regional Emergency Management Plan.
19. Public education or public awareness programs may be undertaken within the Region.
20. Key senior management, supervisory and support staff of each of the Parties will be assigned emergency operations roles suitable to their area of responsibility or skillset.
21. Personnel will be provided with the training to fulfill their designated emergency operations role. Training will be done in accordance with the Regional Training Plan as voted on by the Regional Advisory Committee.
22. A list of all personnel assigned and trained for each emergency operations role shall be maintained within the Stettler Region Emergency Management Plan.
23. All Parties shall endeavor to prepare in advance of an emergency event; a delegation of

authority in regards to spending, including who has the authority, and what the initial funding to be spent during the event shall be.

HAZARD IDENTIFICATIONS AND RISK ASSESSMENT

24. A hazard identification and risk assessment shall be undertaken by/for each of the Parties as per the requirements of the Act using the risk assessment matrix provided by Alberta Emergency Management Agency in CEMP.
25. Results of the individual municipal risk assessments shall be shared with the Committee as a whole to identify commonalities among the parties and identify opportunities for shared mitigation opportunities.

MITIGATION OF RISK

26. In response to a risk any one of the Parties may direct that:
 - a) A program be established to mitigate the risk within their boundaries.
 - b) A program be jointly undertaken with one or more of the Parties to mitigate the risk.
 - c) No action be taken where the Party believes that the cost of mitigation is greater than the potential benefit, the benefit is not achievable, or such other reasons as the Party may deem appropriate.

RECOVERY

27. Recovery program efforts undertaken by the Agency shall be prioritized by the ability to accomplish the greatest good for the most people.
28. Business continuity programs will be the responsibility of each jurisdiction for their own Municipality, but any Party may request regional assistance.

INSURANCE & INDEMNITY

29. The Parties each agree to obtain and maintain during the term of this Agreement: public liability and property damage insurance in the amount of no less than \$10 million, which is normally offered by Municipal Insurers in the Province of Alberta. Each Party shall give evidence of this insurance to another other party upon request.
30. Each Party must forward a copy of this Agreement to their Municipal Insurer and to absorb any decrease or increase in premiums which may result.
31. The each party shall indemnify and save harmless any other party to this Agreement from and against any and all claims, demands, losses, costs, damages, actions, suits and proceedings arising out of the performance of that Party's obligations under this Agreement.

BINDING AGREEMENT

32. Upon coming into effect, this Agreement shall supersede any and all previous disaster agreements, among the Parties.

COMPENSATION & BUDGET

33. Each of the parties shall contribute to the current expenditures of the Board, Regional Director of Emergency Management, Deputy Regional Directors of Emergency Management, and regional exercises and training on an annual basis in accordance with Schedule B.
34. The Managing Partner shall annually prepare and present
 - a) an accounting of the prior year's actual expenses;
 - b) a budget for the current year's projected expenses; and
 - c) a plan for the following three years' projected expenses.
35. Except for those expenses described in Section 33, each Party is responsible for the compensation, Workers Compensation Board premiums, and liability insurance of their own staff, personnel, volunteers, and Council during their duties as outlined in this agreement or when the Emergency Response Plan is activated.
36. All time and equipment use during an emergency event shall be tracked and submitted to the jurisdiction having the event, as part of their records management.
37. If there is a potential of reimbursement for the event by the province or a private insurance company, the resources tracked may be added to the expense of the event for consideration of reimbursement.
38. Each Party is responsible for their own operating budget to cover emergency management program expenses, including but not limited to:
 - a) training course costs; Councillors, staff, volunteers, other personnel (wages, tuition, travel, etc.)
 - b) compensation, as described above
 - c) materials, such as office supplies and ICP/ECC supplies
 - d) hazard identification, risk assessment, mitigation, response, and recovery planning
39. For regional training, tabletop and full exercises; each Party shall participate in regional exercises. A Regional Training Plan will be developed for a maximum of 3-year blocks by the Agency as part of the Regional Emergency Plan to ensure all Parties can budget for these expenses. This plan shall incorporate the schedules for courses, tabletop exercises, and full-scale exercises.

40. Each Party is responsible for their own expenses to cover the activation of the Emergency Response Plan occurring in its jurisdiction.
41. Should a Regional State of Local Emergency be declared, all Municipalities involved shall run under one Regional Emergency Response Plan using Unified Command, and all expenses are to be tracked through the Regional ECC/ICP.
42. Cost of response and recovery operations will be the responsibility of the Municipality(ies) who have ordered the work which is occurring within their boundaries. Many aspects of the emergency/disaster recovery work will be the responsibility of the property owners, their insurer or other government programming.

TERM AND TERMINATION

43. This Agreement shall come into effect when it has been signed by all of the Parties herein, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of five years thereafter, or until such time as the Parties mutually agree otherwise (the "Term"). However, any Party may withdraw from this Agreement by giving all other Parties not less than 90 days of written notice. In the event that one or more Parties withdraw from this Agreement, this Agreement shall be deemed to have terminated in regard to the withdrawing Parties, but shall continue to survive and be effective for all other Parties. A withdrawing Party shall have no right or claim to any assets, or for a refund of contributions made pursuant to this Agreement.
44. Unless a party gives written notice to the contrary no later than 90 days prior to the expiry of the Term or any renewal Term, as the case may be, the Term of this Agreement shall be automatically renewed for successive periods of five years and all of the terms of this agreement shall remain in force.
45. Should any provision of this Agreement become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the Agreement and the remainder shall remain in force and be binding as though such provision had not been invalid.

IN WITNESS WHEREOF this agreement is executed on behalf of the participating Municipalities, by the hands of their officers, duly authorized in that behalf and under each Municipal Seal affixed:

THE COUNTY OF STETTLER NO. 6

Larry Clarke
Reeve

Yvette Cassidy
CAO

THE TOWN OF STETTLER

Sean Nolls
Mayor

Greg Switenky
CAO

THE VILLAGE OF BIG VALLEY

Daniel Houle
Mayor

Elaine MacDonald
CAO

THE VILLAGE OF DONALDA

Doug Booker
Mayor

Kristie Vallet
CAO

THE SUMMER VILLAGE OF ROCHON SANDS

Dan Hiller
Mayor

Dean Pickering
CAO

THE SUMMER VILLAGE OF WHITE SANDS

Lorne Thurston
Mayor

Dean Pickering
CAO

Schedule A: Stettler Regional Emergency Management Partnership Agreement

Responsibilities of the *Regional Director of Emergency Management*

Duties of Position Related to Emergency Management:

- Provide advice to each of the Parties Chief Administrative Officer, Council and DEM of the parties relating to Emergency Management.
- Develop and maintain the Regional Emergency Management Plan and other specific contingency plans as required.
- Develop, implement and maintain the Regional Training Plan as required.
- Develop and implement training programs for staff and volunteers relating to Emergency Management.
- Liaise with federal, provincial, local and non-government agencies relating to Emergency Management.
- Plan and coordinate tabletop or full exercises for the ICP/ECC and volunteer staff.
- Plan and chair Emergency Management Advisory and Agency Committee meetings.
- Plan and prepare Emergency Social Services meetings (or as part of Agency Meetings).
- Liaise with industrial operators relating to municipal involvement in industrial Emergency Management plans.
- Liaise with local stakeholders relating to preparedness, response, and recovery plans.
- Attend industrial emergency exercises and meetings to represent SREMA on behalf of the municipal partners.
- Complete program self-assessment for the Regional Partnership in the "*CEMP*" Website.
- Facilitate Hazard identification/Risk Assessments for the Regional Partnership in CEMP.
- Manage mitigation programs (where appropriate) as necessitated due to risk assessments.
- Advise and assist the DEMs to fulfill duties of as required by the Act.
- Such other duties as may be assigned by the Stettler Regional Emergency Management Advisory Committee or Agency

Schedule B: Annual Funding Formula

The actual annual cost of operating Stettler Regional Emergency Management shall be distributed as follows:

- 50% of the actual annual cost shall be proportioned to each Municipality on the basis of their portion of the regional equalized assessment, as reported by Alberta Municipal Affairs;
- 25% of the actual annual cost shall be divided equally between all Municipalities;
- 12.5% of the actual annual cost shall be proportioned to each Municipality on the basis of their portion of the regional dwellings, as reported by Statistics Canada; and
- 12.5% of the actual annual cost shall be proportioned to each Municipality on the basis of their portion of the regional population, as reported by Statistics Canada.

Municipalities' Share

$$\begin{aligned} &= \left(50\% \times \frac{\text{Municipality's Equalized Assessment}}{\text{Regional Equalized Assessment}} \times \text{Total Actual Cost} \right) \\ &+ \left(25\% \times \frac{1}{6} \times \text{Total Actual Cost} \right) \\ &+ \left(12.5\% \times \frac{\text{Municipality's Population}}{\text{Regional Population}} \times \text{Total Actual Cost} \right) \\ &+ \left(12.5\% \times \frac{\text{Municipality's Dwelling Count}}{\text{Regional Dwelling Count}} \times \text{Total Actual Cost} \right) \end{aligned}$$

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76651	76659
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hotsy Cleaning Systems	76651	2023-03-24	\$446.09

Invoice Description		Invoice Number	Invoice Amount

Shop Pressure Washer Gun &		SI255811	\$446.09

LaFrentz Road Marking	76652	2023-03-24	\$2,976.75

Invoice Description		Invoice Number	Invoice Amount

Roads Crackfilling Materieals		3085526	\$2,976.75

Linde Canada	76653	2023-03-24	\$1,189.85

Invoice Description		Invoice Number	Invoice Amount

Pool Chemicals		34111940	\$1,189.85

Ornamental Bronze Limited	76654	2023-03-24	\$507.15

Invoice Description		Invoice Number	Invoice Amount

Cemetery Niche Wreath With Vas		103976	\$507.15

Receiver General for Canada	76655	2023-03-24	\$61,674.91

Invoice Description		Invoice Number	Invoice Amount

Town Tax Remittance		PP06-23	\$53,176.44
Town Tax Remittance		PP06-23.	\$3,179.08
BOT Tax Remittance		PP06-23.BOT	\$2,379.89
Library Tax Remittance		PP06-23.LIBRAR	\$2,939.50

Receiver General for Canada	76656	2023-03-24	\$327.23

Invoice Description		Invoice Number	Invoice Amount

Garnishee		PP06-23	\$327.23

The City of Red Deer	76657	2023-03-24	\$2,000.00

Invoice Description		Invoice Number	Invoice Amount

Regional ARB Membership Fee		435755	\$2,000.00

Town Trophy & Gifts	76658	2023-03-24	\$120.70

Invoice Description		Invoice Number	Invoice Amount

P.R. Award on behalf of Council		15794	\$120.70

Uline Canada Corporation	76659	2023-03-24	\$503.37

Invoice Description		Invoice Number	Invoice Amount

SRC 3 Recycle Receptacles		11849834	\$1,318.81
Com Hall Freight Charges		11894399	\$63.41

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

	Total Cheques		----- \$69,746.05 =====
--	---------------	--	-------------------------------

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0005845	EFT0005857
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
===== Action Plumbing & Excavating	EFT0005845	2023-03-28	\$1,462.43
Invoice Description	Invoice Number	Invoice Amount	
----- Town Facilities ServiceFurnace	W39803	\$1,462.43	
===== APEX Supplementary Pension Pla	EFT0005846	2023-03-28	\$362.81
Invoice Description	Invoice Number	Invoice Amount	
----- Supplementary Pension Plan Tr	PP06-23	\$362.81	
===== Benoit, Curtis	EFT0005847	2023-03-28	\$207.90
Invoice Description	Invoice Number	Invoice Amount	
----- Roads Cupe Clothing Allowance	3854249	\$207.90	
===== Benoit, Morgan	EFT0005848	2023-03-28	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
----- Water Cupe Clothing Allownace	23.03.24	\$250.00	
===== Black Press Group Ltd.	EFT0005849	2023-03-28	\$1,720.80
Invoice Description	Invoice Number	Invoice Amount	
----- Office/P&D Advertising	34387684	\$1,720.80	
===== Canadian Union of Public Emplo	EFT0005851	2023-03-28	\$660.00
Invoice Description	Invoice Number	Invoice Amount	
----- Union Dues	PP06-23	\$660.00	
===== Central Sharpening	EFT0005852	2023-03-28	\$1,202.25
Invoice Description	Invoice Number	Invoice Amount	
----- SRC SharpenIce Knift/New Blade	30004	\$1,202.25	
===== Heartland Auto Supply	EFT0005853	2023-03-28	\$2,552.73
Invoice Description	Invoice Number	Invoice Amount	
----- Fire JNT20 YDS PK OF double ta	001-534490	\$101.17	
Fire joint Garbage Bags Lock D	001-535107	\$166.54	
Shop Supplies Gernal Sup	001-533636	\$267.78	
Shop Electrical Connectors for	001-534670	\$63.86	
Trans Hardware for Snowblower	001-533599	\$13.99	
Trans Hardware to install New	001-533704	\$12.92	
Tran Spark plugs for	001-533716	\$7.39	
Trans Oil & Measuring Indicato	001-534027	\$21.30	
Trans Trailer Plug for steamer	001-534268	\$6.77	
Trans Hydraulic Hoses & Fittin	001-534272	\$219.60	
trans Hydraulic Hose for Sande	001-534671	\$86.36	
Trans Plow Bolts for Grader	001-534820	\$217.81	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans Hardware to setup New Sa	001-535436		\$55.50
Trans Miisc Parts for Skidstee	001-535476		\$17.35
Trans Hydraulic Hose for	001-535548		\$379.15
Waterwork Shop	001-534465		\$33.60
Water Fittling & Valves for Hy	001-533890		\$214.55
Waterwork Dig Trailer	001-535350		\$180.03
Waterwork Dig Trailer Hydrants	001-535496		\$201.38
WaterWork Discs for Grinding	001-534304		\$153.67
Waterwork Primer for Bridge at	001-534352		\$105.97
Waterwork Paint for bridges at	001-534383		\$105.97
Parks Wiper blades for Pickup	001-535142		\$45.17
=====			
Olson, Pat	EFT0005854	2023-03-28	\$118.11
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Cupe Clothing Allowance	2023.03.24	\$118.11	
=====			
Stettler & District Handibus	EFT0005855	2023-03-28	\$65.14
=====			
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Feb Utititles	3847	\$65.14	
=====			
Stettler Regional Board of Tra	EFT0005850	2023-03-28	\$429.94
=====			
Invoice Description	Invoice Number	Invoice Amount	
PR Green Carpet for Trade Show	2187	\$129.94	
PR Heart of Alberta Dollars	2188	\$300.00	
=====			
TNT Work & Rescue	EFT0005856	2023-03-28	\$817.40
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire joint 1 key Manual lock	53327	\$58.87	
Fire Joint 11 manual lock	53461	\$647.61	
Fire Joint 2 cam Straps	53765	\$110.92	
=====			
Wet Water Industries Ltd.	EFT0005857	2023-03-28	\$153.78
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Apr WTR Treat	AR46148	\$76.89	
Fire Joint Mar Wtr Treat Equip	AR45425	\$76.89	
=====			
Total Cheques			\$10,003.29
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000642	ONL000645
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Poulin's Professional Pest Con	ONL000642	2023-03-24	\$354.94

Invoice Description	Invoice Number	Invoice Amount	

WTP Monthly Pest Control	1553210	\$198.45	
SRC Monthly Pest Control	1553225	\$156.49	
=====			
Rogers	ONL000643	2023-03-24	\$33.60

Invoice Description	Invoice Number	Invoice Amount	

Joint Fire Mar 19-Apr 18 Data	2612695736	\$33.60	
=====			
Shaw Cable	ONL000644	2023-03-24	\$73.50

Invoice Description	Invoice Number	Invoice Amount	

Com Hall Apr 17 to May 16 WiFi	2023.03.17	\$73.50	
=====			
Shaw Cable	ONL000645	2023-03-24	\$288.75

Invoice Description	Invoice Number	Invoice Amount	

SRC Apr 15 to May 14 WiFi	2023.03.15	\$288.75	

	Total Cheques		\$750.79
			=====

MINUTES OF THE STETTLER REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE MEETING HELD AT THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA ON FRIDAY, MARCH 17, 2023 AT 10:00 A.M.

PRESENT: County of Stettler
Paul McKay
Justin Stevens
Director of Municipal Services Andrew Brysiuk
CAO Yvette Cassidy
Town of Stettler
Cheryl Barros
Mayor Sean Nolls
CAO Greg Switenky
Village of Donalda
Doug Brooker
CAO Kristie Vallet
Village of Big Valley
Dan Houle
CAO Elaine MacDonald
Summer Village of Rochon Sands
Jay Byer
Blaine Brinson
CAO Dean Pickering
Summer Village of White Sands
Mayor Lorne Thurston
CAO Dean Pickering

Clint Sime, Director of Emergency Management
Kyle Benna, Deputy Director of Emergency Management
Marlene Hanson, Executive Assistant

ABSENT County of Stettler
Reeve Larry Clarke
Summer Village of Rochon Sands
Mayor Dan Hiller
Summer Village of White Sands
Ed Waugh
Bob Huff
Village of Donalda
Derrick Williams
Village of Big Valley
Amber Hoogenberg

Brian Boutin, Alberta Emergency Management Agency (AEMA)

CALL TO ORDER

The meeting was called to order at 10:00 a.m. Friday, March 17, 2023 by Clint Sime.

INTRODUCTIONS

Introductions were completed.

ADOPTION OF AGENDA

Moved by Cheryl Barrow

"that the March 17, 2023 agenda for the Stettler Regional Emergency Management Advisory Committee Meeting be approved, with the addition of:

- Stettler Emergency Management Partnership Agreement.”

Carried Unanimously

NEW BUSINESS

Stettler Regional Emergency Management Plan (SREMP) RE: Updated Version:

- Currently working on the main plan – to be completed by the end of March.
- Aislinn Reule and Clint Sime have taken Emergency Management Training.

Hazard Identification and Risk Assessment (HIRA):

- Clint Sime will assist if requested.
- To be updated regularly due to changes such as new businesses, etc.
- In the event of an incident involving hazmat materials, the Fire Department is trained to deal with small amounts and if larger amounts a mutual aid agreement would be activated.

Alberta Hazard Incident Management Team (AHIMT):

- The Central Region Alberta Hazard Incident Management Team (CRAHMIT) consists of members from a number of SREMA partners, which is awesome. If interested in becoming part of CRAHMIT contact Clint Sime. Training is a free.

Inventory Lists:

Inventory Lists are required and need to be developed for all Emergency Management equipment and supplies. The Emergency Management Act states that the lists must be kept up-to-date. Clint Sime will begin working on these by reaching out to all involved.

- Lorne Thurston reported that inventory does change every year and noted that it is important to make sure everything is ready to go and working. (There will be a maintenance plan put in place.)
- The County has a generator on a trailer and one at the shop that automatically switches on. The generators are tested monthly. Noted that buildings need to be specifically wired and that there has to be a switch so that the power does not go into the grid – will check this.
- Donalda has a generator all set-up as well.

Red Cross Agreement will be entered into after our agreements are in place.

December 15th Tabletop After Action Report:

- The exercise went very well.
- After Action Report identified:
 - Fire services members required ICS training which will be arranged for all fire fighters
 - Monthly workshops will be implemented to keep all staff familiarized and updated (offered virtually, as well) – discussing forms, how they fit in and the audit process.

Emergency Management Training:

- Municipal Elected Official course (for regional Councillors)
 - All councillors should have taken the course (Notify Clint Sime if you require the course, to receive required links/information in order to access the course.) This course may be completed online or in person.
- May 1, 8 and 15, 2023 - ICS 300 course at the Stettler Community Hall (free)
 - 10 people have registered with some being participants from outside our region
 - Must have taken ICS 200
 - Must be taken in person
 - If you have staff requiring the course please contact Clint Sime.

Alberta Emergency Management Agency (AEMA) CEMP Review:

- All ICS certificates were gone through – everyone needs to have the courses – Clint Sime can teach the courses in-house.

Ministerial Order:

- Upon receiving all signed Emergency Regional Emergency Management Partnership Agreements, the Ministerial Order will be applied for and hopefully received by June or July. Election season may affect the timing of this.

Stettler Regional Emergency Management Agreement

A copy of the Stettler Regional Emergency Management Agreement was made available to all, which identified changes in red.

- Greg Switenky thanked Clint Sime for adding number 34 which clarifies items and goes well with schedule B.
- On number 32 it was requested that 32. a) “Stettler Fire Services Mutual Aide Agreement” be removed.

ROUND TABLE

Yvette Cassidy identified that Stettler Ambulance employees have taken the ICS courses. The Manager and Shift Supervisors have up to ICS 300. (Clint Sime will request copies of the certificates and offer additional courses to them, if desired.)

CORRESPONDENCE (None)

INFORMATION ITEMS (None)

NEXT MEETING

The next Meeting will be at the call of the Director of Emergency Management.

Clint Sime will visit each municipality to have the agreements signed and submitted. It was noted that it is always a good idea to have each Council approve the agreement by resolution. Clint Sime will send the amended copy out to be presented to Councils.

ADJOURNMENT

Declared by Clint Sime

“that the Regional Advisory Committee Meeting adjourned at 10:34 a.m.”

Director of Emergency Management
(Clint Sime)

Deputy Director of Emergency
Management

PRLS Board Meeting Minutes

February 23, 2023

The regular meeting of the Parkland Regional Library System Board was called to order at 10:06 a.m. on Thursday February 23, 2023 via Zoom in the Small Board Room, Lacombe.

Present: Teresa Rilling (Board Chair), Norma Penney, Ray Reckseidler

Present via Zoom: Alison Barker-Jevne, Jul Bissell, Doug Booker, Deb Coombes, Jaime Coston, Edna Coulter, Teresa Cunningham, Amanda Derksen, Jeff Eckstrand, Richard Forsberg, Elaine Fossen, Dwayne Fulton, Barbara Gibson, Barb Gilliat, Pam Hansen, Cody Hillmer, Connie Huelsman, Dana Kreil, Guy Lapointe, Stephen Levy, Julie Maplethorpe, Ricci Matthews, Darryl Motley, Joy-Anne Murphy, Jackie Northey, Shawn Peach, Tina Hutchinson (Alternate for Leonard Phillips), Lori Reid, Bill Rock, Deb Smith, Les Stulberg, Michelle Swanson, Delaney Thoreson, Patricia Toone, Doug Weir, Carlene Wetthuhn, Shannon Wilcox, Darren Wilson, Janice Wing

With Regrets: Cal David, Gord Lawlor, Marc Mousseau

Absent: Clark German, Michael Hildebrandt, Joyce McCoy, Diane Roth, Sandy Shipton, Patricia Young

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

Call to Order

Meeting called to order at 10:06 a.m. by Teresa Rilling.

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

Motion by Teresa Cunningham to excuse Cal David, Gord Lawlor, and Marc Mousseau from attendance at the board meeting on February 23, 2023 and remain members of the Parkland Board in good standing.

CARRIED
PRLS 1/2023

1.1 Agenda

1.1.2 Adoption of the Agenda

Rilling asked if there were any additions or deletions to the agenda. There were none.

Motion by Ray Reckseidler to accept the agenda as amended/presented.

CARRIED
PRLS 2/2023

1.2. Approval of Minutes

Rilling asked if there were any amendments to the November 17, 2022 minutes. There were none.

Motion by Barb Gilliat to approve the minutes of the November 17, 2022 meeting as amended/presented.

CARRIED
PRLS 3/2023

1.3. Business arising from the minutes of the November 17, 2022 meeting

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

2. Business Arising from the Consent Agenda

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

Motion by Stephen Levy to approve the consent agenda as presented.

CARRIED
PRLS 4/2023

3.1. Board Orientation

Sheppard presented a board orientation PowerPoint presentation about the roles and responsibilities of Parkland board members.

3.2. Request to Amend the Parkland Master Agreement – Population Invoicing

Joy-Anne Murphy and Shannon Wilcox presented their briefing note about the Parkland Master Agreement and the details relating to their motion to amend Article 8.3 regarding population estimates and which figures are to be used for Parkland's invoicing to the member municipalities. Seven municipalities had sent letters of petition to Parkland previously.

After much discussion, a Zoom poll was launched to count the vote for the motion:

Motion by Darren Wilson to amend the Parkland Member Agreement Article 8.3, such that the Government of Alberta population figures used by PRLS for its requisitions shall be the same as the population figures Municipal Affairs Alberta uses to provide municipalities with per capita grant funding.

DEFEATED 17/21
PRLS 5/2023

Letters will be sent in reply to the seven municipalities that sent requests for the Parkland Membership Agreement to be amended.

3.3 2022 in Review – Approval of the 2022 Annual Report

Each year Parkland is required to submit an annual report to the Public Library Services Branch (PLSB) that has been approved by the Parkland board. Sheppard reviewed the Parkland Annual Report.

Motion by Janice Wing to approve the Parkland Regional Library System’s 2023 Public Library Survey and 2022 Annual Report as presented.

CARRIED
PRLS 6/2023

3.4. Approval of the 2022 Outlet Annual Reports

Andrea Newland reviewed the Annual reports to the PLSB from Parkland’s four outlet libraries, Brownfield Community Library, Nordegg Public Library, Spruce View Community Library and Water Valley Public Library, for which Parkland is the governing board. Under the Alberta’s Libraries Act, the PRLS Board must approve the annual reports for these service points.

Parkland’s outlet libraries continue to strive for customer service excellence and provide unique services to the members of their communities.

Motion by Stephen Levy to approve the annual reports from Brownfield Community Library, Nordegg Public Library, Spruce View Community Library, and Water Valley Public Library as presented.

CARRIED
PRLS 7/2023

3.5. Website Refresh Project

Sheppard reviewed. On January 12, 2022, Parkland headquarters experienced a network compromise and the point-of-entry identified was through our Sitecore server, which was corrected after the investigation. While a website refresh project had already been discussed internally, the network compromise forced the fact that we need to update our existing Sitecore infrastructure.

Over the past number of months, staff have investigated various scenarios for providing websites to libraries and have now solidified a path forward. The website team has concluded that Parkland needs a fresh implementation on Sitecore for the following reasons:

- Parkland owns our Sitecore license in perpetuity.
- Yellowhead Regional Library System and Chinook Arch Regional Library System are in the process of moving their websites to a different platform. This will simplify our new Sitecore instance while also reducing exposure to future security compromises.
- Parkland and member library staff are already familiar with working on the Sitecore platform.

- Our relationship with and the quality of work we have received from Fishtank over the years has been superb.
- Our annual Sitecore maintenance fee is either on par with other platforms or significantly less than many of the cloud-based options available to us.

Staff requested that the board approve up to \$200,000 from the technology reserve to fund the Website Refresh Project based on the existing Sitecore license using Fishtank as the website developer.

Motion by Deb Smith to move up to \$200,000 from the Technology Reserve in support of the Website Refresh Project.

CARRIED
PRLS 8/2023

Comfort Break 12:03 p.m. to 12:10 p.m.

Jackie Northey left the meeting at 12:13 p.m.

3.6. Parkland Bylaw Revisions

Shepperd explained. Parkland needed to revise a number of its bylaws related to in-house collections. The bylaws affected were:

- 5.1 The terms and conditions under which public library property may be used or borrowed by members of the public.
- 5.2 Penalties to be paid by members of the public for abuse of borrowing privileges.
- 5.3 The terms and conditions under which borrowing privileges may be suspended or forfeited.

All references to loan periods and fines have been removed from the Parkland Bylaws noted above.

Motion by Ray Reckseidler to accept the changes to Parkland Bylaws 5.1, 5.2, and 5.3 as presented. (First Reading)

CARRIED
PRLS 9/2023

Motion by Stephen Levy to accept the changes to Parkland Bylaws 5.1, 5.2, and 5.3 as presented. (Second Reading)

CARRIED
PRLS 10/2023

Motion by Deb Coombes to proceed to the third reading of Parkland Bylaws 5.1, 5.2, and 5.3.

CARRIED
PRLS 11/2023

Motion by Norma Penney to accept the changes to Parkland Bylaws 5.1, 5.2, and 5.3 as presented. (Third Reading)

CARRIED
PRLS 12/2023

3.7. Parkland Outlet Bylaw and Policy Revisions

Andrea Newland reviewed the revisions to the Parkland Outlet Bylaws. Parkland has four outlet libraries for which the PRLS board is the board of record. These libraries are:

- Brownfield Community Library in Paintearth County
- Nordegg Public Library in Clearwater County
- Spruce View Community Library in Red Deer County
- Water Valley Public Library in Mountain View County

As public service points, the board has passed bylaws as allowed under the Alberta Libraries Act. Some of these bylaws required updating. These included:

Bylaw 3.2 – Borrower’s Card Fees (changed to Fees and Fines)

- B/W printing/copying - .20 per page
- Colour printing/copying - .50 per page
- Laminating - \$1 per page
- Faxing - .25 per page
- Library Cards – Free
- Overdue fines - .25 per day (to the maximum allowed by Polaris)

Bylaw 3.5 - Borrowing Periods

All specific references to loan periods, item limits, and fines have been removed and are subject to those set in the integrated library system.

Bylaw 3.6 – Penalties

Moved references to overdue library materials to Bylaw 3.2 – Fees and Fines

References to fines, abuse of borrowing privileges and damage to materials have been removed.

Bylaw 3.7 - The terms and conditions under which borrowing privileges may be suspended or forfeited. (Now Bylaw 3.6)

Has been added regarding borrowing periods suspension or forfeiture.

Motion by Edna Coulter to accept the changes to Parkland’s Outlet Bylaws as presented. (First Reading)

CARRIED
PRLS 13/2023

Motion by Michelle Swanson to accept the changes to Parkland's Outlet Bylaws as presented. (Second Reading)

CARRIED
PRLS 14/2023

Motion by Joy-Anne Murphy to proceed to the third reading of Parkland's Outlet Bylaws

CARRIED
PRLS 15/2023

Motion by Barbara Gibson to accept the changes to Parkland's Outlet Bylaws as presented. (Third Reading)

CARRIED
PRLS 16/2023

3.8. Advocacy Committee Report

Norma Penney presented the Advocacy Committee report.

Gord Lawlor was re-elected as committee Chair and Norma Penney was re-appointed Vice-Chair.

The committee reviewed a number of documents prepared by Parkland staff including:

- A guide for when library boards present their budgets to municipal councils
- A return-on-investment document prepared specifically for use among Parkland libraries
- The 2022 Advocacy Committee Workplan

The Advocacy Committee decided to carry over its workplan goals from 2022 through 2023.

These goals are:

1. Positioning libraries to emerge advantageously following the upcoming provincial election (May 2023)
2. Advocating for increased library funding from the Government of Alberta
3. Assisting libraries with the marketing of their services
4. The creation of a provincially unified, ongoing voice for public libraries
5. To continue to focus on advocacy to the system board
6. To continue to help libraries and library boards advocate for themselves at the local level

Given that library funding remains a major issue keeping the goals from 2022 seemed logical since a provincial election is anticipated this spring.

As for the provincial election, in fulfillment of one of our six advocacy goals, Parkland and Yellowhead Regional Library (YRL) have been successful in creating a provincially unified, ongoing voice for public libraries by creating an Advocacy Committee of the seven library systems.

The Systems Advocacy committee has been working diligently on a joint effort to increase funding from the provincial government. Since 2023 is an election year, it is optimal timing to solicit a commitment from the government. To ensure success, the committee has developed a comprehensive strategy that includes library and system board members engaging with current MLAs and Candidates to share key messages that communicate the value of libraries in Alberta.

Edna Coulter left the meeting at 12:30 p.m.

Motion by Stephen Levy to officially recognize the work done by the Advocacy Committee for all libraries in Alberta

CARRIED
PRLS 17/2023

Motion by Ray Reckseidler to receive the Advocacy Committee report for information.

CARRIED
PRLS 18/2023

3.9. ALTA Membership

Sheppard reviewed. Former Parkland board member, Bob Green, has sent Parkland a letter stating his intent to step down from his long-time role as ALTA board member and Area 3 representative. He will be done in the Spring of 2023. Staff have no indication from ALTA when elections will be occurring.

Parkland's Director contacted Red Deer Public Library to ensure they were aware of Bob Green's resignation since he represented Red Deer too. However, the Red Deer library board has discontinued its membership in ALTA.

Parkland is a member of ALTA in good standing with membership costing \$800 for 2023.

Motion by Stephen Levy to receive for information

CARRIED
PRLS 19/2023

Carlene Wetthuhn left the meeting at 12:28 p.m.

3.10. Long Service Awards

Sheppard reviewed. According to PRLS's Human Resource Manual, employees will be recognized with a monetary reward for long service with Parkland Regional Library System.

In addition to a pin indicating the number of years of service, a monetary award is provided to staff. Long service awards were presented as follows:

Five years – pin and \$100

10 years – pin and \$500

15 years – pin and \$1,000

20 years – pin and \$1,500
25 years – pin and \$2,000
Each additional five years thereafter \$2,000

For 2023, long service award recipients were:

Haley Amendt – five years
Dustin Biel – five years
Monique Elias – five years
Kara Hamilton – five years
Mathy Jeffrey – five years
Donna Williams – 25 years

Motion by Shannon Wilcox to receive for information

CARRIED
PRLS 20/2023

3.11.1. Director’s Report

3.11.2. Library Services Report

3.11.3. Finance & Operations Report

3.11.4. Marketing Report

Rilling asked if there were any questions regarding the Director’s Report, Library Services Report, Finance and Operations Report, or the Marketing Report. There were none.

Motion by Deb Coombes to receive the Director’s Report, Library Services Report, Finance and Operations Report, and Marketing Report for information.

CARRIED
PRLS 21/2023

Jamie Coston and Edna Coulter left the meeting at 12:29 p.m.

3.12. Parkland Community Update

Camrose Public Library has a new interim Director covering for a maternity leave. Also, the library did not have the funding to continue to open on Sundays, so a community member made a generous donation covering the cost of opening on Sundays for the next year.

Bashaw Municipal Library won the *Most Readerly Community* once again!

Carstairs Public Library has created an annual report infographic that they are happy to share with other libraries to use as a template.

Sedgewick & District Municipal Library thanks Deb Smith and MLA Jackie Lovely for attending their library grand opening. Their new location is downtown and use of the new library is “through the roof”

Delburne Municipal Library shared that Scotiabank has sponsored a book called the Hockey Jersey that promotes inclusivity in hockey. They will give a copy to any library that asks.

Clive Public Library held a book reading of *Sully the Rodeo Pickup Horse* with author Ashley Ackerman. They had a fantastic turnout.

Penhold & District Public Library through their Friends of the Library group were able to purchase Wonderbooks, which is a print book with a ready-to-play audiobook inside.

Motion by Shannon Wilcox to receive the Parkland Community Update for information.

CARRIED
PRLS 22/2023

4. Adjournment

Motion by Barb Gilliat to adjourn the meeting at 12:36 p.m.

CARRIED
PRLS 23/2023

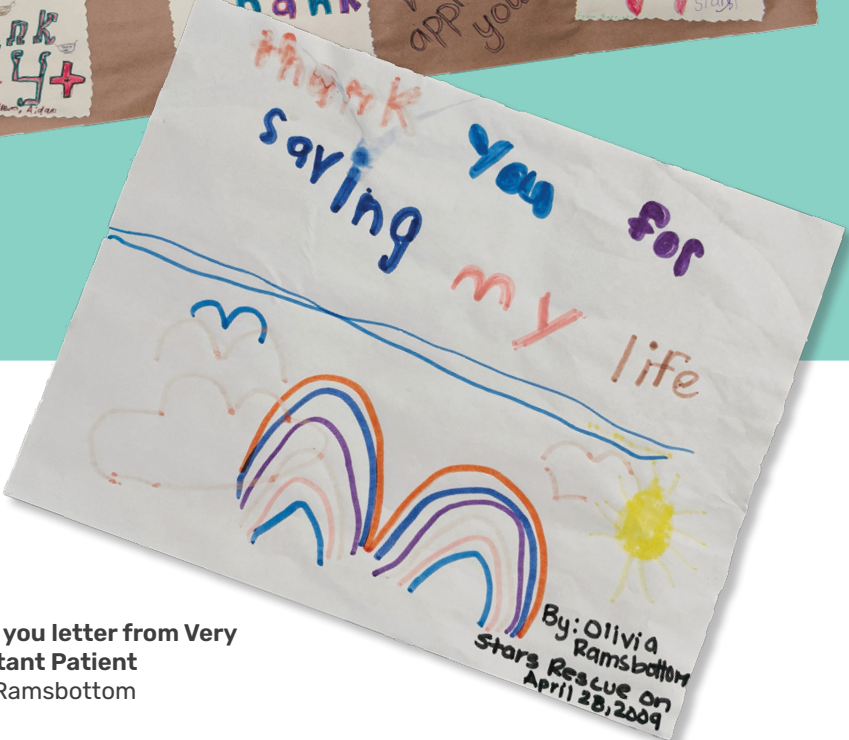
Chair



ALLY IMPACT REPORT

Town of Stettler





Thank you letter from Very Important Patient
Olivia Ramsbottom

We thank you

When people think of STARS they think of a big red helicopter ambulance rushing to care for the next really sick patient. And while that is true, it's people who make this happen. People like you allow our crews to care for the patients at the heart of our organization.

In 1985, Dr. Greg Powell founded STARS to fill a gap in rural health care systems. We have flown more than 50,000 missions, and we continue to train countless rural health care professionals and provide virtual care and support when our helicopter isn't the most effective option for the patient in need.

STARS is often thanked for the work that we do, but recognition is not our driving force. We do it for the people who live, work and play throughout Western Canada, like Olivia, because of support from allies like you. Thank you!



THE CARE



THE PEOPLE



THE RESPONSE



THE TECHNOLOGY

Very Important Patient
Olivia Ramsbottom

Olivia Ramsbottom

A comforting word from a STARS paramedic and a phone number scrawled on paper helped Rob and Naomi Ramsbottom make it through the most difficult time of their lives.

When daughter Olivia was born in 2009, she had underdeveloped lungs, and suffered a stroke and seizures. Within hours she was turning blue. Medical staff at the Drumheller Health Centre knew she needed urgent care, so STARS was called to fly Olivia to Calgary's Foothills Medical Centre.

"When I heard STARS was coming it broke me," said Naomi, a nurse. While she sobbed on the floor, STARS paramedic, Ron Pasieka, handed her a phone number to the unit Olivia would be admitted. "He assured me Olivia was in good hands," said Naomi. "He gave me peace of mind with that number, as it was the only thing connecting us."

Pasieka, who's been with STARS for 16 years, said seeing parent distraught is heartbreaking. "It's traumatic for them to be separated so I try to help them feel better, even in a small way." Today, Olivia's parents remain grateful for her perfect health. "Without STARS Olivia would not have survived," said Naomi.



Allies in saving lives

In 2022, the Town of Stettler generously donated \$12,000 to support STARS flight operations from the Calgary and Edmonton bases that serve the central region of Alberta residents and area - **THANK YOU!**

The Town of Stettler has been a steadfast and dedicated ally to STARS and our fight for life. Your support has helped provide critical training to STARS' crew members, purchase necessary medical and aviation equipment, and most importantly, allow STARS to be the best hope in a worst case scenario.

In the last year, STARS flew 3,515 missions across the Prairies, with 1,667 in Alberta alone. Our Emergency Link Centre handled 36,156 requests, which is an average of 99 requests per day. Our COVID-19 response included 413 suspected or confirmed cases, which was 14 per cent of our total call volume. Your commitment to STARS has allowed us to answer the call when a patient is in need.

In 1985, STARS had one objective: to provide rapid critical care to patients who need us most. Since then, we've flown more than 50,000 missions because of ongoing support from our allies. As we've grown and evolved, STARS has never wavered from our mission. Fundamentally we believe that where you live - or work, play and travel - shouldn't impact your chance of survival.

Your support is being put to use on the ground, in the air, and virtually to help critically ill and injured patients every day. We look forward to showing you more about the impact of this gift.



STARS





Town of Stettler

THE PEOPLE

TOWN of Stettler / County of Stettler @ Dec. 31, 2022	2018	2019	2020	2021	2022	TOTAL
Near Alix (within Stettler County)				1		1
Near Bashaw (within Stettler County)				1		1
Near Big Valley	1		1		1	3
Near Byemoor			1		1	2
Near Donaldda					2	2
Near Gadsby					1	1
Near Mirror (within Stettler County)		1		1		2
Town of Stettler Hospital (critical inter-facility transfers)	9	9	13	16	11	58
Near Stettler (scene calls)	5	2	3	1	1	12
TOTAL	15	12	18	20	17	82

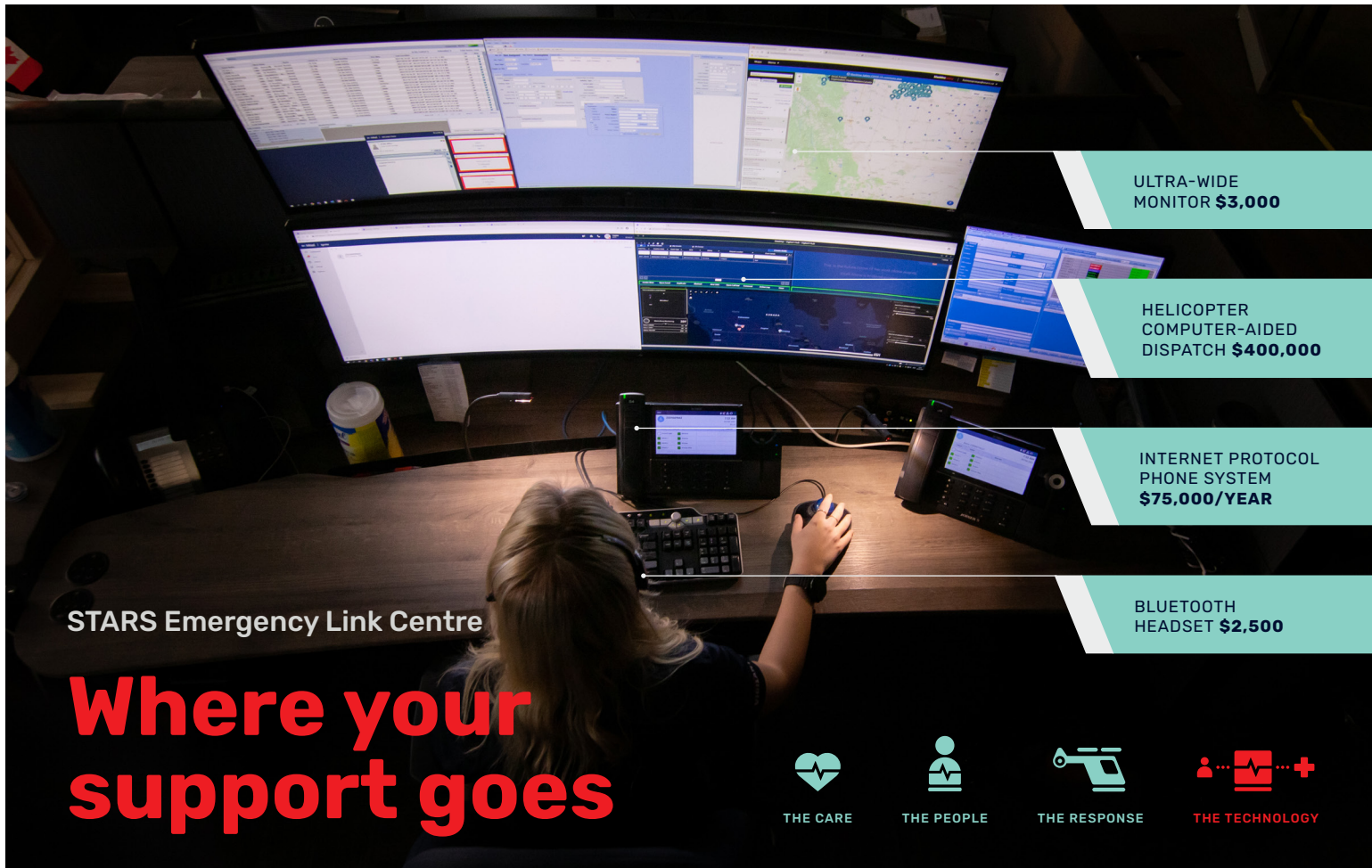
In 2022 because of your support, STARS was able to carry out 17 critical inter-facility and scene missions within the Town of Stettler, County of Stettler and hospitals located within your area. Thank you for helping to support the residents of the Town of Stettler in the communities where they live, work and play.

STARS is more than transport. Whether by air, ground, or satellite link, the expert care delivered by our doctors, nurses, and paramedics comes in many forms. The STARS Emergency Link Centre also acts as a critical care logistics hub, connecting patients with help beyond STARS. Because of your support, we are wherever we need to be using any transportation and tools necessary to reach our patients and deliver the care that can save their lives. For some patients, a helicopter is the right method to respond. For others, our teams will go by airplane or ground ambulances. Often, our physicians can diagnose and provide care guidance directly through phone or video link. The STARS Emergency Link Centre specializes in bringing together all the healthcare and emergency response professionals who are working to help each patient survive.

Any one of us can experience a life-changing incident or medical complication whether or not we're close to care. That's why STARS exists. Your commitment makes an impact and helps deliver critical care anywhere for your residents, ensuring every one of them has access to care when they need it the most.

Thank you **Town of Stettler**





STARS Emergency Link Centre

Where your support goes

ULTRA-WIDE MONITOR \$3,000

HELICOPTER COMPUTER-AIDED DISPATCH \$400,000

INTERNET PROTOCOL PHONE SYSTEM \$75,000/YEAR

BLUETOOTH HEADSET \$2,500



THE CARE



THE PEOPLE



THE RESPONSE



THE TECHNOLOGY



H145 medical interior

IV BAG \$2.50

VENTILATOR \$35,000

DEFIBRILLATOR \$25,000

IV PUMP \$3,300



THE CARE



THE PEOPLE



THE RESPONSE



THE TECHNOLOGY

STARS pilot
Jason Graveline

Jason Graveline

If it has a propeller or rotors, there's a good chance Jason Graveline has flown it during an incredible career that has spanned three decades.

A pilot at STARS' Manitoba base since it opened for full-time operations in the fall of 2011, Graveline spent more than 23 years with the Canadian Armed Forces before joining STARS, allowing him to live throughout Canada and see much of the world while on various deployments.

After earning his pilot wings in 1992, Graveline set forth on a path that saw him fly everything from a Sea King helicopter to a Tutor Jet and the Harvard II turboprop. Amazingly, he has logged more than 5,000 hours of flying time on 12 different aircraft and has been a part of more than 700 STARS missions. Graveline continues to be involved with the Royal Canadian Air Force as a flight safety officer.

Known around the Winnipeg base for his quick wit and love of the Blue Bombers and Jets, Graveline is a terrific example of an all-STARS team player.

Where we provide care



THE CARE



THE PEOPLE



THE RESPONSE



THE TECHNOLOGY

STARS is proud to provide critical care to the ill and injured throughout Western Canada. From eastern British Columbia to Manitoba, we are able to be there for the next patient who needs us most thanks to support from our allies.



Year in review 2021/22



STARS EMERGENCY
LINK CENTRE

36,156

EMERGENCY REQUESTS HANDLED

8,442

INDUSTRY INCIDENTS

99

AVERAGE EMERGENCY
REQUESTS A DAY



MISSIONS

3,515

YEARLY MISSIONS

1,667 **1,075** **773**
AB/BC SK MB

50k+

MISSIONS SINCE 1985

10

DAILY AVERAGE
MISSIONS



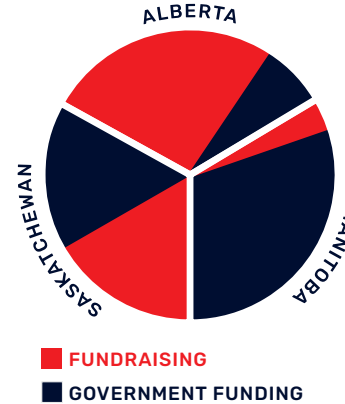
FUNDING

39,183

ANNUAL DONORS

\$10M

APPROXIMATE ANNUAL
COST PER BASE



COVID-19 RESPONSE

413

SUSPECTED/CONFIRMED
COVID-19 PATIENTS
TRANSPORTED

14%

PERCENTAGE OF
CALL VOLUME



INCIDENT TYPES

HEART CARDIAC **16%**

CROSS OTHER MEDICAL **20%**

OBSTETRICAL **<1%**

OTHER TRAUMA **17%**

ENVIRONMENTAL **<1%**

PULMONARY **16%**

NEUROLOGICAL **10%**

VEHICLE INCIDENT **20%**





Critical care, anywhere.

“Success for stars is meeting the needs of the patients we serve. It doesn’t matter where they are.”

– Dr. Greg Powell, STARS founder

For over 35 years, STARS has delivered the highest possible level of critical care to those in need with the help of our first responder partners throughout the Prairies. We strive to provide a feeling of security and comfort to Western Canadians by ensuring they know we are here for them when they need us most – in the air, on the ground or virtually. Allies like you allow us to grow through innovation. From our transport physicians providing real-time virtual care to the use of the latest radio technology, our patients know that they are in good hands when they hear “STARS.” Serving the next patient in need is the heart of who we are and what we do. No matter where you are, STARS will be there to help.



STARS



Do you have questions about what we do or what it means to be an ally?

Feel free to reach out.

GLENDA FARNDEN
SENIOR MUNICIPAL RELATIONS LIAISON

780-512-6205
gfarnden@stars.ca



1-888-797-8277 | info@stars.ca | stars.ca





PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

FEBRUARY 23, 2023

Parkland Annual Report

Each year Parkland is required to submit an annual report to the Public Library Services Branch (PLSB) at Municipal Affairs. System wide statistics indicate a return to pre-COVID levels of service. In 2022, many performance indicators were up.

- Circulation - 1,256,988
- Interlibrary loans - 23,757
- WIFI Usage - 1,646,392
- Van Run volume - 883,300 items
- Collection size - 678,471
- Cardholders - 38,366

An annual report infographic with more highlights from 2022 will be prepared and distributed to member municipalities in the coming weeks.

Outlet Annual Reports

The Parkland Board is the governing board for four library service points. They are:

- Brownfield Community Library** – County of Paintearth
- Nordegg Public Library** – Clearwater County
- Spruce View Community Library** – Red Deer County
- Water Valley Public Library** – Mountain View County

Highlights from their annual reports are included below:

Brownfield Community Library Accomplishments

They had over 2,500 people visit the library this year. They were also pleased to have 10 volunteers involved in various library services and events. The library was closed for approximately two weeks in June as the library received some much-needed renovations and re-painting.

Nordegg Public Library Accomplishments

They were happy to be open 12 hours per week over 4 different days. They now have 12 volunteers helping run services in Nordegg. The library manager position is still vacant and they are looking forward to filling this position.

Spruce View Community Library Accomplishments

Their *1,000 Books Before Kindergarten* is still going strong with about 38 kids participating, and they have 10 children who have reached 1,000 books already! They are also partnering with the Innisfail and Area Family Resource Centre to bring an early literacy program to their library, which is very well attended.

Water Valley Public Library Accomplishments

The Water Valley Public Library and the local area has really grown in the last year. This year, the library has really been focusing on expanding their program offerings. They currently offer four full time children's programs, two regular adult program offerings, as well as additional programs being added as a one off.

Population Figures and the Parkland Master Agreement

Board members Joy-Anne Murphy and Shannon Wilcox presented the request to the board from seven municipalities to amend Article 8.3 regarding population estimates and which figures are to be used for Parkland's invoicing to the member municipalities. After a lengthy discussion, a motion was put forward to amend the agreement. The motion was defeated and letters will be sent in reply to the seven municipalities that sent requests for the Parkland Membership Agreement to be amended.

Advocacy Committee

Despite only meeting twice since the November board meeting, Parkland's Advocacy Committee has accomplished much.

Gord Lawlor was re-elected as committee Chair and Norma Penney was re-appointed Vice-Chair.

The Advocacy Committee decided to carry over its workplan goals from 2022 through 2023. These goals are:

1. Positioning libraries to emerge advantageously following the upcoming provincial election (May 2023)

2. Advocating for increased library funding from the Government of Alberta
3. Assisting libraries with the marketing of their services
4. The creation of a provincially unified, ongoing voice for public libraries
5. To continue to focus on advocacy to the system board
6. To continue to help libraries and library boards advocate for themselves at the local level

Given that library funding remains a major issue, keeping the goals from 2022 seemed logical since a provincial election is anticipated this spring.

As for the provincial election, in fulfillment of one of our six advocacy goals, Parkland and Yellowhead Regional Library (YRL) have been successful in creating a provincially unified, ongoing voice for public libraries by creating an Advocacy Committee of the seven library systems.

Website Refresh Project

On January 12, 2022, Parkland headquarters experienced a network compromise and the point-of-entry identified was through Parkland's website server, which was corrected. While a website refresh project had already been discussed internally, the network compromise forced the fact that staff need to update Parkland's existing Sitecore infrastructure.

Staff requested and were granted up to \$200,000 from the technology reserve to fund the Website Refresh Project based on the existing Sitecore license using Fishtank as the website developer.

Parkland and Parkland Outlet Bylaw Revisions

Parkland needed to revise a number of its bylaws related to in-house collections. All references to loan periods and fines have been removed from the Parkland Bylaws.

In addition, Parkland's Outlet bylaws were amended with regards to fees and fines, borrowing periods, and borrowing periods suspension or forfeiture.

ALTA Representative

Former Parkland board member, Bob Green, has stated his intention to step down from his long-time role as ALTA board member and Area 3 representative. He will be done in the Spring of 2023. Please consider whether

you would like to take his place as the ALTA Representative for Parkland.

Committee News from Trustees

Camrose Public Library has a new interim Director covering for a maternity leave. Also, the library did not have the funding to continue to open on Sundays, so a community member made a generous donation covering the cost of opening on Sundays for the next year.

Bashaw Municipal Library won the *Most Readerly Community* once again!

Carstairs Public Library has created an excellent annual report infographic that they are happy to share with other libraries to use as a template.

Sedgewick & District Municipal Library thanks Deb Smith and MLA Jackie Lovely for attending their library grand opening. Their new location is downtown and use of the new library is "through the roof"

Delburne Municipal Library shared that Scotiabank has sponsored book called the Hockey Jersey that promotes inclusivity in hockey. They will give a copy to any library that asks.

Clive Public Library held a book reading of *Sully the Rodeo Pickup Horse* with author Ashley Ackerman. They had a fantastic turnout.

Penhold & District Public Library through their Friends of the Library group were able to purchase Wonderbooks, which is a print book with a ready-to-play audiobook inside.

Board Members Present

Teresa Rilling (Board Chair), Norma Penney, Ray Reckseidler, **(Zoom)** Alison Barker-Jevne, Jul Bissell, Doug Booker, Deb Coombes, Jaime Coston, Edna Coulter, Teresa Cunningham, Amanda Derksen, Jeff Eckstrand, Richard Forsberg, Elaine Fossen, Dwayne Fulton, Barbara Gibson, Barb Gilliat, Pam Hansen, Cody Hillmer, Connie Huelsman, Dana Kreil, Guy Lapointe, Stephen Levy, Julie Maplethorpe, Ricci Matthews, Darryl Motley, Joy-Anne Murphy, Jackie Northey, Shawn Peach, Tina Hutchinson (Alternate for Leonard Phillips), Lori Reid, Bill Rock, Deb Smith, Les Stulberg, Michelle Swanson, Delaney Thoreson, Patricia Toone, Doug Weir, Carlene Wetthuhn, Shannon Wilcox, Darren Wilson, Janice Wing

Next Meeting: May 18, 2023 (in-Person)

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

FEDERATION
OF CANADIAN
MUNICIPALITIESFÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS[HOME](#) > [NEWS & MEDIA](#) > [NEWS RELEASES](#) > [FCM STATEMENT THE 2023 FEDERAL BUDGET](#)

FCM statement on the 2023 federal budget



March 28, 2023

Taneen Rudyk, President of the Federation of Canadian Municipalities (FCM), issued this statement following the tabling of the 2023 federal budget.

“Today, Deputy Prime Minister and Minister of Finance Chrystia Freeland tabled the 2023 federal budget in the House of Commons. FCM notes that the 2023 federal budget represents progress on some priority issues for Canadian municipalities, and leaves significant gaps on other critical challenges facing communities and cities.

“FCM, on behalf of its more than 2,100 members, has put forward efficient, cost-effective [recommendations](#) for much-needed investment in our communities; including in disaster mitigation and adaptation, infrastructure renewal, affordable housing and community well-being.

“FCM welcomes the new investment of \$4 billion over 7 years in an Urban, Rural and Indigenous Housing Strategy, responding to a long-standing FCM priority, and continues to urge that this effort remain Indigenous-led. FCM continues to call for additional investment in other critical programs addressing both housing and chronic homelessness challenges in Canada, such as Reaching Home and the Rapid Housing Initiative—programs designed to help our most vulnerable.

“FCM appreciates the commitment in this budget to review Canada’s infrastructure needs, to chart a course for future federal infrastructure programming, and to provide an update later in the year, including the next steps on permanent public transit funding. With major federal infrastructure funding programs either ending, coming up for renegotiation, or oversubscribed, FCM urges that municipalities be an integral part of the design of the future of federal infrastructure. Our recommendations include a dedicated water and wastewater fund, annual investments in community infrastructure, prioritizing the Permanent Public Transit Fund, as well as supporting rural communities through a plan for intercommunity transit and adding a needs-based stream to the Universal Broadband Fund.

“All Canadians deserve to live in safe, healthy and inclusive communities. As such, FCM welcomes new investments in a Canadian Drugs and Substances Strategy. In working towards our common goal of increasing the quality of life across the country, FCM will continue to push for deeper conversations on issues that directly influence community well-being. Every day, cities and communities of all sizes are addressing social challenges linked to mental health, addiction services and public safety. Municipalities need to be engaged in conversations that address these challenges.

“From forest fires to destructive storms to floods: local communities across Canada are on the front lines of extreme weather events. FCM is leading the charge for action and investment to protect against the

damage caused to local economies, infrastructure, and homes. The draft National Adaptation Strategy, released in November 2022, was an important step, and signaled the government's intention to increase funding for climate resilient municipal infrastructure. FCM is disappointed that Budget 2023 did not follow through on this commitment, and we continue to call for predictable, long-term funding through the Disaster Mitigation and Adaptation Fund—critical investments that will protect communities for the next fire, storm, or flood.

“Budget 2023 makes strong investments to support Canada's progress towards a net-zero GHG emission future. New funding and tax incentives, including for hydrogen production and carbon capture, utilization and storage (CCUS), will help to enable Canada's world-leading energy sector to reduce GHG emissions and remain competitive, while new investments in clean electricity will assist municipalities as they continue to implement policies and programs to reduce emissions from transportation, buildings and waste on a pathway to net zero communities.

“FCM is disappointed to see that Budget 2023 does not contain a commitment to absorbing the retroactive costs stemming from the latest RCMP collective bargaining agreement, but rather offers details of a repayment period for municipalities. These costs, which can amount to millions of dollars in some municipal jurisdictions, were negotiated without municipalities being properly consulted and FCM is calling for municipalities to be actively involved in any future processes regarding contract policing.

“Local governments have a special responsibility in supporting growth in our cities and communities. As such, FCM will continue to call for the critical measures needed to ensure Canada's municipalities can thrive and provide the kind of support an increasing population will require, including additional investments in core infrastructure, climate

adaptation, housing and community wellbeing. With these challenges set to intensify as Canada faces significant population growth in the coming years, FCM will continue to advocate for a modernized fiscal framework that will empower municipalities to make the kind of critical investments that will keep communities growing sustainably and inclusively.

“Beyond this budget, local governments are ready to continue this vital work at the table alongside other orders of government and keep our country moving forward.”

The Federation of Canadian Municipalities (FCM) unites more than 2,100 local governments at the national level, representing more than 92 percent of Canadians in every province and territory.

For more information: **FCM Media Relations**, (613) 907-6395, media@fcm.ca

Climate change

Federal Budget

Housing

Public safety



24 Clarence Street
Ottawa, Ontario
K1N 5P3
T. 613-241-5221

Contact us

Follow us

Focus areas

Programs



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Shaw

AR110902

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards by June 10, 2023.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this deadline. My colleague, the Honourable Adriana LaGrange, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards to June 10, 2025, to provide sufficient time to complete these agreements.

In addition to this extension granted as per Ministerial Order No. MSD:013/23, the Ministry of Municipal Affairs can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca or call the number above for more information.

Sincerely,

Rebecca Schulz
Minister

Attachment: Ministerial Order No. MSD:013/23

cc: Honourable Adriana LaGrange, Minister of Education