

Town of Stettler

COUNCIL MEETING

MAY 16, 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, MAY 16th, 2023
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of May 2nd, 2023 5-10
4. **Citizens Forum**
5. **Delegations**
 - (a) 6:35pm - Glenda Farnden – STARS – 2023 Update 11-23
6. **Administration**
 - (a) 2023 Operating Budget 24-37
 - (b) 2023 Capital Budget – Truck Tender 38
 - (c) Economic Development Committee Recommendation – Lot 18, Block 6, Plan RN54 39-41
 - (d) 2023 Capital Budget – Highway Entrance Signs 42-43
 - (e) 2023 Budget Summary – April 30, 2023 44-45
 - (f) 2023 Capital Budget Summary – April 30, 2023 46-49
 - (g) Bank Reconciliations – April 30, 2023 50-51
 - (h) Meeting Dates
 - **Monday, June 5 – Friday, June 9 – Seniors' Week**
 - **Saturday, June 10 – Town & County Pancake Breakfast**
 - Tuesday, June 6 – Council – 6:30pm
 - Tuesday, June 13 – COW – 4:30pm
 - Tuesday, June 20 – Council – 6:30pm
 - Tuesday, July 4 – Council – 6:30pm
 - Tuesday, July 11 – COW – 4:30pm
 - Tuesday, July 18 – Council – 6:30pm
 - Tuesday, August 1 – Council – 6:30pm
 - Tuesday, August 8 – COW – 4:30pm
 - Tuesday, August 15 – Council – 6:30pm

COUNCIL AGENDA
MAY 16th, 2023
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- (i) Accounts Payable in the amount of \$1,232,819.55
(\$300,058.26 + \$4,374.75 + \$891,510.22 + \$8,935.89 + \$122.43 + \$27,818) 52-63
- 7. **Council**
 - (a) Meeting Reports
- 8. **Minutes**
- 9. **Public Hearing**
- 10. **Bylaws**
 - (a) Bylaw 2161-23 – Chief Administrative Officer (CAO) Bylaw 64-69
 - (b) Bylaw 2162-23 - Chief Administrative Officer (CAO) Appointment Bylaw 70
 - (c) Bylaw 2163-23 – 2023 Tax Rates 71
- 11. **Correspondence**
 - (a) Statistics Canada – 2021 Census of Population 72-73
- 12. **Items Added**
- 13. **In-Camera Session**
- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MAY 2nd, 2023 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Operations M. Robbins
Communications Officer L. VanLanduyt

Media (2)

Absent:

Councillor K. Baker (Arrived at 7:27pm)

Call to Order:

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

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

Motion 23:05:01

Moved by Councillor Barros to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held April 18th, 2023

Motion 23:05:02

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on April 18th, 2023 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the April 18th, 2023 Minutes

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) None

6. **Administration:**

- (a) 2023 Capital Budget – Loader Purchase

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

M. Robbins advised that the 2023 Capital Budget includes \$325,000 to replace an existing loader, including purchasing several attachments.

Request for Proposal:

A request for proposal (RFP) was posted on the Alberta Purchasing Connection. The following proposals were received.

JAPA Machinery Group Ltd. (XCMG)	\$243,500
Headwater Equipment Sales Ltd. (SANY)	\$250,000
Wajax Ltd. (Hitachi)	\$293,000
Strongco Corporation (Volvo)	\$293,300
Rocky Mountain Equipment (CASE)	\$323,900
Finning Canada (CAT)	\$332,400
Brandt Tractor (John Deere)	\$365,400

Staff evaluated the five (5) lowest priced units as they are within the budgeted amount. During the evaluations, it was clear that neither the XCMG nor the SANY met the

specification of the RFP. The remainder of the units all performed well and are within budget. Based on those findings and taking into consideration the pricing, staff recommend purchasing the Hitachi. An added value of purchasing the Hitachi through Wajax Limited is the base price and includes a 5-year extended warranty, so no additional purchase for warranty is required.

Historically, the Town's extended loaders and attachments have all been KAT quick attach, which is special order and is not industry standard. The new loader and attachments will all be ISO (industry standard). We will take this opportunity to transition the current CAT Loader and all existing attachments to ISO lugging. There is significant value in the exiting attachments with an estimated value of \$175,000. Converting the CAT loader and existing attachments will be coordinated after the delivery of the new loader.

Budget Consideration:

Capital budget	\$325,000
Base Unit Purchase	\$293,000
Trade offered by Wajax for the 2013 Volvo	-102,000
3.5 yd Asphalt Bucket	+9,500
Gravel Scoop Attachment	+9,800
Vee Plow Blade	+\$47,000
Wajax Purchase	\$257,300
Transition existing CAT Loader and all attachments to ISO	\$45,500
Total Budget Expenditure:	\$302,800

Motion 23:05:03

Moved by Councillor Lawlor that the Town of Stettler Council award the purchase of the loader to Wajax Limited in the amount of \$293,000 and trade in our existing Volvo loader to Wajax Limited for \$102,000, including purchasing three additional attachments for a total purchase price of \$257,300; and further approves the transition of the CAT loader and existing attachments to ISO lugging for \$45,500, for a total budget expenditure of \$302,800, excluding GST, funded from the 2023 Capital Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked M. Robbins for her excellent presentation.

M. Robbins left the meeting at 6:38 p.m.

(b) Filming in Stettler – Operating Procedures

Mayor Nolls welcomed Communications Officer L. VanLanduyt to the meeting.

L. VanLanduyt advised that the creation of filming procedures and protocols is a crucial step in attracting film projects to a community. Having these documents prepared and available demonstrates that we are prepared and willing to host these projects.

Procedures outlined in the document included forms to be signed, notification of residents and businesses, street closures, filming on Town property, parking, use of Town vehicles, aircraft use, and special effects.

L. VanLanduyt advised that, if Council chooses to approve the procedures as presented, next steps would include the creation of a film attraction page on the Town website and listing the Town of Stettler on the Alberta Film Commission's Location Library.

Mayor Nolls commented that the attraction of the film industry to Stettler is an exciting prospect and that the financial aspect is notable. Mayor Nolls commented that between Stettler's various attractions and landmarks, this community could be an excellent option for productions.

Motion 23:05:04

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Filming Operating Procedures as presented.

MOTION CARRIED
Unanimous

Mayor Nolls thanked L. VanLanduyt for her work on the Operating Procedures.

(c) June 2023 Events – Council Schedules

CAO Switenky advised that schedules are being provided for Members of Council to sign-up for shifts during Seniors' Week and the Town & County Pancake Breakfast.

L. VanLanduyt left the meeting at 6:52 p.m.

(d) Meeting Dates

- **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**
- **Saturday, June 10 – Town & County Pancake Breakfast**
- Tuesday, June 13 – COW – 4:30pm
- Tuesday, June 20 – Council – 6:30pm
- Tuesday, July 4 – Council – 6:30pm
- Tuesday, July 11 – COW – 4:30pm
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- Tuesday, August 15 – Council – 6:30pm

(e) Accounts Payable in the amount of \$689,488.90

Motion 23:05:05

Moved by Councillor Randell that the Accounts Payable in the amount of \$689,488.90 (\$105,747.95 + \$22,820.91 + \$10,108.28 + \$176,477.48 + \$44,414.96 + \$85,219.30 + \$19,867.02 + \$224,833.00)) for the period ending May 2, 2023 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

April 19 – Talk of the Town
April 19 – Economic Development Committee
April 21 – Signed Cheques at the Town Office

April 21 – Stettler Airport Meeting
April 24 – Physician Recruitment & Retention Committee
April 25 – Airport Funding Announcement
April 27 – UFA Grand Re-Opening
April 26 – Talk of the Town
April 28 – Signed Cheques at the Town Office
April 28 – Rotary Club’s Taste of Stettler

(b) Councillor Baker

April 19 – Bar W Resort Open House
April 24 – Parks & Open Spaces Committee
April 25 – Airport Funding Announcement
April 26 – Municipal Planning Commission
April 26 – Administrative Professionals Appreciation Luncheon

(c) Councillor Barros

April 26 – Administrative Professionals Appreciation Luncheon
April 26 – Municipal Planning Commission

(d) Councillor Lawlor

April 19 – Economic Development Committee
April 21-26 – High School Portfolio Program
April 25 – Stettler Board of Trade Job Fair
April 26 – Administrative Professionals Appreciation Luncheon
May 1 – Stettler Library Personnel & Finance Committee
May 2 – Stettler Board of Trade Meeting

(e) Councillor Pfeiffer

April 19 – Economic Development Committee
April 25 – Airport Funding Announcement
April 28 – Rotary Club’s Taste of Stettler
April 19 – Stettler Music Festival Grand Concert

(f) Councillor Randell

April 19 – Economic Development Committee
April 24 – Physician Recruitment & Retention Committee
April 25 – Airport Funding Announcement
April 26 – Administrative Professionals Appreciation Luncheon
April 26 – Municipal Planning Commission
April 29 – Tim Hortons Smile Cookies Volunteering

(g) Councillor Smith

April 20 – FCSS Volunteer Appreciation Dinner
April 21 – Stettler Airport Board Meeting
April 25 – Airport Funding Announcement
April 26 – Municipal Planning Commission
April 26 – Administrative Professionals Appreciation Luncheon

Motion 23:05:06

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) Stettler District Ambulance Association – April 6, 2023

(b) Regional Water Meeting – April 17, 2023

Motion 23:05:07

Moved by Councillor Smith that the Town of Stettler Council approve the Minutes (a-b) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) 7:05pm – Bylaw 2160-23 – Clean Energy Improvement Program

Mayor Nolls declared the Public Hearing open at 7:05pm.

CAO Switenky advised that the purpose of the Public Hearing is to allow all interested parties to address Council on the proposed Clean Energy Improvement Program Bylaw, which was advertised on April 20th, 2023 and April 27th, 2023.

Mayor Nolls reviewed the Public Hearing procedure and inquired if there are any written submissions to be read into the record. None were received.

Mayor Nolls inquired if there are any verbal presentations. None were presented.

Mayor Nolls inquired if there are any questions from the Councillors and participants. None were raised.

Mayor Nolls declared the Public Hearing closed at 7:09 pm.

10. **Bylaws:** (a) Bylaw 2160-23 – Clean Energy Improvement Program

Motion 23:05:08

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2160-23

MOTION CARRIED
Unanimous

Motion 23:05:09

Moved by Councillor Barros that the Town of Stettler give third and final reading to Bylaw 2160-23.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Alberta Municipal Affairs – Intermunicipal Collaboration Framework Agreements
(b) Stettler Regional Board of Trade – Stettler’s 41st Annual Trade Show a Resounding Success

Motion 23:05:10

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

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) Labour – Succession Planning – Section 16(1) - FOIP

Motion 23:05:11

Moved by Councillor Randell that the Town of Stettler Council enter an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 7:24 p.m.

Motion 23:05:12

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

MOTION CARRIED
Unanimous at 8:20 p.m.

14. **Adjournment:**

Motion 23:04:13

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

MOTION CARRIED
Unanimous at 8:20 p.m.

Mayor

Assistant CAO

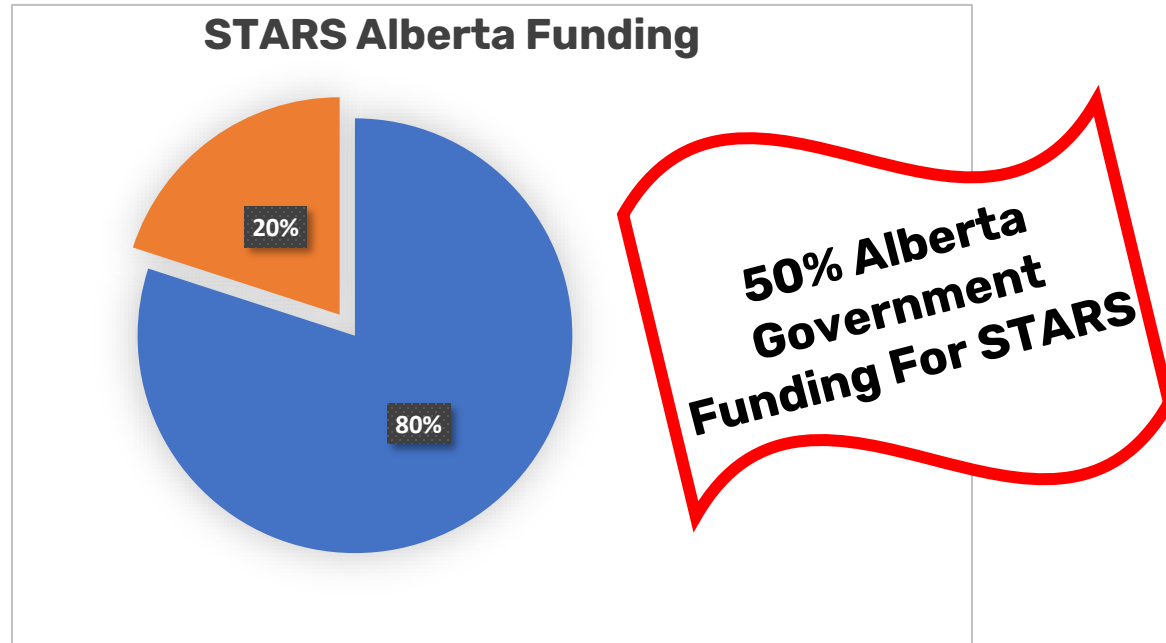


CRITICAL CARE, ANYWHERE.

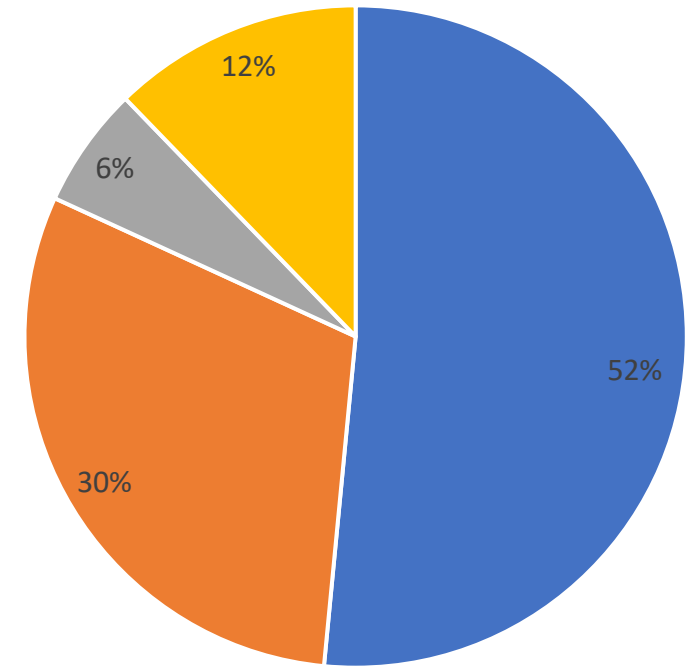


FUELED BY GENEROSITY

Achieving successes together



STARS Alberta Expenditures (3 Bases)



Funding in Thousands

AB Government Funding	\$	7,990
AB Operating expenditures	\$	39,950
AB Government funding as a Percentage of costs		20%
STARS Gross Fundraising	\$	17,310
AB Lottery (net)	\$	12,810
Calendar (net)	\$	417
Site Registration/Emergency contact centre	\$	2,702

- Aviation operations
- Clinical operations
- STARS ELC
- Base operations and administration

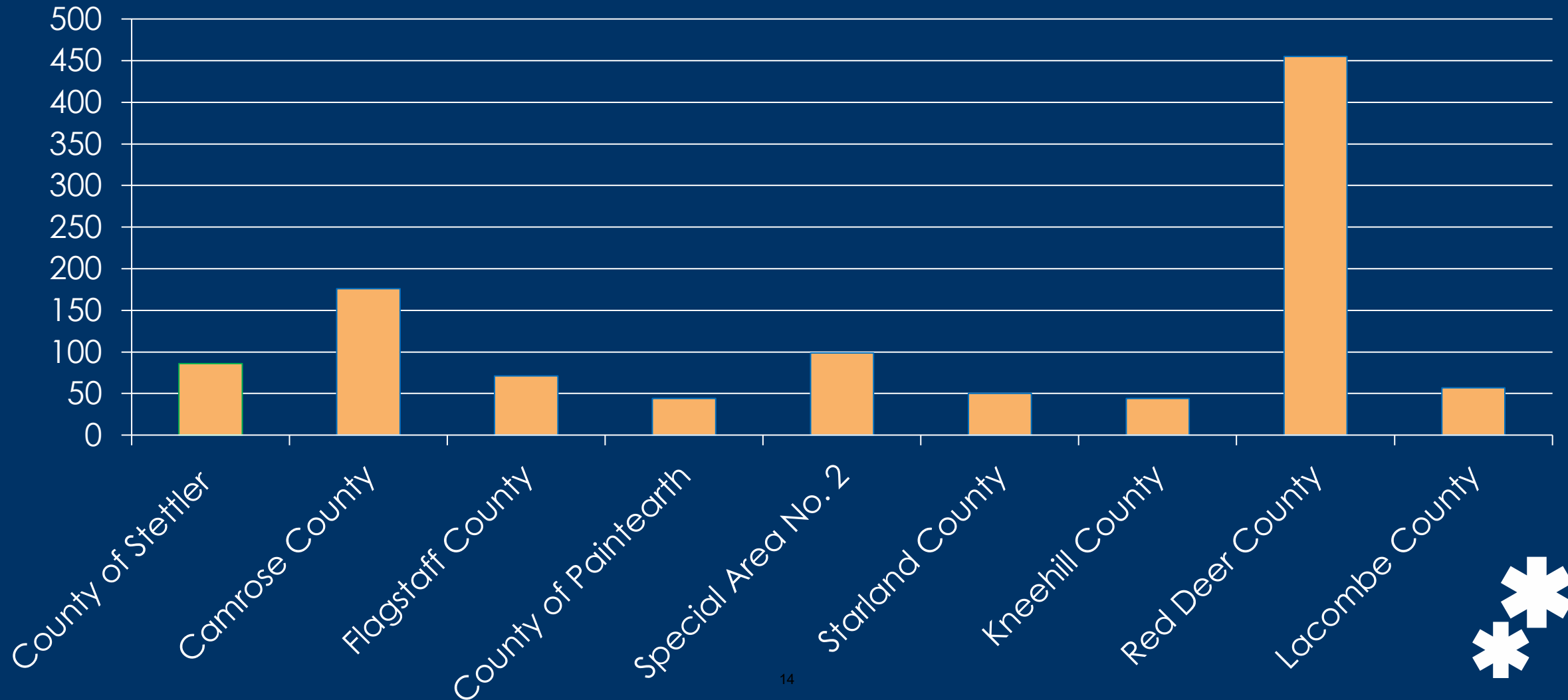


TOWN OF STETTLER / Within Stettler County @ Apr. 30, 2023	2018	2019	2020	2021	2022	2023	TOTAL
Near Alix (within Stettler County)				1			1
Near Bashaw (within Stettler County)				1			1
Near Big Valley	1		1		1		3
Near Byemoor			1		1		2
Near Donalda					2	1	3
Near Gadsby					1		1
Near Mirror (within Stettler County)		1		1			2
Stettler Hospital (critical inter-facility transfers)	9	9	13	16	11	3	61
Stettler (scene calls)	5	2	3	1	1		12
TOTAL (Within Stettler County / annual average 16 missions per year)	15	12	18	20	17	4	86



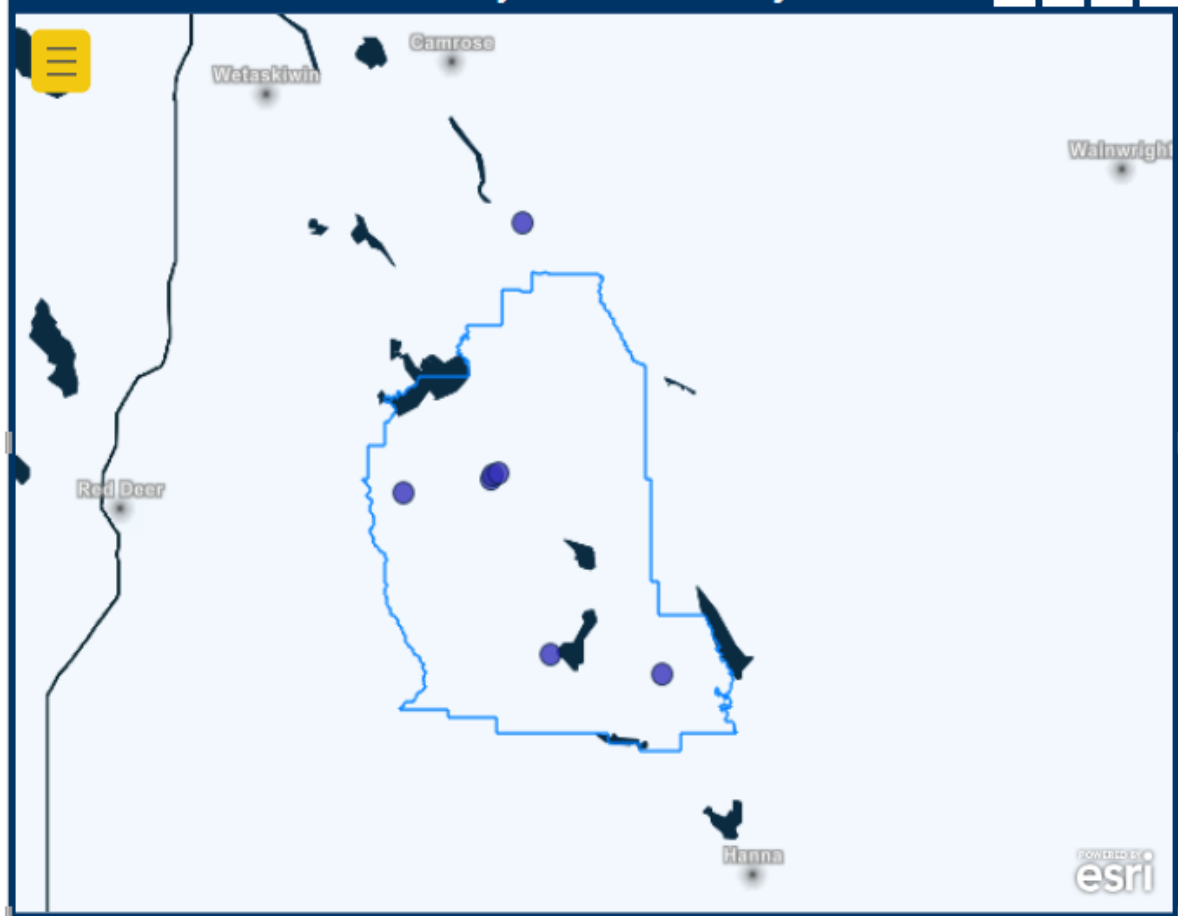
Neighbors Helping Neighbors = 1082 Missions

2018 – 2023 April 22nd

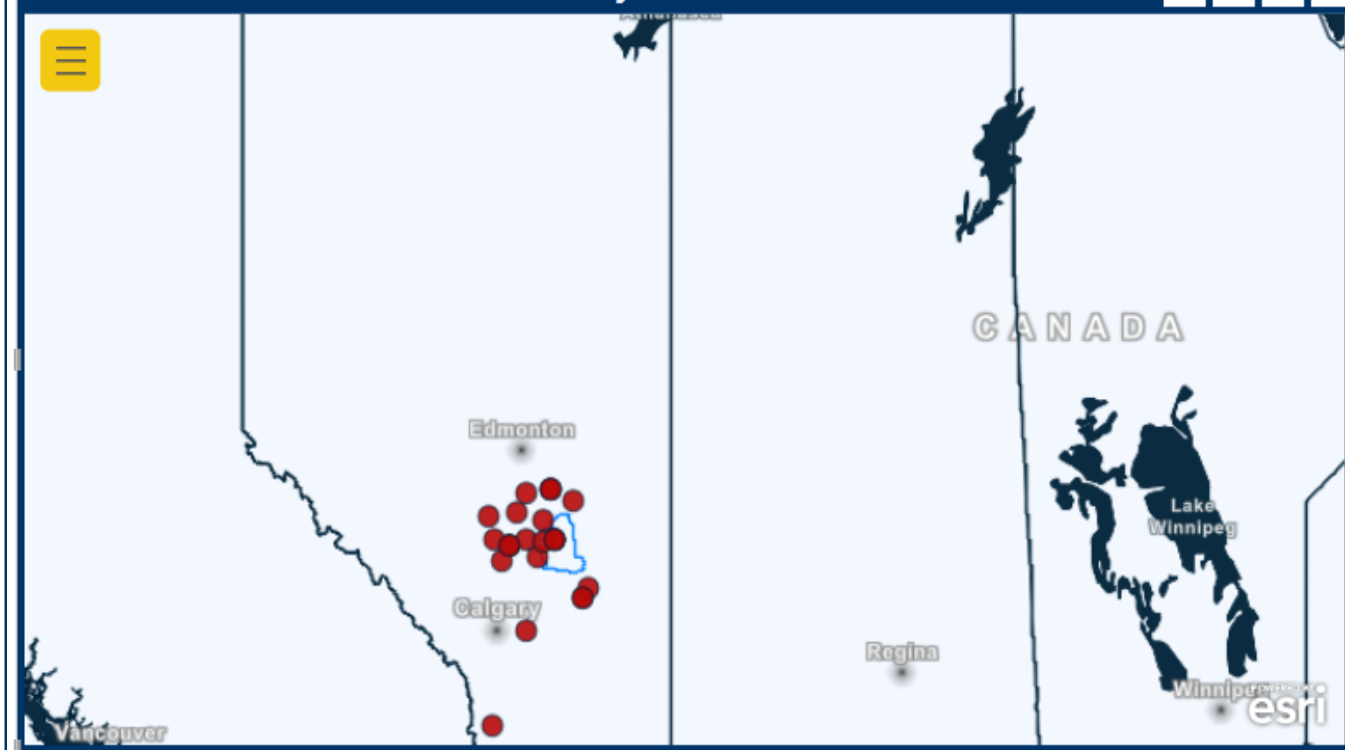


Within Stettler County Boundaries - Patients Flown by STARS (2010-Present)

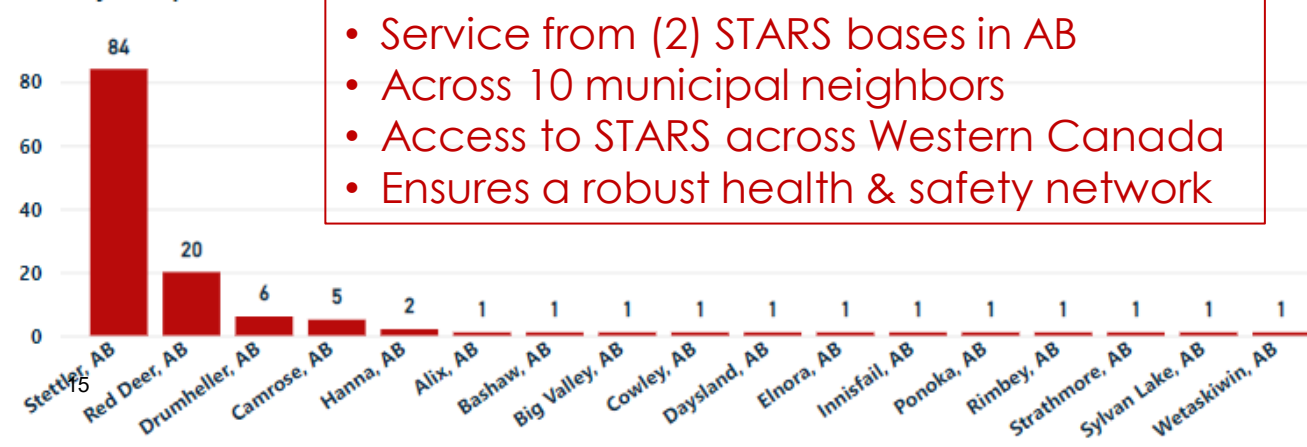
Stettler County Residents Flown by STARS



Locations where Stettler County Residents Travelled and Needed STARS



Count by Pickup Location



- Service from (2) STARS bases in AB
- Across 10 municipal neighbors
- Access to STARS across Western Canada
- Ensures a robust health & safety network

Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Stettler	3	9	6	10	7	35	89
Donalda	1	2	0	3	0	6	11
Big Valley	1	0	2	2	1	6	14
Botha	0	0	1	2	0	3	10
Byemoor	0	1	0	0	0	1	2
Gadsby	0	0	0	0	1	1	3
Total	5	12	9	17	9	52	129

TOWN OF STETTTLER

STARS - An essential Service

Over 90% Alberta Regional Partnerships

* New! 5 rural municipalities

* New! 5 urban municipalities

- Fixed rate or per capita
- Majority @ min. \$2 per capita
- 60% higher rate – up to \$90 per capita

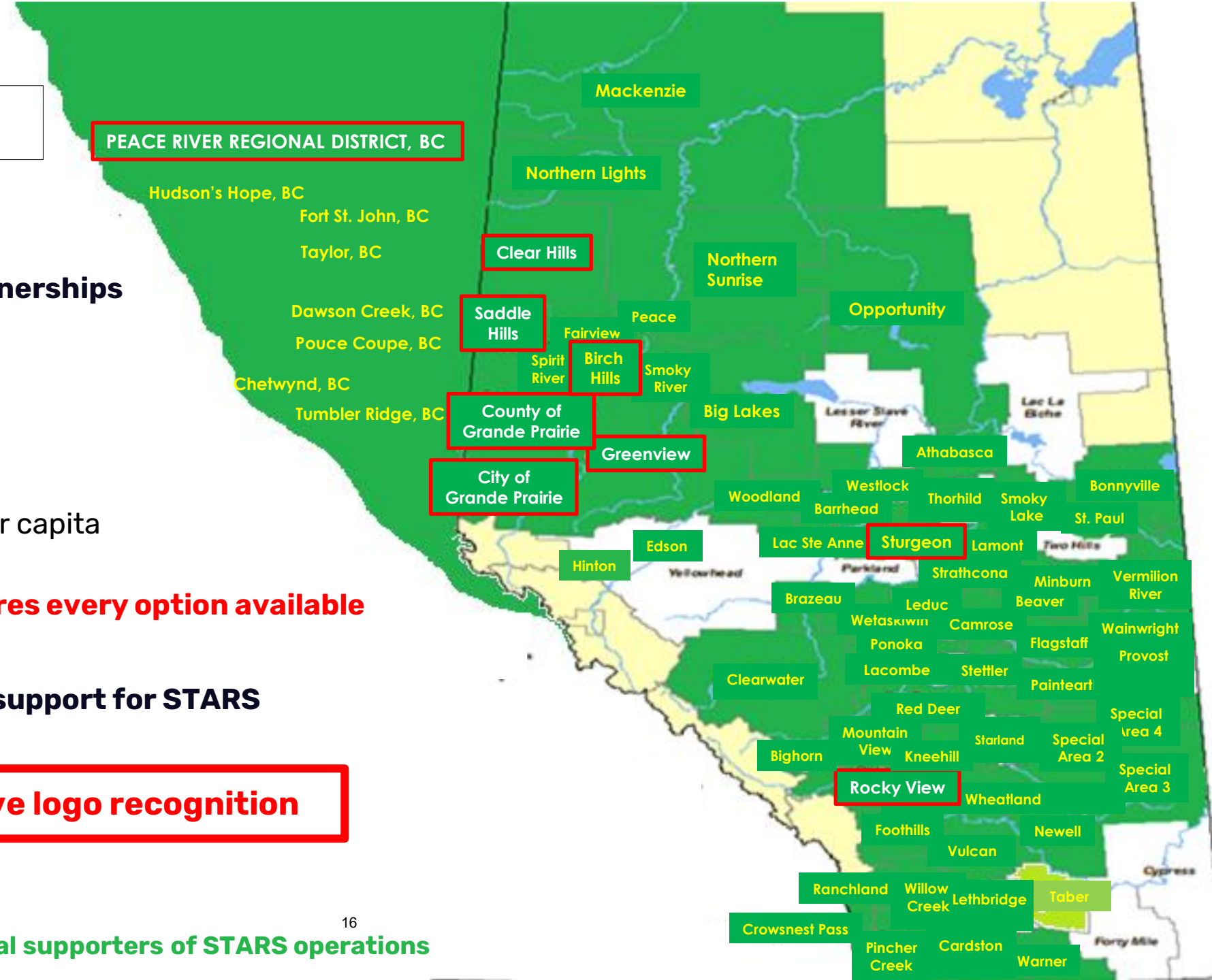
United municipal effort / Ensures every option available

Lifeline for rural residents

\$2M+ sustainable operational support for STARS

(9) Municipal leaders receive logo recognition

PEACE RIVER REGIONAL DISTRICT, BC



*GREEN represents annual municipal supporters of STARS operations

EMERGENCY LINK CENTRE (ELC)
Over 36,000 emergency requests/year

STARS Transport Physicians provide medical oversight on every critical call





- * Advanced avionics
 - * Auto pilot / Auto hover
 - * Superior safety features
 - * Night Vision Goggles (NVG)
- STARS - 1st Civilian Org. in Canada (2002)

COMPLETE FLEET – (10) AIRBUS H145s



- * Outperforms BK117
- * Speed, range, fuel efficiency
- * Powerful twin engines
- * Unique Fenestron tail

GENERATIONAL INVESTMENT



Handheld i-stat Lab

Hemoglobin / Blood Gases
Electrolytes
Vital test results < 2 minutes

H145 INTENSIVE CARE UNIT (ICU)



Hamilton T-1 Ventilator

Fully featured (ICU)

Adult / Pediatric / Neonatal

Optimal ventilation therapy in transport



(2) Units Universal Blood

1st HEMS program in North America

Advanced care in trauma patients

The difference between life & death.



Video Laryngoscope

Advancement in intubation

Video screen view of trachea

Difficult airway management

Trauma / Burns / Crushed on impact

TIME – TOOLS – TALENT



EZIO Drill

Time-sensitive

Life-threatening cases

Immediate IV access required

Stabilization / Pain Management



Handheld Ultrasound

(test results for rapid diagnosis)

Collapsed lungs

Trauma-related internal bleeding

Heart abnormalities

Fetal Compromise

* Expedite treatment plans



Pain Management Drugs

Thrombolytics

(stroke patients / requires CAT scan)

Physicians Kit

Central Venous Catheterization
(central lines)

Temporary Pacemaker

TIME – TOOLS - TALENT



2022 CHAMPIONS! Kevin Easton and Chris Fay



TOWN OF STETTLER
LEADERSHIP – DEDICATION – SUPPORT

CURRENT PLEDGE OF SUPPORT

\$12,000.00

STANDING MOTION



A life is saved every day. Partnership makes it possible.

MEMORANDUM

To: Town of Stettler Council
From: Administration
Date: May 16, 2023
Re: 2023 Operating (Tax) Budget

Recommendation

That the Town of Stettler Council adopt, as per Section 242(1) of the Municipal Government Act, the 2023 Operating Budget for the Town of Stettler as presented with combined expenditures and transfers totaling \$22,174,359 and with average municipal property tax class changes as follows:

- Residential 4%
- Non-Residential 4%

Highlights of the 2023 Budget (After Council Budget Deliberations – May 9, 2023 – 4% Res / 4% Non-Res)

Total 2023 Budget	22,174,359					
Total Revenue Other Than Taxes	13,166,989	59.38%				
Total 2023 Tax Levy	9,007,370	40.62%			2022 Actual	2023 New
Residential	3,951,588	62.63%	43.87%	3,755,718	195,858	
Non Residential	2,358,114	37.37%	26.18%	2,254,970	103,130	
Total Tax Levy Required for Municipal Operations	6,309,702	100.00%	70.05%	6,010,688	298,988	
DIP (Provincial Industrial Assessment New 2018)	938		0.01%		6,309,676	
ASFF School	2,329,045		25.86%	rounding	26	
Senior Lodges	373,300		4.14%			
Requisition over levy (ASFF - \$5615)	(5,615)		-0.06%			
	9,007,370		100.00%			

2023 Operating Budget Summary

Revenue	Total Budget	Difference	%
2022 Budget (May 2022)	\$20,239,289		
2023 Interim Budget (Dec 2022)	\$20,138,914	-\$100,375	-0.50%
2023 Budget (May 2023 - Adjustments + 2023 Op Capital)	\$22,174,359	\$2,035,445	10.11%
Expenses			
2022 Budget (May 2022)	\$19,539,718		
2023 Interim Budget (Dec 2022)	\$19,481,076	-\$58,642	-0.30%
2023 Budget (May 2023 - Adjustments + 2023 Op Capital)	\$21,394,501	\$1,913,425	9.82%
Available fo Capital = 1% tax = \$59,823 (\$37,557 Res / \$22,266 Non Res)			
2022 Budget (May 2022)	\$699,571		
2023 Interim Budget (Dec 2022)	\$657,838	-\$41,733	-5.97%
2023 Budget (May 2023 - Adjustments + 2023 Op Capital)	\$779,858	\$122,020	18.55%

2023 Property Tax Comparison							
Residential property - 1976 - 1,080 square foot bungalow, developed upstairs and downstairs with unattached garage							
2023 Assessment	273,770		2022 Assessment	263,370	10400	3.95%	
	Tax Rate	Amount		Tax Rate	Amount	Difference	% Change
Municipal Rate	6.9675	\$1,907	Municipal Rate	6.8362	\$1,800	\$107	5.95%
Senior Housing	0.4592	\$126	Senior Housing	0.4714	\$124	\$2	1.61%
Education	2.5210	\$690	Education	2.6233	\$691	-\$1	-0.14%
Total Taxes		\$2,723	Total Taxes		\$2,615	\$108	4.13%
Non Residential property - 1972 Industrial Building							
2023 Assessment	645,550		2022 Assessment	644,420	1,130	0.18%	
	Tax Rate	Amount		Tax Rate	Amount	Difference	% Change
Municipal Rate	9.4752	\$6,117	Municipal Rate	9.1351	\$5,887	\$230	3.91%
Senior Housing	0.4592	\$296	Senior Housing	0.4714	\$304	-\$8	-2.63%
Education	3.6363	\$2,347	Education	3.9523	\$2,547	-\$200	-7.85%
Total Taxes		\$8,760	Total Taxes		\$8,738	\$22	0.25%

2023 Total Revenue other than Taxes

Total Revenue Other Than Taxes	\$13,166,989		
Utility (water, sewer, garbage, recycling)	\$5,125,756	Inter Dep Transfer / IDP	\$272,020
2023 Capital Budget - Operating Reserves	\$2,089,807	Frontage (roads)	\$62,075
Franchise Fees (power & gas)	\$1,980,030	From Op Res - RCMP	\$250,000
Provincial / Federal / Municipal / School Part	\$2,337,268	RCMP Grant	\$347,616
Board of Trade / Economic Development	\$142,170	RCMP - fines / other	\$66,000
Bylaw - Animal Licenses	\$21,700	MSI Operating - RCMP	\$104,896
Bylaw - Business Licenses	\$96,400	School Resource Officer	\$104,802
Airport	\$6,380	Fire - AT Emergency Res	\$24,500
Cemetery	\$23,600	Fire - Other Revenue	\$10,500
Planning and Development	\$44,500	Fire - County	\$449,390
Land and Facility Rentals	\$279,514	Fire Villages	\$31,421
Parks (soccer and ball)	\$25,418	Airport County	\$4,500
SRC - Arena	\$292,336	FCSS	\$157,148
SRC - Fitness	\$38,100	County Recreation	\$452,400
SRC - Pool	\$271,500		\$2,337,268
Seniors	\$21,750		
Community Hall	\$40,000		
Campground	\$120,000		
Return on Investment / Penalties	\$202,000		
Misc Revenue	\$8,760		
Total	\$13,166,989		

Current/Relevant Municipal Budget Considerations:

Updated revenue and expenditure forecasting from the previously approved 2023 Interim Operating Budget has resulted in an **increase of \$122,020** being available for the 2023 Capital Budget. Provided Town Council approves a **4%** property tax increase in both classes, the amount estimated as available for capital (from operating) in 2023 will **increase** to **\$779,858** from **\$657,838**, an increase of \$122,020 (\$127,635 municipal nontax adjustments to the 2023 Interim Budget / (-\$5,615) from under/over requisition collection and payments (ASFF, Seniors, DIP)

Town of Stettler - 2023 Budget Adjustments						
	Municipal	Water, Sewer, Garbage	DIP	ASFF	Housing	
Revenues						
2023 Tax Adjustment from assessment (\$6,309,702 - \$6,276,786)	\$ 32,916					
Provincial Budget - MSI Operating Increase (RCMP)	\$ 52,448					
Housing Authority Req (\$373,300-\$383,853)					\$ (10,553)	
Education Tax - Residential (\$1,465,194 - 1,435,022)				\$ (30,172)		
Education Tax - Non-Res (\$987,409 - 894,023)				\$ (93,386)		
Over Collected Requisitions (ASFF \$5,615)				\$ (5,615)		
2023 Capital Budget - Operating Projects (non TCA) (due from res)	\$ 2,089,807					
Total Revenues	\$ 2,175,171	\$ -	\$ -	\$ (129,173)	\$ (10,553)	\$ 2,035,445
Expenses						
Provincial Budget - MSI Operating Increase (RCMP)	\$ (52,448)					
Separate School Requisition (\$186,715 - \$164,503)				\$ (22,212)		
Public School Requisition (\$2,265,888 - \$2,164,542)				\$ (101,346)		
Housing Authority Req (\$373,300-\$383,853)					\$ (10,553)	
Emergency management (County Agreement - \$43,177 - \$33,000)	\$ 10,177					
2023 Capital Budget - Operating Projects (non TCA) (op expense)	\$ 2,089,807					
Total Expenses	\$ 2,047,536	\$ -	\$ -	\$ (123,558)	\$ (10,553)	\$ 1,913,425
Overall Change	\$ 127,635	\$ -	\$ -	\$ (5,615)	\$ -	
2023 Interim Budget - Amount Available for Capital	\$ 284,620	\$ 373,218	\$ -	\$ -	\$ -	\$ 657,838
2023 Final Budget - Amount Available for Capital	\$ 412,255	\$ 373,218	\$ -	\$ (5,615)	\$ -	\$ 779,858
	\$ 122,020					\$ 122,020

Summary of Property Taxation Options for 2023									
CPI - 4% - Alberta (All Items - March 2022 to March 2023)									
Municipal Taxes Only:					All Tax Authorities:				
Option	Residential	Non-Residential	New Taxes Pre-existing	New Taxes New Growth	Residential	Non-Residential	New Taxes Pre-existing	Interim Budget Impact	Revised 2023 Available for Capital
#1	4.00%	4.00%	\$ 240,428	\$ 58,560	#1	2.21%	0.39%	\$ 133,703	#1 \$ 657,838 \$ 89,104
								\$ 32,916	\$ 779,858

- Consistent or enhanced funding for Community Partners:

Seniors Housing (no over/under)	\$373,300	(+\$627 or 0.17% increase 2022 - \$372,673)
Library	\$251,766	(+1,649 or 0.66% increase 2022 - \$250,117)
Parkland Regional Library	\$52,080	(\$1,190 - 2.33% increase 2022 - \$50,890)
Board of Trade -Net	\$365,787	(+\$41,011 or 12.6% increase 2022 - \$324,776)
Joint Landfill (+\$3 - \$68-\$71)	\$422,592	(\$17,856 or 4.41% increase 2022 - \$404,736)

Heartland Youth Centre	\$50,000	(Consistent with 2022)
Museum	\$35,000	(-\$7,000 or 16.7% decrease 2022 - \$42,000)
FCSS	\$196,435	(Consistent with 2022)
Handi-Bus	\$25,000	(Consistent with 2022)
Heartland Beautification	\$22,200	(Consistent with 2022)

- Amount available for the 2023 Capital Budget (\$6,986,288) from the Interim Operating Budget (adopted in December 2022) + 2023 Operating (Tax) Budget (May 2023):

2023 Operating Budget (May 2023)		2023 Interim Budget (Dec 2022)	Diff
General Reserve	\$406,640	\$284,620	\$122,020
Water Surplus	\$38,916	\$38,916	\$0.00
Other Surplus (waste, sewer)	\$334,302	\$334,302	\$0.00
	\$779,858	\$657,838	\$122,020

- County of Stettler No. 6 Recreation Contribution Partnership

	Assessment	Agreement %	% (\$)	Amount	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2015	1,619,422,100	0.03170%	\$513,356.81	\$513,300.00	\$513,451.54	0	0	0.00%	\$266,900	\$118,400	\$128,000	
2016	1,564,948,030	0.03170%	\$496,088.53	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	\$266,900	\$118,400	\$110,700	
2017	1,486,850,730	0.03170%	\$471,331.68	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	\$266,900	\$118,400	\$86,200	
2018	1,497,109,550	0.03170%	\$474,583.73	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	\$266,900	\$118,400	\$88,700	
2019	1,487,837,630	0.03170%	\$471,644.53	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	\$266,900	\$118,400	\$86,300	
2020	1,361,294,500	0.03170%	\$431,530.36	\$431,500.00	\$430,433.44	-126,543,130	-40,100	-8.50%	\$266,900	\$118,400	\$46,200	
2021	1,373,106,660	0.03170%	\$435,274.81	\$431,500.00	\$434,292.69	11,812,160	0	0.00%	\$266,900	\$118,400	\$46,200	
2022	1,413,266,990	0.03170%	\$448,005.64	\$439,600.00	\$447,026.00	40,160,330	8,100	1.88%	\$266,900	\$118,400	\$54,300	
2023	1,427,399,660	0.03170%	\$452,485.69	\$452,400.00		14,132,670	12,800	2.91%	\$266,900	\$118,400	\$67,100	
2024	1,441,673,656	0.03170%	\$457,010.55	\$457,000.00		14,273,997	4,600	1.02%	\$266,900	\$118,400	\$71,700	
2025	1,456,090,393	0.03170%	\$461,580.65	\$461,500.00		14,416,737	4,500	0.98%	\$266,900	\$118,400	\$76,200	

- Business Licenses/Tax maintained at \$150 per year / \$350 Non-Resident Fee;
- Continue enhance RCMP funding to support local initiatives and peak periods.
- Council continues to financially support the recruitment/relocation process for healthcare workers to our community, as well as strategic efforts to further along provincially planned upgrades to the Stettler Health Care/Hospital Facilities which include a CT Scanner.
- Stettler residents and visitors enjoy a high level of services and community facilities while local property taxes have consistently remained below the provincial average for similar sized municipalities (per Alberta Municipal Affairs most recent Financial Indicator Graphs)
- High quality water at affordable rates (\$1.5526 m³ & \$1.4959 m³) to our regional partners.
- High quality municipal utility services at affordable rates for our local customers:
 - ✓ Proposed **Municipal Tax - 4% increase** (\$240,428 Tax / \$58,560 Growth)
 - ✓ Proposed **Water Rate - \$0.0777m³ Increase (\$2.8977)** (\$45,843)
 - ✓ Proposed **Sewer Rate - \$0.25 increase (\$23.00)** (\$6,425)
 - ✓ Proposed **Garbage Rate - \$0.50 Increase (\$24.25)** (\$13,440)
 - ✓ Proposed **Recycling Rate - \$0.25 Increase (\$6.75)** (\$6,600)
 - ✓ Proposed Financial Impact on Average Residential Customer (municipal only - \$134.85) – 4.31%

Fundamentals of the Property Assessment System

Property assessment is the process of assigning a dollar value to a property for the purpose of taxation. The Municipal Government Act defines property as a parcel of land, an improvement, or a parcel of land and an improvement to the land. An improvement is defined as a structure or items attached to a structure that would be transferred by a sale of the structure. Examples of an improvement may include a building, driveway, landscaping, manufactured home or machinery and equipment.

How is property assessed?

Depending on the type of property, assessments are determined using either a market value based standard or a regulated procedure-based standard.

Market Value Standard

The majority of properties in Alberta are assessed using the market value standard which estimates the value a property would likely sell for on the open real estate market. The method to calculate market value can be performed using one of three approaches:

- The sales comparison approach involves the analysis of recent sale prices of similar properties to determine the most probable price that a property would sell for on the open market between a willing buyer and seller. It is best suited to types of property that sell frequently (e.g. residential).
- The income approach may be used when there is insufficient sales data available and the property is income producing. This approach involves the capitalization of the expected future income to be generated by the property to determine its value. It is often used to assess property such as retail buildings, hotels, apartment buildings or rental office buildings.
- The cost approach is used when there is a limited amount of sales or rental information available or the property is a special use property. The cost approach is based on the principle that a buyer would not pay any more to purchase a property than it would cost to buy similar vacant land and build the same buildings or structures. It requires the assessor to calculate the market value of the land using the sales comparison approach and then add the cost to construct the improvements. The last step requires the assessor to subtract an amount that reflects the existing depreciation of the current buildings and structures.

What are the types and classes of property?

All properties are assigned to an assessment class for the purposes of applying a tax rate. The Municipal Government Act provides for four classes of property:

Class 1 – residential

Class 2 – non-residential

Class 3 – farmland

Class 4 – machinery and equipment

Class 1 - Residential property consists of land and improvements where the primary use of the property is for housing. It is assessed by the municipal assessor using a market value standard.

Class 2 – Non-residential property

Non-residential property generally consists of land and improvements where the primary use of the property is for business purposes. This includes properties such as commercial, retail and industrial or linear properties. Within the non-residential property class, there is a sub-category called designated industrial property. Designated industrial property is assessed by the provincial assessor and other non-residential property is assessed by the municipal assessor.

Designated industrial property is a new classification that was created in 2017. It is assessed using the regulated procedure standard and includes the following types of property:

- facilities regulated by the Alberta Energy Regulator, the Canadian Energy Regulator, or Alberta Utilities Commission;
- linear property (oil and gas wells and pipelines, railways, telecommunications and electric power systems) assessed by the province;
- property designated as a 'major plant' by the Alberta Machinery and Equipment Assessment Minister's Guidelines (for example, large refineries, upgraders, pulp and paper mills); and
- land and improvements associated with property regulated by the Alberta Energy Regulator, Alberta Utilities Commission or Canadian Energy Regulator and major plants.

Class 3 – Farmland

Class 4 – Machinery and equipment

Machinery and equipment (M&E) property is assessed under the regulated procedure based standard. M&E are the components or equipment within commercial and industrial properties where manufacturing or processing occurs. M&E property includes objects such as storage tanks, separators, compressors, chemical injectors, metering equipment, ovens, mixers, grinders and other equipment.

- The Town of Stettler does not tax for M&E Property (Bylaw 1752.96 - \$4,163,200 assessment (exempt)- \$39,447 potential tax if not exempt)

Assessment sub-classes

A municipality may create sub-classes within certain assessment classes to further categorize properties and/or to assign different tax rates within a class. A council may, by bylaw:

- divide class 1 (residential) into sub-classes on any basis it considers appropriate. Common examples include residential and vacant residential; and
- divide class 2 (non-residential) into three sub-classes as follows:
 - vacant non-residential property;
 - small business property (fewer than 50 full-time employees); and
 - other non-residential property.

Legislative Requirements

The 2023 Operating Budget and Tax Rate Bylaw #2163-23 has been prepared based on the 3-year 2023 – 2025 Interim Operating Budget approved December 20, 2022, the 2023 Capital Budget approved on January 17, 2023 as well as several subsequent individual budget adjustments that are considered necessary to improve forecasting accuracy.

Section 353 of the *Municipal Government Act* authorizes a Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures set out in the budget of the municipality. Administration recommends that the 2023 Operating Budget be adopted by Town Council prior to the 2023 Tax Rate Bylaw being given all required readings.

	2022	%	2023	%	Difference	
Residential	548,959,340	68.94%	566,185,790	69.38%	17,226,450	69.38%
Farmland	426,010	0.05%	961,700	0.12%	535,690	0.12%
Industrial	70,916,610	8.91%	70,268,320	8.61%	(648,290)	8.61%
Commercial	160,567,800	20.17%	162,811,720	19.95%	2,243,920	19.95%
GIPOT	3,118,100	0.39%	3,122,170	0.38%	4,070	0.38%
DIP (Provincial Industrial)	200,280	0.03%	310,380	0.04%	110,100	0.04%
Linear	12,042,800	1.51%	12,358,840	1.51%	316,040	1.51%
Total Taxable	796,230,940	100.00%	816,018,920	100.00%	19,787,980	100.00%
Total Growth & Inflation	3,176,870	0.40%	19,787,980	2.49%	Net Change	
Growth	2,578,020	0.32%	7,913,610	0.97%	Growth	
Inflation	598,850	0.08%	11,874,370	1.46%	Inflation / (Deflation)	
Revised Total Taxable	796,230,940		816,018,920			
Total Exempt	177,477,070		179,439,150			
Total Assessment	973,708,010		995,458,070			

Assessment Comparison

Overall Assessment values for 2023 assessment purposes increased by (\$19,787,980) (2.49%) over 2022 including \$7,913,610 (0.97%) due to new construction/linear growth and Property Assessment increased in market value of 1.46% (\$11,874,370). The Annexation Agreement between the Town of Stettler and the County of Stettler expired on December 31, 2019 therefore the assessment from the annexed properties have been included in the assessment totals presented.

Assessment Valuation and the Financial Impact on Municipal Property Taxation

For 2023 property assessment/tax calculation purposes, pre-existing residential properties appreciated by an average of 2.04% while pre-existing non-residential properties also appreciated by 0.10%.

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
Residential	2.04%	0.77%	-0.73%	-1.15%	-0.34%	0.89%	-0.13%	-0.65%	2.09%	1.50%	0.58%	0.07%	0.26%	0.69%	9.48%	37.38%	19.45%
Non-Residential	0.10%	-1.59%	-0.07%	-0.22%	0.52%	0.39%	0.70%	0.85%	1.47%	1.56%	1.49%	3.16%	1.44%	1.03%	5.79%	15.28%	14.92%

In considering the fair, equitable and transparent treatment of properties in both tax classes, a base split municipal tax rate is calculated and then utilized to ensure that the cumulative amount of municipal taxes collected from pre-existing properties in each property tax class is the same amount as was collected in the previous year **(2023 Tax Budget - \$6,010,714 / 2023 Interim Budget - \$6,010,688 = Difference \$26)**. Following this, Council's desired and approved tax rate change(s) for each class are independently applied and a new split tax rate is calculated for each class.

In this way Town Council can achieve a desired and relatively accurate outcome from each property tax class without any municipal tax burden shifting between classes due to assessment valuation variations. There is tax shifting occurring within each tax class as the individual property assessments change.

2023 Municipal Property Taxation

The 2023 Interim Operating Budget previously authorized a **4%** tax increase for municipal purposes from both tax classes with the school and housing authority estimated tax impacts being extra.

A Summary of 2023 Property Taxation Options has been prepared to quantify some alternative cumulative financial/budgetary impacts at various reasonable taxation increases over 2022 levels.

Option	Municipal Taxes Only:				All Tax Authorities:				Interim	Revised 2023
	Residential	Non-Residential	New Taxes Pre-existing	New Taxes New Growth	Residential	Non-Residential	New Taxes Pre-existing	Budget Impact	Available for Capital	
								\$ 657,838	\$ 89,104	
#1	4.00%	4.00%	\$ 240,428	\$ 58,560	#1	2.21%	0.39%	\$ 133,703	#1 \$ 32,916 \$ 779,858	
#2	4.50%	4.50%	\$ 270,481	\$ 58,842	#2	2.56%	0.73%	\$ 163,756	#2 \$ 64,167 \$ 811,109	
#3	5.00%	5.00%	\$ 300,534	\$ 59,123	#3	2.90%	1.06%	\$ 193,810	#3 \$ 94,502 \$ 841,444	
#4	3.50%	3.50%	\$ 210,374	\$ 58,279	#4	1.87%	0.05%	\$ 103,650	#4 \$ 3,497 \$ 750,439	
#5	3.00%	3.00%	\$ 180,321	\$ 57,997	#5	1.53%	-0.29%	\$ 73,596	#5 \$ (26,838) \$ 720,104	
#6	4.00%	4.50%	\$ 251,702	\$ 58,623	#6	2.21%	0.73%	\$ 144,978	#6 \$ 45,169 \$ 792,111	
#7	4.00%	5.00%	\$ 262,977	\$ 58,685	#7	2.21%	1.06%	\$ 156,253	#7 \$ 56,506 \$ 803,448	
#8	4.50%	4.00%	\$ 259,206	\$ 58,780	#8	2.56%	0.39%	\$ 152,482	#8 \$ 52,830 \$ 799,772	
#9	0.00%	0.00%	\$ -	\$ 56,308	#9	-0.54%	-2.32%	\$ (106,725)	#9 \$ (208,848) \$ 538,094	
#10	1.97%	1.98%	\$ 118,636	\$ 57,419	#10	0.82%	-0.98%	\$ 11,911	#10 \$ (89,101) \$ 657,841	
	Interim Budget - Avail for cap									
#11	0.790%	3.430%	\$ 107,016	\$ 57,081	#11	0.00%	0.00%	\$ 291	#11 \$ (101,059) \$ 645,883	
	All Tax Authorities									

Administration has presented the 2023 Operating (Tax) Budget and Tax Rate Bylaw based on the following assumptions as authorized during the 2023 Interim Budget process:

Average 4% municipal tax increase to pre-existing residential properties
Average 4% municipal tax increase to pre-existing non-residential properties.

With a 4% 2023 property tax increase, as presented, \$240,428 additional revenue (Res - \$150,229 / Non-Res - \$90,199) will be generated for municipal purposes from pre-existing 2022 taxpayers, and an additional \$58,560 (\$45,629 Res / \$12,931 Non-Res) will be generated for municipal purposes from new construction growth.

Municipal Tax Revenue - 2023									
Town of Stettler				2022	2022	2023	2023		
				Residential/P/F	Non-Residential	Residential/P/Non-Residential	Non-Residential	Total	
Actual 2022 Assessment				\$ 549,385,350	\$ 246,845,590			\$ 796,230,940	
								\$ 11,874,370	
2023 Assessment on pre-existing 2022 properties						\$ 560,598,640	\$ 247,506,670	\$ 808,105,310	
New Construction Assessment for 2023						\$ 6,548,850	\$ 1,364,760	\$ 7,913,610	
						\$ 567,147,490	\$ 248,871,430	\$ 816,018,920	
				0.00%	0.00%				
2023 Municipal Taxes, per combined levy worksheet (growth incl)				\$ 3,755,718	\$ 2,254,970			\$ 6,010,688	
actual per 1-99-01-00-01-111				\$ 6,007,006					
				\$ (3,682)	305 changes during year				
Option #1 -									
2023 Municipal Tax Increase - Existing Res		4.00%		Increase		\$ 150,229		\$ 150,229	
2023 Municipal Tax Increase - Existing N-Res		4.00%		Increase			\$ 90,199	\$ 90,199	
2023 Municipal Taxes - New Construction Res		\$ 6.9675		Base Mill Rate +	Increase above	\$ 45,629		\$ 45,629	
2023 Municipal Taxes - New Construction N-Res		\$ 9.4752		Base Mill Rate +	Increase above		\$ 12,931	\$ 12,931	
								\$ 298,988	
Base Mill Rates:									
2022 Municipal Tax on Existing Residential		\$ 6.6995		Base Mill Rate		\$ 3,755,731		\$ 3,755,731	
2022 Municipal Tax on Existing Non-Residential		\$ 9.1108		Base Mill Rate			\$ 2,254,984	\$ 2,254,984	
								\$ 6,010,714	
Total Municipal Property Tax Revenue						\$ 3,951,588	\$ 2,358,114	\$ 6,309,702	

2023 Combined Property Taxation

Municipal taxes are the primary component (roughly 70%) of the annual property tax notice. However, the other substantial component is the Education Property Tax Requisition (roughly 25%).

A rough breakdown is as follow:

- Municipal – 70% of total property tax notice
- ASFF - 25% of total property tax notice
- Seniors - 5% of property tax notice

ASFF (Alberta School Foundation Fund)

Education tax has a significant impact on the overall amount of property taxes collected from both tax classes. The average percentage changes necessary from pre-existing 2023 tax classes are as follows; based on the actual 2023 Education Property Tax Requisition:

	Residential	Non-Residential
Municipal	4%	4%
Education	-1.94%	-7.75%

2019		2020		2021		2022		2023 ASFF Budget			
Provincial Requisition (paid)		Provincial Requisition (paid)		Provincial Requisition (paid)		Provincial Requisition (paid)		Provincial Requisition (paid)	Diff	%	
Public	\$2,145,181	Public	\$2,158,958	Public	\$2,148,915	Public	\$2,225,053	Public	\$2,164,542	-\$60,511	-2.82%
Separate	\$169,803	Separate	\$167,478	Separate	\$166,686	Separate	\$168,749	Separate	\$164,503	-\$4,246	-2.55%
Total	\$2,314,984	Total	\$2,326,436	Total	\$2,315,601	Total	\$2,393,802	Total	\$2,329,045	-\$64,757	-2.80%
Tax Revenue (collected)		Tax Revenue (collected)		Tax Revenue (collected)		Tax Revenue (collected)		Tax Revenue (collected)			
Residential	\$1,456,713	Residential	\$1,351,912	Residential	\$1,411,705	Residential	\$1,431,269	Residential	\$1,435,022	\$3,753	0.27%
Non-residential	\$958,433	Non-residential	\$870,423	Non-residential	\$897,146	Non-residential	\$962,533	Non-residential	\$894,023	-\$68,510	-7.64%
Total	\$2,415,146	Total	\$2,222,335	Total	\$2,308,851	Total	\$2,393,802	Total - asff budget	\$2,329,045	-\$64,757	-2.80%
under/over	\$100,162	2019 over/under	\$100,162	2021 Budget	\$2,319,540	2022 Budget	\$2,393,802	under/over	\$0		
		Total	\$2,322,497	under/over	-\$10,689	under/over	\$10,689	Total (+over/under)	\$2,329,045		
		2020 Under Levy	\$3,939			under/over	\$2,404,491				

The impact on each property class is broken down as follows (\$2,329,045 - \$2,393,802) = **-\$64,757**):

Residential

The **entire** Residential property class for the 2023 requisition for school purposes will increase by **\$3,753** with previously **existing properties in 2022** decreasing by -\$27,920 representing a -1.94% decrease and the remaining \$31,673 will be generated from new residential construction growth and inflation.

Non-Residential

The **entire** Non-residential property class for the 2023 requisition for school purposes will decrease by **-\$68,510** with previously **existing properties in 2022** decreasing by -\$74,614 representing a -7.75% decrease and the remaining \$6,104 will be generated from new non-residential construction growth and inflation.

Combined property Tax Impact

A multi-year comparison of the average financial impact on each “Previously existing” property tax class based on the combined “Real Dollar” property tax increase (from all tax authorities) is as follows:

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	Total
Residential	2.21%	0.55%	1.16%	-1.83%	2.46%	2.70%	1.98%	1.68%	2.97%	1.11%	2.23%	6.39%	2.99%	2.14%	28.74%
Non-Residential	0.39%	1.60%	0.90%	-3.38%	2.64%	2.86%	1.92%	1.44%	3.58%	3.55%	1.48%	5.64%	1.26%	0.54%	24.42%
Combined Levy	1.52%	0.94%	1.07%	-2.42%	2.53%	2.76%	1.96%	1.59%	3.17%	1.96%	1.98%	6.15%	2.42%	1.59%	27.22%

Options:

1. Town Council may desire to change expenditure allocations for any purposes within the proposed 2023 Operating (Tax) Budget thereby changing the projected amount available for capital purposes.
2. Town Council may consider changing the percentage increase / decrease for either property tax class which will result in a corresponding enhancement or a reduction in the projected amount available for capital purposes. The impact of a 1% change in either class is as follows:
 Residential Class 1% change equals: +/- \$37,557
 Non-Residential Class 1% change equals: +/- \$22,266
 Combined 1% change: +/- \$59,823 (½% - \$29,912)

Sample Properties

To better appreciate the changes in total taxes over the years and between assessment classes, several property tax bills have been included.

1976 1,080 square ft. bungalow house, developed upstairs and downstairs with a 1 ½ unattached car garage													
#206129009	2022	2023	\$ Change	% Change	2021	2020	2019	2018	2017	2016	2015	2014	2013
Assessment	263,370	273,770	10,400	3.95%	263,650	265,680	271,400	274,230	272,290	273,200	270,410	265,140	260,480
Taxes:													
Municipal	1,800	1,907	107	5.94%	1,817	1,817	1,847	1,824	1,791	1,760	1,696	1,648	1,596
School	691	690	-1	-0.14%	685	660	720	702	677	670	660	649	675
Seniors	124	126	2	1.61%	123	118	114	110	102	96	87	78	72
Total Taxes	2,615	2,723	108	4.13%	2,625	2,595	2,681	2,636	2,571	2,526	2,443	2,375	2,343
1976 Double Wide Mobile Home 22' x 54' on owned lot:													
#204214000	2022	2023	\$ Change	% Change	2021	2020	2019	2018	2017	2016	2015	2014	2013
Total Assessment	134,030	135,540	1,510	1.13%	133,150	133,380	133,740	132,790	131,310	130,010	130,290	127,850	127,190
Total Taxes	1,331	1,348	17	1.28%	1,325	1,302	1,321	1,276	1,240	1,202	1,177	1,145	1,144
1964 Residence in Parkdale:													
#831550002	2022	2023	\$ Change	% Change	2021	2020	2019	2018	2017	2016	2015	2014	2013
Total Assessment	200,600	206,440	5,840	2.91%	198,880	200,900	205,820	204,600	201,370	202,610	203,060	199,750	194,690
Total Taxes	1,992	2,054	62	3.11%	1,979	1,962	2,032	1,966	1,901	1,873	1,834	1,789	1,751
1983 Commercial property:													
Roll #910090001	2022	2023	\$ Change	% Change	2021	2020	2019	2018	2017	2016	2015	2014	2013
Total Assessment	876,350	887,190	10,840	1.24%	801,900	803,880	808,910	798,600	759,670	754,830	738,480	710,320	692,600
Total Taxes	11,882	12,040	158	1.33%	10,548	10,469	10,878	10,516	9,776	9,598	9,299	8,762	8,324
1972 Industrial building:													
Roll # 407157008	2022	2023	\$ Change	% Change	2021	2020	2019	2018	2017	2016	2015	2014	2013
Total Assessment	644,420	645,550	1,130	0.18%	617,420	616,230	623,890	616,720	614,950	611,520	607,830	602,760	602,130
Taxes:													
Municipal	5,887	6,117	230	3.91%	5,560	5,544	5,656						
School	2,547	2,347	-200	-7.85%	2,273	2,207	2,473						
Seniors	304	296	-8	-2.63%	288	274	261						
Total Taxes	8,738	8,760	22	0.25%	8,121	8,025	8,390	8,120	7,914	7,775	7,653	7,435	7,237

Town of Stettler

Annual Financial Incremental Impact on Average Residential Customer:

	2021	2021	Diff	2022	2022	Diff	2023	2023	Diff
Assessment (actual)	-2.86%	\$263,650		-0.11%	\$263,370		3.95%	\$273,770	
ASFF		\$685	\$35.00		\$691	\$6.00		\$690	-\$1.00
Seniors		\$123	\$9.00		\$124	\$1.00		\$126	\$2.00
Municipal Tax Levy		\$1,817.00	\$30.00		\$1,800.00	\$17.00	6%	\$1,907.00	\$107.00
Water Rate per Cubic Meter Based on 17 M3 per Month	\$2.82x 17m3 x 12	\$575.28	-\$4.08	\$2.82x 17m3 x 12	\$575.28	\$0.00	\$2.8977x 17m3 x 12	\$591.13	\$15.85
Water Fixed Rate - \$10.00 per Month	\$10 x 12	\$120.00	\$0.00	\$10 x 12	\$120.00	\$0.00	\$10 x 12	\$120.00	\$0.00
Sewer Fixed Rate per Month	\$22.75 x 12	\$273.00	-\$3.00	\$22.75 x 12	\$273.00	\$0.00	\$23.00 x 12	\$276.00	\$3.00
Garbage Fixed Rate per Month	\$23.75 x 12	\$285.00	-\$3.00	\$23.75 x 12	\$285.00	\$0.00	\$24.25 x 12	\$291.00	\$6.00
Recycling Fixed Rate	\$6.50 x 12	\$78.00	\$0.00	\$6.50 x 12	\$78.00	\$0.00	\$6.75 x 12	\$81.00	\$3.00
Total (Municipal Only)		\$3,148.28	\$19.92		\$3,131.28	\$17.00		\$3,266.13	\$134.85
Overall Percentage Change			0.63%			-0.54%			4.31%
Total - Municipal / ASFF / Seniors		\$3,956.28	\$45.92		\$3,946.28	\$10.00		\$4,082.13	\$135.85
Overall Percentage Change - Municipal / ASFF / Seniors			1.15%			-0.25%			3.44%
			-\$6.08			\$10.00			\$135.85

20.00 m³	Totals		Water			Sanitary Sewer					Waste				
Municipality	Typical User /month	Typical User per year	Minimum or Fixed Charge /month	/m³	Water Total /month	Minimum or Fixed Charge /month	/m³	Sanitary Sewer Total /month	Storm Sewer /month	General Admin Fee	Solid Waste /month	Recycling /month	Yard Waste (Composting) /month	Year Bylaw Updated	Population
Mean:	\$145.20	\$1,742.35	\$25.41	\$2.66	\$73.93	\$19.86	\$1.90	\$45.69	\$4.50	\$3.68	\$21.47	\$5.78	\$2.48		6,971
Median (46):	\$143.32	\$1,719.84	\$22.24	\$2.81	\$72.65	\$20.00	\$1.72	\$43.08	\$5.00	\$3.35	\$21.97	\$5.50	\$2.80		5,343
Bonnyville	\$82.04	\$984.48	\$13.14	\$1.96	\$52.29		\$0.65	\$13.05			\$13.16	\$3.54		2023	5,417
Delburne	\$93.26	\$1,119.12	\$28.35	\$1.45	\$57.35	\$13.50		\$13.50			\$16.00	\$4.91	\$1.50	2022	892
Crowsnest Pass	\$98.97	\$1,187.64	\$35.23		\$35.23	\$35.23		\$35.23			\$25.31	\$3.20		2022	5,565
St. Paul	\$101.76	\$1,221.12	\$14.38	\$1.60	\$46.38	\$13.38	\$1.20	\$37.38		\$2.00	\$13.50	\$2.50		2023	5,827
Bawlf	\$101.80	\$1,221.60	\$51.30		\$51.30	\$32.00		\$32.00			\$13.00	\$5.50		2023	422
Vegreville	\$106.17	\$1,274.04	\$6.50	\$3.34	\$73.30	\$4.70	\$0.39	\$5.87	\$6.00	\$6.00	\$7.00	\$8.00		2023	5,708
Sedgewick	\$110.32	\$1,323.84	\$20.00	\$2.10	\$42.00	\$20.00	\$0.75	\$35.00			\$33.32			2023	811
Big Valley	\$111.67	\$1,340.04	\$25.50	\$2.80	\$81.50	\$20.00		\$20.00			\$8.50	\$1.67		2023	346
Stettler 2022	\$119.40	\$1,432.80	\$10.00	\$2.82	\$66.40	\$22.75		\$22.75			\$23.75	\$6.50		2022	5,952
Banff	\$120.72	\$1,448.68	\$5.64	\$1.08	\$27.24	\$17.90	\$2.70	\$71.90			\$21.58			2023	7,851
Barrhead	\$121.48	\$1,457.76	\$30.00	\$2.44	\$78.80	\$10.50	\$0.85	\$27.58			\$15.10			2023	4,579
Stettler	\$121.95	\$1,463.45	\$10.00	\$2.90	\$67.95	\$23.00		\$23.00			\$24.25	\$6.75		2023	5,952
Red Deer	\$126.46	\$1,517.52	\$17.05	\$1.69	\$50.85	\$20.50	\$1.72	\$51.46			\$19.50	\$4.65		2023	100,418
Drumheller	\$126.96	\$1,523.54	\$17.57	\$2.24	\$62.34	\$15.01	\$2.41	\$53.62			\$8.00	\$3.00		2023	7,982
Veteran	\$128.80	\$1,545.60	\$15.00	\$3.79	\$90.80	\$14.00		\$14.00			\$24.00			2023	207
Donalda	\$133.00	\$1,596.00	\$25.00	\$3.70	\$99.00	\$11.00		\$11.00			\$23.00			2023	219
Redcliff	\$133.91	\$1,606.92	\$44.56	\$1.16	\$67.76	\$40.16		\$40.16			\$25.99			2023	5,600
Rocky Mtn. House	\$134.22	\$1,610.64	\$29.75	\$1.64	\$62.55	\$14.15	\$1.50	\$44.15			\$27.52			2023	6,635
Hanna	\$136.00	\$1,632.00	\$27.50	\$3.00	\$87.50	\$15.00	\$0.30	\$21.00			\$27.50			2023	2,559
Killam	\$136.50	\$1,638.00	\$22.50	\$1.85	\$59.50	\$20.00	\$1.10	\$42.00			\$35.00			2022	989
Sylvan Lake	\$137.79	\$1,653.48	\$40.22	\$0.89	\$40.22	\$25.81	\$2.86	\$71.57			\$19.50	\$6.50		2023	14,816
Trochu	\$139.55	\$1,674.60	\$15.00	\$3.88	\$92.60	\$5.00	\$0.86	\$22.20			\$20.00	\$4.75		2023	1,058
Slave Lake	\$140.63	\$1,687.56	\$30.03	\$1.80	\$66.03	\$24.11	\$1.45	\$53.11			\$15.05	\$6.44		2020	6,651
Jasper	\$143.14	\$1,717.68	\$20.67	\$0.70	\$34.67	\$15.57	\$2.20	\$59.57			\$32.99	\$15.92		2023	5,236
Camrose	\$143.50	\$1,722.00	\$29.13	\$2.12	\$71.53	\$29.16	\$0.94	\$47.96			\$15.21	\$6.00	\$2.80	2023	18,742
Castor	\$144.05	\$1,728.56	\$70.00	\$3.30	\$91.05	\$30.00		\$30.00			\$23.00			2021	929
Drayton Valley	\$145.20	\$1,742.40	\$20.50	\$2.30	\$66.50		\$2.75	\$55.00		\$4.70	\$19.00			2023	7,235
Westlock	\$146.64	\$1,759.68	\$24.93	\$3.15	\$87.93	\$7.91	\$0.95	\$26.81	\$3.00	\$2.00	\$26.90			2023	5,101
Ponoka	\$146.90	\$1,762.80	\$21.98	\$2.78	\$77.58	\$24.31	\$0.79	\$40.11			\$21.94	\$7.27		2023	7,229
Coronation	\$149.50	\$1,794.00	\$49.00	\$3.10	\$111.00	\$22.00		\$22.00			\$16.50			2023	940
Consort	\$150.84	\$1,810.11	\$42.25	\$4.79	\$110.84	\$12.00		\$12.00			\$28.00			2023	729
Wainwright	\$155.30	\$1,863.60	\$19.50	\$3.59	\$91.30	\$20.00	\$1.00	\$38.00	\$5.00		\$14.50	\$6.50		2023	6,270
Three Hills	\$164.21	\$1,970.52	\$18.96	\$3.73	\$93.56	\$23.75	\$1.02	\$44.15			\$18.50	\$8.00		2023	3,212
Devon	\$164.84	\$1,978.08	\$14.94	\$1.77	\$50.34	\$37.50	\$2.30	\$83.50			\$31.00			2023	6,578
Didsbury	\$165.47	\$1,985.64	\$16.86	\$4.50	\$106.86	\$8.31	\$1.47	\$37.71			\$13.15	\$4.60	\$3.15	2023	5,268
Carstairs	\$165.96	\$1,991.52	\$14.00	\$3.08	\$75.60	\$6.24	\$1.85	\$66.36			\$24.00			2023	4,077
Penhold	\$167.25	\$2,007.00	\$19.20	\$1.46	\$48.40	\$15.75	\$3.78	\$91.35	\$5.50		\$22.00			2023	3,277
Bowden	\$168.00	\$2,016.00	\$10.00	\$3.10	\$72.00	\$10.00	\$3.20	\$74.00			\$11.00	\$11.00		2023	1,240
Peace River	\$169.02	\$2,028.24	\$32.42	\$3.32	\$98.82	\$28.09	\$2.26	\$45.20			\$25.00			2023	6,842
Innisfail	\$179.20	\$2,150.40	\$10.00	\$2.86	\$67.20	\$10.00	\$3.80	\$86.00	\$3.00		\$18.00	\$5.00		2023	7,847
Blackfalds	\$179.63	\$2,155.56	\$23.40	\$2.80	\$79.40	\$20.88	\$3.12	\$70.80			\$29.43			2023	9,328
Bashaw	\$181.08	\$2,172.90	\$37.75	\$3.69	\$111.55	\$20.00		\$55.78			\$13.75			2023	830
Lacombe	\$187.40	\$2,248.80	\$30.11	\$2.77	\$85.51	\$21.86	\$2.89	\$68.10			\$33.79			2023	13,057
Daysland	\$190.38	\$2,284.56	\$46.83	\$2.00	\$86.83	\$42.55	\$1.00	\$62.55			\$38.00	\$3.00		2021	824
Alix	\$204.18	\$2,450.16	\$37.50	\$3.35	\$104.50	\$26.25	\$2.25	\$71.25			\$22.50	\$5.93		2023	734
Olds	\$211.93	\$2,543.16	\$12.83	\$3.10	\$74.83	\$18.40	\$4.72	\$112.80			\$24.30			2023	9,184
Vermilion	\$213.49	\$2,561.88	\$41.84	\$4.05	\$122.84	\$16.26	\$2.52	\$66.66			\$20.60	\$3.39		2023	4,084

Legend:
 population 4000-8000
 pop'n and regional
 comparable
 regional comparables

	2019	2020 Post COVID - May 2020	2020 Pre COVID - Dec 2019	2021	2022	2023	2024	2025
	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2089 Res / 372 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2105 Res / 370 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2105 Res / 370 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2106 Res / 370 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2110 Res / 375 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2120 Res / 387 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2120 Res / 387 Nres (units)	\$10/month plus 590,000 m ³ 300,000 Res / 290,000 NRes 2120 Res / 387 Nres (units)
	\$2.8000 m ³	\$2.8200m ³	\$2.8200m ³	\$2.8200m ³	\$2.8200 m ³	\$2.8977 m ³	\$2.9143 m ³	\$2.9107 m ³
Revenue - Water	\$ 3,128,812	\$ 3,032,318	\$ 3,147,098	\$ 3,147,358	\$ 3,148,438	\$ 3,743,296	\$ 3,289,519	\$ 3,294,019
Expenditures - Water	\$ 3,033,843	\$ 3,095,880	\$ 3,095,880	\$ 3,078,025	\$ 3,094,431	\$ 3,704,380	\$ 3,236,026	\$ 3,241,269
Net Budget Impact	\$ 94,969	\$ (63,562)	\$ 51,218	\$ 69,333	\$ 54,007	\$ 38,916	\$ 53,493	\$ 52,750
Net Depreciation, not included	\$ 299,040	\$ 298,358	\$ 298,358	\$ 300,468	\$ 293,011	\$ 297,623	\$ 293,679	\$ 298,679
Debenture Principal, included	\$ 148,220	\$ 154,780	\$ 154,780	\$ 161,640	\$ 163,700	\$ 170,890	\$ 154,000	\$ 157,450
Plus R.O.I. Included in Exp.	\$ 235,000	\$ 230,000	\$ 230,000	\$ 220,000	\$ 210,000	\$ 200,000	\$ 200,000	\$ 200,000
Debenture Interest, included in Exp.	\$ 87,300	\$ 80,660	\$ 80,660	\$ 73,720	\$ 66,470	\$ 59,190	\$ 52,020	\$ 45,530
	2019 2057 (units)	2020 2057 (units)	2020 2057 (units)	2021 2057 (units)	2022 2057 (units)	2023 2141 (units)	2024 2141 (units)	2025 2141 (units)
	\$22.50/month	\$22.75/month	\$22.75/month	\$22.75/month	\$22.75/month	\$23.00/month	\$23.25/month	\$23.50/month
Revenue - Sewer	\$ 941,490	\$ 905,963	\$ 950,675	\$ 950,701	\$ 950,701	\$ 1,039,069	\$ 995,492	\$ 1,001,915
Expenditures - Sewer	\$ 714,907	\$ 642,607	\$ 642,607	\$ 706,865	\$ 727,420	\$ 775,310	\$ 731,106	\$ 696,686
Net Budget Impact	\$ 226,583	\$ 263,356	\$ 308,068	\$ 243,836	\$ 223,281	\$ 263,759	\$ 264,386	\$ 305,229
Debenture Princ & Int	\$ 226,280	\$ 160,940	\$ 160,940	\$ 160,900	\$ 160,860	\$ 153,500	\$ 153,470	\$ 115,160
	2019 2187 (units)	2020 2187 (units)	2020 2187 (units)	2021 2228 (units)	2022 2235 (units)	2023 2240 (units)	2024 2240 (units)	2025 2240 (units)
	\$23.50/month	\$23.75/month	\$23.75/month	\$23.75/month	\$23.75/month	\$24.25/month	\$24.50/month	\$24.75/month
Revenue - Garbage	\$ 648,725	\$ 655,790	\$ 655,790	\$ 666,125	\$ 668,602	\$ 685,191	\$ 692,438	\$ 699,695
Expenditures - Garbage	\$ 593,120	\$ 600,632	\$ 642,566	\$ 590,180	\$ 610,510	\$ 643,566	\$ 665,879	\$ 684,365
Net Budget Impact	\$ 55,605	\$ 55,158	\$ 13,224	\$ 75,945	\$ 58,092	\$ 41,625	\$ 26,559	\$ 15,330
	2019 2160 (units)	2020 2160 (units)	2020 2160 (units)	2021 2188 (units)	2022 2195 (units)	2023 2200 (units)	2024 2200 (units)	2025 2200 (units)
	\$6.50/month	\$6.50/month	\$6.50/month	\$6.50/month	\$6.50/month	\$6.75/month	\$7.00/month	@ \$7.25/month
Revenue - Recycling	\$ 168,480	\$ 168,870	\$ 168,870	\$ 170,664	\$ 171,210	\$ 178,200	\$ 184,800	\$ 191,400
Expenditures - Recycling/Compost	\$ 148,815	\$ 122,234	\$ 151,450	\$ 134,737	\$ 137,709	\$ 149,282	\$ 152,355	\$ 152,395
Net Budget Impact	\$ 19,665	\$ 46,636	\$ 17,420	\$ 35,927	\$ 33,501	\$ 28,918	\$ 32,445	\$ 39,005
Combined Net Budget Impact	\$ 396,822	\$ 301,588	\$ 389,930	\$ 425,041	\$ 368,881	\$ 373,218	\$ 376,883	\$ 412,314
	\$ 679,528	\$ 247,659	\$ 635,497	\$ 318,422	\$ 330,690	\$ 406,640	\$ 603,252	\$ 690,882
	\$ 1,076,350	\$ 549,247	\$ 1,025,427	\$ 743,463	\$ 699,571	\$ 779,858	\$ 980,135	\$ 1,103,196

MEMORANDUM

Date: May12, 2023

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: 2023 Capital Budget – Truck purchase

Summary:

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

Council previously awarded three of the four trucks with a remaining budget of \$52,083.75 and directed administration to tender the fourth truck for future consideration.

Summary of tenders:

A new tender package was prepared for the purchase of a 2023 crew cab, ½ ton, 4 wheel drive truck and sent to the three local dealerships.

The following tenders were received:

Stettler Dodge	\$53,210.00
Aspen Ford	\$56,825.00

Evaluation:

As all the models meet specifications, administration is recommending proceeding with the lowest bidder, Stettler Dodge.

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the truck tender to Stettler Dodge in the amount of \$53,210, excluding gst with funding provided through the 2023 Capital Budget.

MEMORANDUM

To: Greg Switenky
From: Leann Graham
Date: May 12, 2023
Re: 4915 - 50 Street



Background:

In late 2020 the Town of Stettler acquired the property located at 4915-50 Street following compliance enforcement resulting in the demolition of a derelict building leaving the vacant parcel as it is today. The property has been for sale by the Town since early 2021.

The Economic Development Sub-Committee as well as the Downtown Improvement Committee identified a need to improve the former Hub parking lot which has resulted in the re-brand to Okoppe Parking Lot with improvements done to date. A large part of this discussion included creating connection from Main Street to the Okoppe Parking Lot.

Original discussions regarding the property at 4915-50 street as a connection point involved retaining a walkway and continuing to market the remainder property however in order to construct and maintain a functional and appealing walkway it was quickly determined that the remaining lands would not be suitable for development as the parcel would be far too narrow.

On May 10, 2023 the Economic Development Sub-Committee reviewed concepts for a potential connection between the Okoppe Parking Lot and Mainstreet by developing "Okoppe Way". Following the theme of Okoppe it would include a permanent constructed walkway with park features including mulch beds and plantings, outdoor seating, a rock garden, ornate lighting, an arched shade cover, signage and the relocation of the Okoppe designation from West Stettler Park. (see concept/ideas board)

The Property Today:

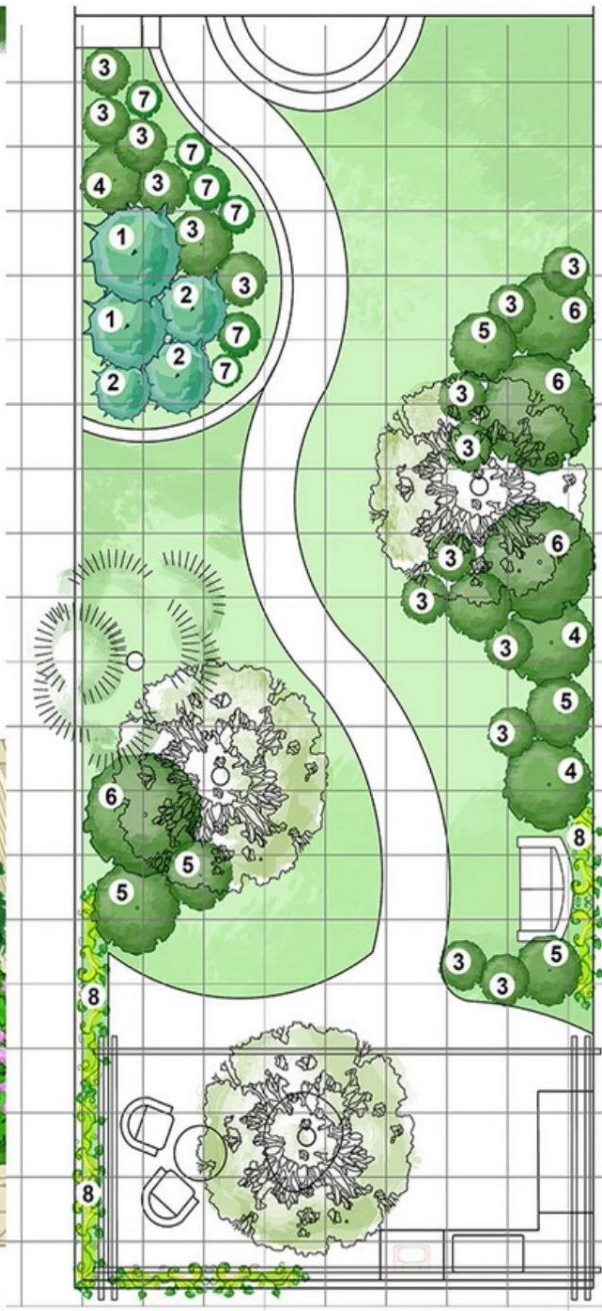
4915 – 50 Street
Lot 18, Block 6, Plan RN54
Size 25' x120' (3,000 Square Feet)
Zoned C1: Commercial Central
The Town of Stettler Assessed Value of the land is \$42,840

Recommendation:

The Economic Development Sub-Committee respectfully recommends the Town of Stettler Council approve the designation and retention of 4915-50 street to be developed as "Okoppe Way". And further direct administration to proceed with initial designs and budget considerations.



"OKOPPE WAY"
CONCEPT
BOARD




OKOPPE WAY
興部ウェイ
35th Anniversary 2025





OKOPPE
HOKKAIDO, JAPAN



MEMORANDUM

To: Greg Switenky
From: Leann Graham
Date: May 8, 2023
Re: Entrance Sign Upgrades

Background:

In 2011, the Town of Stettler commissioned new entrance signs to be supplied and installed with landscaping and masonry work completed by Town Staff. These entrance signs are still current, however the weathering over the past decade has left the signs in a deteriorated state. This deterioration is primarily rust with a few dents and other damages, which not only effects the visual representation of the sign but more importantly the sign's integrity.

Further, in 2020, the Town of Stettler created a Logo Usage and Visual Brand Policy with Branding Guidelines that outline the Town of Stettler brand, colors and proper usage of fonts and logos. At the same time as the repairs to the entrance signs, it is proposed that the entrance signs are brought up these standards with the Town of Stettler Branding Guidelines.



Project and RFP Evaluations:

The 2023 Capital Budget includes \$62,000 for Entrance Sign Upgrades; this project involves the refurbishing and resurfacing of all four (4) Town of Stettler entrance signs. Damage of the signs will be repaired, powder coated and vinyl to finish the signs.

Administration completed a request for proposals (RFP); below is the summary of the proposals received:

Company	TOTAL COST	Comments
House of Signs	\$ 151,924.00	
*PM signs	\$ 134,538.00	<ul style="list-style-type: none"> • Did not meet spec (no powder coat)
*Banchett Sign Solutions	\$ 94,939.00	<ul style="list-style-type: none"> • Did not meet spec (no powder coat)
Landmark Signs	--	<ul style="list-style-type: none"> • Incomplete submission
*Burke Group Company	--	<ul style="list-style-type: none"> • Incomplete submission • Did not meet spec (no powder coat)
WTS Manufacturing	\$ 64,000.00	
*Hi Signs	\$ 62,000.00	<ul style="list-style-type: none"> • Did not meet spec (no powder coat)
*Behrends Bronze	--	<ul style="list-style-type: none"> • Incomplete submission • Did not meet spec (no powder coat, did not match paint color)
*Landmark Sign	--	<ul style="list-style-type: none"> • Incomplete submission • Did not meet spec (no powder coat)

*Upon review of the RFP's submitted, regarding the requirement for a powder coated finish as well as incomplete submissions, a number of the proposals do not meet the specifications as set out in the RFP.

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the RFP for the Entrance Signs Upgrades to WTS Manufacturing in the amount of \$64,000.00 funded through the 2023 Capital Budget.

2023 Budget Summary - April 30, 2023

Revenue	2023 Budget	2023 Actual - April 30, 2023	Variance	%	Notes
Administration	\$372,020.00	\$216,999.63	\$155,020.37	41.67%	Sale of Lot / AT Project En
Inter Dept Utility Transfer - \$250,000)					
Police	\$873,314.00	\$14,860.83	\$858,453.17	98.30%	MSI Operating - \$104,896
Traffic Fines - Budget - \$60,000 - Actual - \$11,699 - 19%					
Provincial Grant - \$347,616					
Community Resource Program - Clearview \$40,000 / County - \$64,802					
Fire	\$803,811.00	\$43,714.21	\$760,096.79	94.56%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$115,785.00	-\$2,085.00	-1.83%	
Business Licenses Budget - \$90,000 - Actual \$94,400 /Animal License Budget \$21,700 - Actual \$21,285					
Roads, Streets, Walks, Lights	\$389,535.00	\$568.40	\$388,966.60	99.85%	
Airport	\$24,880.00	\$4,838.20	\$20,041.80	80.55%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,743,296.00	\$698,089.69	\$3,045,206.31	81.35%	
Metered sale of water (Budget - \$2,011,231 - Actual \$403,448 = 20% - end of March - 25%)					
Metered out of Town (Budget - \$1,150,275 - Actual \$281,279 = 24% - end of March - 25%)					
Bulk water - Budget - \$40,000 - Actual - \$2,964 - 7%					
Sewer	\$1,039,069.00	\$216,648.53	\$822,420.47	79.15%	
Sewer Service Charges (Budget - \$927,049 - Actual \$216,649 = 23% - end of March - 25%)					
Garbage Collection & Disposal	\$863,391.00	\$209,559.62	\$653,831.38	75.73%	SWMA haul rebate - \$26,351
Residential Garbage Revenue (Budget - \$651,840 - Actual \$158,415 = 24% - end of March - 25%)					
Recycling Revenue (Budget 2022 - \$178,200 - Actual \$44,323 = 25% - end of March - 25%)					
FCSS	\$157,148.00	\$39,287.00	\$117,861.00	75.00%	
Cemetery	\$23,600.00	\$21,845.32	\$1,754.68	7.44%	
Planning & Development	\$241,851.00	\$6,806.98	\$235,044.02	97.19%	
Building Permits (Budget - \$30,000 - Actual - \$3207)					
Economic Development - BOT	\$142,170.00	\$93,886.27	\$48,283.73	33.96%	
Subdivision Land	\$500.00	\$1,200.00	-\$700.00	-140.00%	Subdivision Fees
Land, Housing & Rentals	\$279,514.00	\$104,670.68	\$174,843.32	62.55%	
AE Kennedy Health Unit - \$206,234					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000.00	\$90.00	\$2,910.00	0.00%	
Recreation Programs	\$25,418.00	\$1,933.94	\$23,484.06	92.39%	Ball / Soccer
Facilities	\$1,567,346.00	\$271,177.62	\$1,296,168.38	82.70%	County / Pool / SRC
Community Hall	\$66,500.00	\$6,064.64	\$60,435.36	90.88%	
Senior's Center	\$21,750.00	\$6,154.82	\$15,595.18	71.70%	\$6000 Casino
Parks	\$226,746.00	\$18,596.31	\$208,149.69	91.80%	
Lions Campground - Budget - \$120,000 - actual - \$17,796					
Operating Contingency	-\$5,615.00	\$0.00	-\$5,615.00	0.00%	
Taxes / Penalties	\$9,012,985.00	\$0.00	\$9,012,985.00	100.00%	
Other Revenue	\$2,188,430.00	\$822,625.40	\$1,365,804.60	62.41%	
Franchise Fee - GAS (Budget - \$1,216,030 - Actual \$367,763 = 30% - end of March - 25%)					
Franchise Fee - ELECTRIC (Budget - \$764,000 - Actual \$206,662 = 27% - end of March - 25%)					
Return on Investments (Budget - \$140,000 - Actual - \$200,183)					
Total Revenue	\$22,174,359.00	\$2,915,403.09	\$19,258,955.91	13.15%	

Expense	2023 Budget	2023 Actual - April 30, 2023	Variance	%	Notes
Council & Legislative	\$223,450.00	\$65,856.62	\$157,593.38	70.53%	
Council Honorarium (Budget - \$154,450)					
Council per diem - Budget - \$27,000					
Council travel & subsistence - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$8,680 = 54%)					
Administration	\$1,255,298.00	\$312,309.35	\$942,988.65	75.12%	
Police	\$1,557,191.00	\$35,794.91	\$1,521,396.09	97.70%	
RCMP - Contract Billings (\$1,419,564)					
Fire	\$1,326,570.00	\$83,277.48	\$1,243,292.52	93.72%	
Disaster Services	\$44,711.00	\$112.30	\$44,598.70	99.75%	
Bylaw Enforcement	\$192,954.00	\$48,260.70	\$144,693.30	74.99%	
Common Services	\$272,111.00	\$219,442.69	\$52,668.31	19.36%	
Roads, Streets, Walks, Lights	\$2,292,254.00	\$449,316.07	\$1,842,937.93	80.40%	
Airport	\$69,989.00	\$6,509.90	\$63,479.10	90.70%	
Water Supply & Distribution	\$3,704,380.00	\$836,752.49	\$2,867,627.51	77.41%	
Sewer	\$775,310.00	\$211,877.64	\$563,432.36	72.67%	
Garbage Collection & Disposal	\$792,848.00	\$76,405.54	\$716,442.46	90.36%	
FCSS	\$196,435.00	\$98,217.50	\$98,217.50	50.00%	
Cemetery	\$65,160.00	\$3,962.84	\$61,197.16	93.92%	
Comm Services -Handi Bus	\$25,000.00	\$0.00	\$25,000.00	100.00%	
Planning & Development	\$618,611.00	\$320,068.77	\$298,542.23	48.26%	
Economic Development	\$633,077.00	\$167,568.48	\$465,508.52	73.53%	
Subdivison Land	\$54,580.00	\$33,439.57	\$21,140.43	38.73%	
Land, Housing & Rentals	\$45,603.00	\$8,945.97	\$36,657.03	80.38%	
Recreation - General	\$147,690.00	\$44,880.92	\$102,809.08	69.61%	
Recreation Programs	\$81,300.00	\$10,324.33	\$70,975.67	87.30%	
Facilities	\$3,217,165.00	\$695,862.91	\$2,521,302.09	78.37%	
Culture	\$351,856.00	\$155,663.46	\$196,192.54	55.76%	Parkland, Library, Museum
Community Hall	\$132,299.00	\$25,938.25	\$106,360.75	80.39%	
Senior's Center	\$13,280.00	\$8,727.20	\$4,552.80	34.28%	
Parks	\$803,034.00	\$72,406.62	\$730,627.38	90.98%	
Operating Contingency	-\$200,000.00	\$0.00	-\$200,000.00	100.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$200,000) (JE made at end of year prior to Audit)					
Available for Capital from 2023 Operating Budget for 2023 Capital Budget - \$779,858 (Water \$38,916 + Utility \$334,302 (sewer, waste, recycling) + Total Available for Capital - \$406,640) = \$779,858					
Requisitions	\$2,702,345.00	\$785,100.39	\$1,917,244.61	70.95%	
ASFF (Budget - \$2,164,542 - Actual - \$554,974 - 26%)					
ASFF Separate School (Budget - \$164,503 - Actual - \$43,476 - 26%)					
County of Stettler Senior Lodges (Budget - \$373,300 - Actual - \$186,650 - 50%)					
Total Expense	\$21,394,501.00	\$4,777,022.90	\$16,617,478.10	22.33%	
Surplus / Deficit	\$779,858.00	-\$1,861,619.81			

Town of Stettler
2023 Capital Budget Summary 30-Apr-23

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2023 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses April 30, 2023	Utility (Water) Avail for Capital 2023 Interim Operating Budget (Rates) \$38,916	Utility (other) Avail for Capital 2023 Interim Operating Budget (Rates) \$334,302	Available for Capital 2023 Interim Operating Budget (taxes) \$284,620	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	Debtenture / Local Improvement	Grants - MSI \$649,945	Grants - Canada Building Community Fund (FGT) \$356,679	Grants - BMTG Cancelled in 2022 - \$0.00	Other	Total
Operating Capital Projects included in 2023 Interim Operating Budget																
Op-tran 2-32-09-00-03-244	Pathway rehab (2017 council direction)		Operating Budget													\$0.00
Op-tran 2-32-09-00-00-244	Sidewalk replacement program (yearly)		Operating Budget													\$0.00
2023 Capital Budget - Operational Projects (non TCA)																
Strategic Plan 2-12-02-00-01-252	Entrance Signs Upgrades	\$62,000.00	\$62,000					\$62,000.00								\$62,000.00
Strategic Plan 2-12-02-00-02-252	Internal Meeting Room	\$13,000.00	\$13,000		\$3,505.94			\$13,000.00								\$13,000.00
ADM - GIS 2-61-04-00-01-252	Office Plotter	\$20,000.00	\$20,000		\$16,700.00			\$13,296.71	\$6,703.29	GIS System						\$20,000.00
ADM - Comp 2-61-05-00-01-252	Server Upgrade	\$18,000.00	\$18,000		\$12,189.74				\$18,000.00	Computer						\$18,000.00
ADM - Comp 2-61-05-00-00-252	Computer replacement program (SRC)	\$14,000.00	\$14,000		\$5,937.92		\$14,000.00									\$14,000.00
FIRE 2-23-02-00-02-561	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000				\$100,000.00									\$100,000.00
Op-tran 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000					\$55,000.00								\$55,000.00
Op-fire 2-32-09-00-04-244	Pathway Program (new construction)	\$100,000.00	\$100,000				\$64,182.86		\$35,817.14	Walking Pathway						\$100,000.00
Op-tran 2-32-21-00-03-536	Pavement patching	\$150,000.00	\$150,000		\$3,480.30		\$150,000.00									\$150,000.00
PW 2-32-21-00-06-536	Christmas decorations	\$20,000.00	\$20,000		\$6,699.75				\$20,000.00	Culture (\$129,256)						\$20,000.00
Airport 2-33-00-00-01-252	Airport GPS recertification	\$14,000.00	\$14,000						\$14,000.00	Airport Capital						\$14,000.00
WTP 2-41-01-00-10-252	PCL (programmable logic controller)	\$300,000.00	\$300,000			\$144,454.79			\$155,545.21	WTP reserve						\$300,000.00
WTP 2-41-01-00-11-252	Auto transfer switch	\$40,000.00	\$40,000			\$40,000.00										\$40,000.00
WTP 2-41-01-00-12-252	Chlorine tonner switch	\$80,000.00	\$80,000		\$58,143.84	\$80,000.00										\$80,000.00
WTP 2-41-01-00-13-252	Make up air unit	\$50,000.00	\$50,000			\$50,000.00										\$50,000.00
Sewer 2-42-00-00-02-583	Receiving water body quality assessment	\$50,000.00	\$50,000				\$50,000.00									\$50,000.00
SRC 2-73-11-02-06-239	Arena - Rink board replacements for both sides including player, penalty and bench areas	\$386,000.00	\$386,000		\$11,730.00				\$386,000.00	County Partnership						\$386,000.00
SRC 2-73-11-02-07-239	Concession - 2 convection ovens and electrical upgrades	\$17,000.00	\$17,000				\$17,000.00									\$17,000.00
SRC 2-73-11-02-05-239	Arena - Brine filtering system and fluid cooler line piping	\$32,000.00	\$32,000						\$32,000.00	County Partnership						\$32,000.00
SRC 2-73-13-03-05-252	Pool - Blind replacement (electrical) and whirlpool manual	\$15,000.00	\$15,000						\$15,000.00	County Partnership						\$15,000.00
Parks 2-77-02-00-03-519	Top dressing spreader	\$10,800.00	\$10,800				\$10,800.00									\$10,800.00
Parks 2-77-92-00-01-519	Spray Park - Discharge Pump and electrical	\$12,000.00	\$12,000				\$12,000.00									\$12,000.00
Parks 2-77-02-00-04-519	Bobcat attachment - broom & auger bits	\$12,000.00	\$12,000				\$12,000.00									\$12,000.00
Parks 2-77-03-00-01-519	Campground - Furnace & hot water tank	\$11,500.00	\$11,500				\$11,500.00									\$11,500.00
Hall 2-74-14-00-03-252	Hot water tank replacement	\$10,000.00	\$10,000						\$10,000.00	culture						\$10,000.00
culture 2-74-99-91-00-764	Culture reserve account	\$15,000.00	\$15,000				\$15,000.00									\$15,000.00
Addition 2-73-11-02-08-239	SRC - Grant purposes engineering- funding from WSP Planning	\$50,000.00	\$50,000		\$5,000.00			\$50,000.00								\$50,000.00
Addition 2-74-01-00-00-770	Banner - Stettler Music Festival	\$1,500.00	\$1,500		\$1,060.18				\$1,500.00	cul						\$1,500.00
2023 Capital Budget - Operational Projects (non TCA)		\$1,658,800.00	\$1,658,800.00		\$124,447.67	\$314,454.79	\$456,482.86	\$193,296.71	\$0.00	\$694,565.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,658,800.00
2023 Capital Budget - Capital Projects (TCA)																
FIRE 2-23-02-00-02-561	Replace Deputy Fire Chief Truck (2023 - \$94,000) - Reserve in 2022 - County Invoice 2023	\$94,000.00	\$94,000					\$23,500.00		\$23,500.00	Fire Reserve			\$47,000.00	County	\$94,000.00
FIRE 2-23-02-00-02-561	Replace Fire Chief Truck (2023 - \$94,000) - Reserve 2022 - County Invoice 2023	\$94,000.00	\$94,000					\$23,500.00		\$23,500.00	Fire Reserve			\$47,000.00	County	\$94,000.00
Roads 6-32-21-10-05-610 CAP-15649	48th Ave cost share on Paving (Wellings)	\$200,000.00	\$200,000					46		\$200,000.00	Land Development					\$200,000.00

Roads	6-32-21-10-03-610 CAP-	50th Street overlay (48-49ave)	\$185,000.00	\$185,000	\$3,480.30	\$113,270.30						\$71,729.70					\$185,000.00	
Airport	6-33-00-00-10-610	Airport runway - secure STIP funding - \$1,976,000 - \$1,482,000 STIP - Town - \$247,000 / County \$247,000	\$1,976,000.00	\$1,976,000				\$247,000.00						\$1,729,000.00	STIP Grant \$1,482,000 / County = \$247,000		\$1,976,000.00	
Water	6-41-11-10-13-610 CAP-15650 CCBF-2290	Water main cast iron replacement on 50ave between 45-46 and 43-44 street	\$525,000.00	\$525,000	\$9,062.08							\$173,620.85	\$351,379.15				\$525,000.00	
Water	6-41-14-20-01-620 - CAP-15651, CCBF2293	Water Reservoir Pump Upgrades - (Melissa Dec 30, 19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210) - January 10, 2022 - Carry forward balance - Melissa - \$149,490 - 2023 - Funding (\$136,620.21 = \$149,490-\$12,869.79) used to fund Reservoir in 2023 - Melissa - Dec 22, 2022	\$800,000.00	\$800,000	\$1,960.20							\$200,000.00	\$600,000.00				\$800,000.00	
PW	6-31-11-00-31-630	Loader	\$325,000.00	\$325,000		\$34,056.01	\$138,566.28	\$152,377.71									\$325,000.00	
PW	6-31-11-30-14-630	Backhoe	\$253,988.00	\$253,988			\$113,202.00							\$140,786.00	Insurance		\$253,988.00	
PW	6-31-11-50-01-650	2 - 1/2T Trucks	\$120,000.00	\$120,000	\$4,501.00	\$70,000.00		\$50,000.00									\$120,000.00	
PW	6-31-11-00-32-630	Skid Steer	\$55,000.00	\$55,000		\$55,000.00											\$55,000.00	
PW	6-31-11-30-13-630	Sander - truck mount	\$15,000.00	\$15,000	\$9,342.28	\$15,000.00											\$15,000.00	
Sewer	6-42-00-00-12-610 (CAP15652) CCBF-2291	Lift station Upgrades - from 2022 carry forwards	\$600,000.00	\$600,000	\$13,907.70							\$300,000.00	\$300,000.00				\$600,000.00	
SRC	6-73-11-30-08-630	Fitness - Treadmill	\$11,000.00	\$11,000					\$11,000.00	County Partnership							\$11,000.00	
																	\$0.00	
2023 Capital Budget - Capital Projects (TCA)			\$5,253,988.00	\$5,253,988.00	\$42,253.56	\$0.00	\$287,326.31	\$298,768.28	\$449,377.71	\$258,000.00	\$0.00	\$0.00	\$745,350.55	\$1,251,379.15	\$0.00	\$1,963,786.00	\$0.00	\$5,253,988.00
2023 Total Capital Budget			\$6,912,788.00	\$6,912,788.00	\$166,701.23	\$314,454.79	\$743,809.17	\$492,064.99	\$449,377.71	\$952,565.64	\$0.00	\$0.00	\$745,350.55	\$1,251,379.15	\$0.00	\$1,963,786.00	\$0.00	\$6,912,788.00
Council Motion - 23:01:03 (\$6,986,288)			\$6,861,288.00	2.41%		\$657,838.00	\$1,550,328.95					-\$95,405.55	-\$894,700.15	\$0.00			\$6,912,788.00	
2023 Capital Additions			\$51,500.00					-\$892,490.95										\$0
Total 2023 Capital Budget			\$6,912,788.00															
Difference (Actual vs Council Budget)			\$0															

		2022 Carry Forward															
		Brought forward from 2022 Budget Carry Forward	2022 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses April 30, 2023	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	Debtenture / Local Improvement	Grants - MSI	Grants - Canada Building Community Fund (FGT)	Grants - BMTG Cancelled in 2022	Other	Total	
2022 Carry Forward - Operational Projects (non TCA)																	
ADM	2-12-04-00-05-252	Community Builders (pre build 10 hearts) - carry forward -\$25,000 (hearts expected in April 2023 - Steve Dec 28, 2022)	\$25,000.00	\$25,000						\$25,000.00	Culture					\$25,000.00	
HUB	2-73-11-02-03-239	Undercounter ice making machine - carry forward \$4000 to 2023 - Brad - Dec 22, 2022	\$4,000.00	\$4,000	\$4,000.00					\$4,000.00	Senior Centre					\$4,000.00	
SRC	2-73-11-02-04-239	Arena Scorelock replacement (both) with blue tooth consoles with dressing room timers - carry forward \$44,010 to 2023 - Brad - Dec 22, 2022	\$44,010.00	\$44,010					\$44,010.00							\$44,010.00	
Pool	2-73-13-03-03-252	Mechanical room replacement components - carry forward \$15000 to 2023 - Brad - Dec 22, 2022	\$15,000.00	\$15,000					\$15,000.00							\$15,000.00	
Park	2-77-82-00-01-519	Ball diamond backstop fence (2 diamonds) - 2023 - \$10,000 - 2022 carry forward - \$5000 to 2023 - Brad - Dec 22, 2022	\$9,646.00	\$9,646						\$9,646.00	Chain Link Fence					\$9,646.00	
Plan	2-61-02-00-06-239	SE ASP (\$200,000 regional grant with County) - carry forward project (\$200,000 - \$54,649.06 = \$145,350.94) to 2023 - Leann Dec 19, 2022	\$145,350.94	\$145,350.94	\$4,608.90									\$145,350.94	\$200,000 Grant (County)	\$145,350.94	
parks	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature - 2021 Carry Forward \$50,000 to 2022 - Greg - January 6, 2022 - carry forward \$50,000 to 2023 - Brad - Dec 22, 2022 - March 22, 2023 - Greg/Brad - use \$50,000 funding for SRC Grant Engineering - create new code - 2-73-11-02-08-239	\$0.00	\$0.00				\$0.00								\$0.00	
2022 Carry Forward - Operational Projects (non TCA)		\$243,006.94	\$243,006.94		\$8,608.90	\$0.00	\$0.00	\$0.00	\$59,010.00	\$38,646.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,350.94	\$0.00	\$243,006.94
2022 Carry Forward - Capital Projects (TCA)																	
FIRE	6-23-00-10-00-610	Fire Hall Traffic Signals - carry forward \$15,000 (1/2 County) to 2023 - Etienne - Dec 20, 2022	\$15,000.00	\$15,000				\$7,500.00							\$7,500.00	County	\$15,000.00
FIRE	6-23-00-00-30-630	2 way radio system replacement AFRRCs (Alberta 1st Responder Communication System) in 2021 - Tender in Dec 2021 - Carry Forward Balance (\$180,450) to 2022 for tender approval - Mark - January 7, 2022 - 2023 carry forward \$180,450 - delivery in 2023 - Etienne - Dec 20, 2022	\$180,450.00	\$180,450						\$120,300.00	Fire Capital Reserve					\$180,450.00	
OP	6-32-21-10-15-610	44 Avenue overlay from Hwy 12 to 38St - CAPP Engineering - carry forward \$7,500 for final Engineering - Melissa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00							\$7,500.00	
Equip	6-31-11-00-50-650	2 - Pick-up trucks - carry forward - twender in 2023 - updated budget \$120,000 - Melissa - Dec 22, 2022	\$120,000.00	\$120,000				\$70,000.00		\$50,000.00	Common Services - Equipment					\$120,000.00	
Equip	6-31-11-00-33-630	Hydovac - CAP-15653 - delivery in 2023 - carry forward - \$639,900 - delivery in 2023 - Melissa - Dec 22, 2022	\$639,900.00	\$639,900				\$39,900.00				\$600,000.00				\$639,900.00	
Equip	6-31-11-30-15-630	Trailer mounted flusher - delivery in 2023 - carry forward \$178,408 - delivery in 2023 - Melissa - Dec 22, 2022	\$178,408.00	\$178,408				\$178,408.00								\$178,408.00	
SRC	6-77-81-10-00-610	Outdoor arena refurbishment (new boards - \$104,210) - installation in 2023 - carry forward - \$52,105 to 2023 - delivery in 2023 - Brad - Dec 22, 2023	\$104,210.00	\$104,210					\$104,210.00							\$104,210.00	

Park	6-77-02-30-01-630	Toro mower replacement - tender in 2023 - carry forward - \$96,000 - retender in 2023 - Brad - Dec 22, 2022	\$96,000.00	\$96,000					\$96,000.00								\$96,000.00		
2020 MSP	6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st-south side only) - Carry Forward Balance to 2022 - Melissa January 7, 2022 (\$842,611.75- \$442,526.24 = \$400,085.51 carry forward - 2023 carry forward \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00								\$7,500.00		
Op	6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services) - Carry Forward \$40,000 - Melissa - January 7, 2022 - 2023 carry forward - \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00								\$7,500.00		
Water	6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave - project delayed due to supply issues and telus line - Carry Forward Balance (\$280,000-\$24,656.34 = \$255,353.66 - Melissa - January 7, 2022 - 2023 carry forward - \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00								\$7,500.00		
Op	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81) - January 10, 2022 - Melissa - carry forward balance - \$44,715.19-\$16,699.57 = \$28,015.62 - 2023 carry forward \$15,000 for signs and planters	\$15,000.00	\$15,000.00			\$15,000.00										\$15,000.00		
																	\$0.00		
2022 Carry Forward - Capital Projects (TCA)			\$1,378,968.00	\$1,378,968.00			\$0.00	\$0.00	\$60,150.00	\$310,808.00	\$230,210.00	\$170,300.00	\$0.00	\$600,000.00	\$0.00	\$0.00	\$7,500.00	\$0.00	\$1,378,968.00
2023 Total Carry Forwards			\$1,621,974.94	\$1,621,974.94			\$175,310.13	\$0.00	\$60,150.00	\$310,808.00	\$289,220.00	\$208,946.00	\$0.00	\$600,000.00	\$0.00	\$0.00	\$152,850.94	\$0.00	\$1,621,974.94
2023 Total Capital Budget (including Carry Forwards)			\$8,534,762.94	\$8,534,762.94			2.05%	\$314,454.79	\$803,959.17	\$802,872.99	\$738,597.71	\$1,161,511.64	\$0.00	\$1,345,350.55	\$1,251,379.15	\$0.00	\$2,116,636.94		0.00
2023 Total Capital Budget Difference From Budget to Actual				\$0.00						\$1,921,286.95		\$1,900,109.35		Total Grants Avail	\$1,447,778.78	\$1,188,670.79	\$0.00		
										Total Reserves		\$3,821,396.30		Balance - 31/12/23	\$102,428.23	-\$62,708.36	\$0.00		

**TOWN OF STETTLER
TD BANK RECONCILIATION
AS OF April 30, 2023**

Net Balance at End of Previous Month	\$	721,751.39
ADD: General Receipts (summarized below)		500.00
Interest Earned (Prime 6.70% less 1.90% = 4.80%)		3,127.52
Investments Matured		-
SUBTOTAL		725,378.91
LESS: General Disbursements		-
Payroll		-
Investments		-
Debenture Payments		-
Returned Cheques		-
Bank Charges		28.05
SUBTOTAL		28.05
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	725,350.86
Balance at End of Month - Bank		736,890.69
ADD: Outstanding Deposits		14.90
LESS: Outstanding Cheques		11,554.73
		-
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	725,350.86
INVESTMENTS:		
US Bank Account		-
SUBTOTAL		-
TOTAL CASH ON HAND AND ON DEPOSIT	\$	725,350.86

THIS STATEMENT SUBMITTED TO COUNCIL THIS 16th DAY OF May 2023

MAYOR

ASSISTANT CAO

TOWN OF STETTLER
CU BANK RECONCILIATION for Vision Credit Union
AS OF April 30, 2023

Net Balance at End of Previous Month	\$	11,239,966.00
ADD: General Receipts (summarized below)		2,354,081.84
Interest Earned (Prime 6.70% less 1.60% = 5.10%)		45,911.68
Investments Matured		-
SUBTOTAL		13,639,959.52
LESS: General Disbursements		1,688,458.60
Payroll		274,986.91
Investments		-
Debenture Payments		-
Returned Cheques		1,561.59
Bank Charges		619.49
SUBTOTAL		1,965,626.59
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	11,674,332.93
Balance at End of Month - Bank		11,546,686.56
ADD: Outstanding Deposits		172,211.39
LESS: Outstanding Cheques		44,565.02
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	11,674,332.93
INVESTMENTS:		
US Bank Account		500,178.10
US Bank Interest		141.79
SUBTOTAL		500,319.89
TOTAL CASH ON HAND AND ON DEPOSIT	\$	12,174,652.82

THIS STATEMENT SUBMITTED TO COUNCIL THIS 16th DAY OF May, 2023

MAYOR

ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3	Tax	AR	282,275
4	Utility	AR	244,930
5	SRC	Ice Rental	9,300
6	Library	Salary Reversal	38,458
7	Library	Rent	11,025
8	Hwy 12/21	Water	31,071
9	Gov't of Canada	GST	180,484
10	BOT	Salary Reversal	9,349
11	BOT	Tradeshaw	15,814
12	Auction Mart	Lease Agreement	11,355
13	Remax	Land Purchase	118,344
14	Remax	Dev Holdback	10,000
15	AE Kennedy	Rent	17,186
16	Gov't of AB	CCBF Grant 2022/23	1,053,591
17	Atco Electric	Franchise Fee	71,017
18	Apex	Franchise Fee	133,096
19	Other		116,787
20		Total	2,354,082

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76698	76717
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Active Network	76698	2023-05-05	\$959.31

Invoice Description	Invoice Number	Invoice Amount	
P&L May Subscription Installme	4200012136	\$959.31	

Armtec Inc.	76699	2023-05-05	\$3,093.90

Invoice Description	Invoice Number	Invoice Amount	
Drainage 10 Culverts & Materia	6-300699	\$3,093.90	

Elhard, Kyle	76700	2023-05-05	\$60.59

Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Cr Bal	2023.04.27	\$60.59	

Ken-Mar Concrete	76701	2023-05-05	\$551.25

Invoice Description	Invoice Number	Invoice Amount	
Signs Breakaway Cement/Park Bl	1065	\$551.25	

Macey, Mikayla	76702	2023-05-05	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Shop May Tool Allowance	2023.05.01	\$25.00	

McClaskin, Crystal	76703	2023-05-05	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Cr Bal	2023.04.28	\$100.00	

Ornamental Bronze Limited	76704	2023-05-05	\$995.40

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath Plate	104228	\$486.15	
Cemetery Niche Wreath w Vases	104232	\$509.25	

Receiver General for Canada	76705	2023-05-05	\$61,471.45

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP09-23	\$52,738.62	
Town Tax Remittance	PP09-23.	\$3,270.05	
BOT Tax Remittance	PP09-23.BOT	\$2,379.89	
Library Tax Remittance	PP09.23.LIBRAR	\$3,082.89	

Receiver General for Canada	76706	2023-05-05	\$327.23

Invoice Description	Invoice Number	Invoice Amount	
Garnishee	PP09-23	\$327.23	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Roadway Traffic Products	76707	2023-05-05	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
Park 2 Custom Signs West Stett	10388	\$157.50	
Rock Advertising Inc.	76708	2023-05-05	\$23,105.26
Invoice Description	Invoice Number	Invoice Amount	
SRC OES Scoreboards & Locker	SI-994041	\$23,105.26	
Rocky Mountain Equipment Canad	76709	2023-05-05	\$101,496.15
Invoice Description	Invoice Number	Invoice Amount	
Equip 2023 Case 590SN Backhoe	S05214	\$101,496.15	
Sienna's Cleaning	76710	2023-05-05	\$850.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Apr Janitor 8 Cleans	2023.04.28	\$850.00	
Stettler Tool & Hardware	76711	2023-05-05	\$104.99
Invoice Description	Invoice Number	Invoice Amount	
Signs Tool Box for repair tool	10004364	\$104.99	
Stettler Waste Management	76712	2023-05-05	\$101,185.91
Invoice Description	Invoice Number	Invoice Amount	
Jnt Landfill 1st Qtr Requisiti	SWM0003724	\$101,185.91	
Tru-Fence	76713	2023-05-05	\$420.00
Invoice Description	Invoice Number	Invoice Amount	
Park Fence Repairs	2434	\$420.00	
Vanguard Collection Agencies L	76714	2023-05-05	\$63.84
Invoice Description	Invoice Number	Invoice Amount	
Water Billing Collection Fees	2023.04.28	\$63.84	
Walkers Tree Services Ltd.	76715	2023-05-05	\$840.00
Invoice Description	Invoice Number	Invoice Amount	
Parks Stump Grinding	761542	\$840.00	
Western Pro Sporting & Supply	76716	2023-05-05	\$4,173.75
Invoice Description	Invoice Number	Invoice Amount	
SRC Hockey Nets/Park Diamond	2140	\$4,173.75	
Yellow Pages	76717	2023-05-05	\$76.73
Invoice Description	Invoice Number	Invoice Amount	
Office Apr Directory Advertisi	INV03535504	\$76.73	

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

	Total Cheques		\$300,058.26
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 76718	76724
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	76718	2023-05-12	\$367.00

Invoice Description	Invoice Number	Invoice Amount	
Admin 2023 Tax Arrears & Stand	2023.04.30	\$367.00	

Atlas Copco Compressors Canada	76719	2023-05-12	\$1,655.33

Invoice Description	Invoice Number	Invoice Amount	
WTP Troubleshoot Compressor	1123007434	\$1,655.33	

Done Deal Delivery	76720	2023-05-12	\$111.30

Invoice Description	Invoice Number	Invoice Amount	
WTP Freight	17907	\$111.30	

Linde Canada	76721	2023-05-12	\$1,560.13

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	35249150	\$1,194.48	
Pool Facility Chemicals	35403319	\$365.65	

Ornamental Bronze Limited	76722	2023-05-12	\$510.30

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath w Vases	104428	\$510.30	

Van Electric	76723	2023-05-12	\$3,366.83

Invoice Description	Invoice Number	Invoice Amount	
Shop Change out Lights in West	374	\$3,366.83	

Walkers Tree Services Ltd.	76724	2023-05-12	\$1,365.00

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Compliance Stump Grinding	471610	\$262.50	
Parks Stump Grinding	471609	\$1,102.50	

Total Cheques			\$8,935.89
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000656
Cheque Date	First	Last		ONL000658

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000656	2023-05-05	\$33.60

	Invoice Description	Invoice Number	Invoice Amount

	Fire Joint Apr19 - May18 Data	2625226259	\$33.60

Telus Communications	ONL000657	2023-05-05	\$2,971.00

	Invoice Description	Invoice Number	Invoice Amount

	Telus Apr 22 to May 21, 2023	2023.04.23	\$2,971.00

Telus Mobility Inc.	ONL000658	2023-05-05	\$1,370.15

	Invoice Description	Invoice Number	Invoice Amount

	Telus Mobility Apr 22 - May 21	2023.04.21	\$1,370.15

	Total Cheques		\$4,374.75

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000659	ONL000659
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
United Farmers of Alberta	ONL000659	2023-05-12	\$122.43

Invoice Description	Invoice Number	Invoice Amount	
Drainage Blue Duty Tarp	SOINV4464462	\$19.68	
WTP 3" P/FT Airseed Hose	SOINV4488575	\$102.75	

	Total Cheques		\$122.43
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0005980	EFT0006014
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0005980	2023-05-09	\$209.96

	Invoice Description	Invoice Number	Invoice Amount
	Water Trans iPad 9.7 Case&Scre	STTLRIN16288	\$104.98
	SRC iPhone 12 Case & Screen	STTLRIN16417	\$104.98

Alberta Animal Services	EFT0005981	2023-05-09	\$14,664.44

	Invoice Description	Invoice Number	Invoice Amount
	Bylaw Apr Enforcement	11211	\$14,664.44

APEX Supplementary Pension Pla	EFT0005982	2023-05-09	\$362.81

	Invoice Description	Invoice Number	Invoice Amount
	Supplementary Pension Plan Tr	PP09-23	\$362.81

Barnes, Roger	EFT0005983	2023-05-09	\$25.00

	Invoice Description	Invoice Number	Invoice Amount
	SRC May Phone Allowance	2023.05.01	\$25.00

C & S Disposal	EFT0005985	2023-05-09	\$26,222.30

	Invoice Description	Invoice Number	Invoice Amount
	Apr Waste & Recycling Collecti	4620	\$26,222.30

Canadian Union of Public Emplo	EFT0005986	2023-05-09	\$660.00

	Invoice Description	Invoice Number	Invoice Amount
	Union Dues	PP09-23	\$660.00

Capital Power	EFT0005987	2023-05-09	\$93,226.12

	Invoice Description	Invoice Number	Invoice Amount
	Affiliate March Power Bill	5179550	\$7,837.51
	Misc Dept March Power Bill	5179556	\$85,388.61

Central Sharpening	EFT0005988	2023-05-09	\$288.75

	Invoice Description	Invoice Number	Invoice Amount
	SRC Sharpen Ice Knife	30141	\$288.75

Dahl, Steven	EFT0005989	2023-05-09	\$50.00

	Invoice Description	Invoice Number	Invoice Amount
	Shop May Tool Allowance	2023.05.01	\$50.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Diverse Signs N Designs Inc.	EFT0005990	2023-05-09	\$185.90

Invoice Description	Invoice Number	Invoice Amount	
Other Programs Wellness Banner	10002	\$185.90	

Dodd, Sonia	EFT0005991	2023-05-09	\$125.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Pool/May Trvl&Phone Allo	2023.05.01	\$125.00	

Dolan, Lori	EFT0005992	2023-05-09	\$66.98

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Repair Materials	2023.04.30	\$41.98	
Pool May Phone Allowance	2023.05.01	\$25.00	

Fort Garry Industries Ltd.	EFT0005993	2023-05-09	\$1,912.98

Invoice Description	Invoice Number	Invoice Amount	
Trans Tarps/Water Repair Parts	F1073302	\$1,912.98	

Gerlitz, Steven	EFT0005994	2023-05-09	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office May Trvl & Phone	2023.05.01	\$100.00	

Graham, Leann	EFT0005995	2023-05-09	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
P&D May Trvl & Phone Allowance	2023.05.01	\$175.00	

Howe, Graham	EFT0005996	2023-05-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC/Cemetery May Phone Allowan	2023.05.01	\$25.00	

IJD Inspections Ltd.	EFT0005997	2023-05-09	\$2,719.56

Invoice Description	Invoice Number	Invoice Amount	
P&D Building Permits	03-2023	\$2,719.56	

Keen Klean	EFT0005998	2023-05-09	\$761.25

Invoice Description	Invoice Number	Invoice Amount	
Com Hall Steam Clean Carpets	867069	\$761.25	

Leckie, Neil	EFT0006000	2023-05-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool May Cell Phone Allowance	2023.05.01	\$25.00	

Local Authorities Pension Plan	EFT0005999	2023-05-09	\$30,772.75

Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP09-23	\$30,772.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Orion Safety Equipment Ltd.	EFT0006001	2023-05-09	\$1,264.15
Invoice Description	Invoice Number	Invoice Amount	
WTP Repair DBI Sala	71291	\$1,264.15	
Peterson, Chase	EFT0006002	2023-05-09	\$55.16
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Primer & Glue	2023.05.02	\$30.16	
Pool May Cell Phone Allowance	2023.05.01	\$25.00	
Practica Ltd.	EFT0006003	2023-05-09	\$1,160.88
Invoice Description	Invoice Number	Invoice Amount	
Park Dog Waste Bags	44750	\$1,160.88	
Robbins, Brad	EFT0006004	2023-05-09	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L May Travel Allowance	2023.05.01	\$100.00	
Standage, Maddie	EFT0006005	2023-05-09	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D May Travel Allowance	2023.05.01	\$150.00	
Stettler Dads Services	EFT0006006	2023-05-09	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water April Meter Reader	2023-4	\$1,500.00	
Stettler Regional Board of Tra	EFT0005984	2023-05-09	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
PR Trade Show Contest Prize	2252	\$250.00	
Stingray Radio Inc.	EFT0006007	2023-05-09	\$682.50
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept April Advertising	650900-4	\$682.50	
Summit Truck Equipment	EFT0006008	2023-05-09	\$672,261.45
Invoice Description	Invoice Number	Invoice Amount	
Equip Western Star Hydrovac	10R230052	\$672,261.45	
Superior North America Inc.	EFT0006009	2023-05-09	\$2,979.73
Invoice Description	Invoice Number	Invoice Amount	
Street Clean Sweeper Repairs	30682S	\$1,496.76	
Street Clean Sweeper Repair Pa	30791S	\$154.76	
Street Clean Room Wafers	30981S	\$1,328.21	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Switenky, Greg	EFT0006010	2023-05-09	\$370.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office May Trvl & Phone	2023.05.01	\$370.00	
=====			
Tagish Engineering Ltd.	EFT0006011	2023-05-09	\$27,319.89

Invoice Description	Invoice Number	Invoice Amount	
TS115 - 2023 Road Program	19803	\$2,536.76	
TS114 - 50 Ave Watermain Repla	19802	\$13,710.06	
TS109 - Lagoon Trnfr Stn Rehab	19801	\$9,089.70	
TS108 - Water Reservoir Upgrad	19800	\$1,983.37	
=====			
W.R. Meadows of Western Canada	EFT0006012	2023-05-09	\$486.64

Invoice Description	Invoice Number	Invoice Amount	
Traffic Lane Painter Tip	120016003	\$141.50	
Roads Tack Oil for Asphaltng	120016004	\$345.14	
=====			
Wally's Backhoe Services Ltd.	EFT0006013	2023-05-09	\$9,985.73

Invoice Description	Invoice Number	Invoice Amount	
Lanes 3/4" Crush Gravel	1933	\$4,993.91	
Lanes 3/4" Crush Gravel	1934	\$4,991.82	
=====			
WTS Manufacturing & Sales Inc.	EFT0006014	2023-05-09	\$365.29

Invoice Description	Invoice Number	Invoice Amount	
Trans Steel for Grader #145	3520	\$41.64	
Roads Sander Stand Materials	3519	\$246.56	
Roads Stander Stand Materials	3542	\$77.09	

Total Cheques			\$891,510.22
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0006015	EFT0006027
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Accu-Flo Meter Service Ltd.	EFT0006015	2023-05-16	\$16,531.20

Invoice Description	Invoice Number	Invoice Amount	

Water Trans Pocket ProReader	107619	\$2,923.20	
Water 20 5/8" Mach 10 Ultrasou	108033	\$13,608.00	
=====			
Ainsworth Inc.	EFT0006016	2023-05-16	\$1,885.01

Invoice Description	Invoice Number	Invoice Amount	

Pool Software Maintenance	SCPAY0127816	\$1,885.01	
=====			
Center Ice Concession	EFT0006017	2023-05-16	\$598.50

Invoice Description	Invoice Number	Invoice Amount	

PR Professional Admin Lunch	217	\$598.50	
=====			
Dillon Consulting	EFT0006018	2023-05-16	\$538.86

Invoice Description	Invoice Number	Invoice Amount	

Mun Plan IDP & SEASP Consultin	277485	\$538.86	
=====			
FlowPoint Environmental System	EFT0006019	2023-05-16	\$1,149.75

Invoice Description	Invoice Number	Invoice Amount	

Water +7 Software Maintenance	SU5742	\$1,149.75	
=====			
Hoisting Ltd.	EFT0006020	2023-05-16	\$3,085.38

Invoice Description	Invoice Number	Invoice Amount	

Shop/Wtr Trsf Stn/Reservoir/	26632	\$3,085.38	
=====			
Lifesaving Society	EFT0006021	2023-05-16	\$1,587.50

Invoice Description	Invoice Number	Invoice Amount	

Pool 4 National Lifeguard Exam	23222	\$62.00	
Pool 3 Bronze Cross Exam Fees	23434	\$45.00	
Pool 12 Swim Instructor Pac	23465	\$882.00	
Pool 1200 Swim Badges	23586	\$598.50	
=====			
NextGen Automation	EFT0006022	2023-05-16	\$391.65

Invoice Description	Invoice Number	Invoice Amount	

Office/Water Office Photocopie	493328	\$391.65	
=====			
Purolator Courier Ltd.	EFT0006023	2023-05-16	\$304.23

Invoice Description	Invoice Number	Invoice Amount	

WTP Freight	453289456	\$304.23	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rollies Vac Systems	EFT0006024	2023-05-16	\$378.00

Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	22565	\$378.00	

Stettler Vet Clinic	EFT0006027	2023-05-16	\$35.03

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Apr Vet Clinic Fees	814697	\$35.03	

Tietge, Richard	EFT0006025	2023-05-16	\$37.16

Invoice Description	Invoice Number	Invoice Amount	
WTP Repair Parts	2023.05.02	\$37.16	

Trinus Technologies Inc	EFT0006026	2023-05-16	\$1,295.73

Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email/Back	2955	\$775.98	
Computer Troubleshooting Apps	R82794-38350	\$129.94	
Computer Troubleshooting email	R83286-38317	\$389.81	

	Total Cheques	\$27,818.00	
=====			

BYLAW 2161-23

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO ESTABLISH THE ROLE AND RESPONSIBILITIES OF THE CHIEF ADMINISTRATIVE OFFICER

WHEREAS pursuant to section 205(1) of the *Municipal Government Act*, Council must establish by Bylaw a position of Chief Administrative Officer;

AND WHEREAS Council may, in accordance with Section 203 of the *Municipal Government Act*, delegate executive and Administrative duties, powers, and functions.

THE MUNICIPAL COUNCIL OF THE TOWN OF STETTLER IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1.0 SHORT TITLE

1.1 This Bylaw may be referred to as the "CAO Bylaw"

2.0 APPOINTMENT, TERMS & CONDITIONS

2.1 Council hereby establishes the position of Chief Administrative Officer (CAO).

2.2 Council will, by resolution, appoint an individual to the position of Chief Administrative Officer and establish the terms and conditions of the Chief Administrative Officer's employment through a CAO Employment Agreement, this bylaw, Town policies, and related provincial legislation.

2.3 Council may, by resolution, appoint an Interim CAO. The Interim CAO must act as the CAO if the CAO will be absent for over a month or is otherwise prevented from fulfilling the role of the CAO:

2.3.1 The Interim CAO shall have all the duties, powers, and functions of the CAO as provided in the *Municipal Government Act*, this Bylaw, the job descriptions for the CAO, and other Provincial legislation and Town Bylaws, Policies, and Procedures.

2.4 The appointment of a person to the position of Chief Administrative Officer may only be made, suspended, or revoked if the majority of the whole Council votes to do so.

2.5 The Chief Administrative Officer is authorized to further delegate, and to authorize further delegation of any matter delegated to the Chief Administrative officer by Council under this bylaw, to any employee of the municipality.

2.6 The CAO must appoint an Acting Chief Administrative Officer to act during absences of the Chief Administrative Officer which has all the powers, duties and functions of a Designated Officer as required under the *Municipal Government Act* or any other Act.

2.7 The provisions of this Bylaw shall prevail in any case where there is conflict between this Bylaw and any previous resolution or Bylaw of Council.

3.0 RESPONSIBILITIES

3.1 In order to carry out the responsibilities of the position, in accordance with any Bylaw or Policy of Council, Section 207 and 208 of the *Municipal Government Act*, and any other enactment, the CAO has the authorities and responsibilities set out in this section. The CAO also has all of the powers, duties, and functions that are given to a CAO under the *Municipal Government Act* or any other enactment.

3.2 Management Duties:

3.2.1 Implement any internal reorganization of responsibilities and duties required for the effective and efficient operation of the Municipality;

- 3.2.2 Establish the structure of the administration of the municipality, including establishing, merging, dividing and eliminating departments, establishing a managerial hierarchy, and administrative reporting, and evaluation authorities and procedures.
- 3.2.3 Establish policy and procedures for hiring all employees of the municipality to carry out the powers, duties and functions delegated to those employees.
- 3.2.4 Bring to Council for approval any change to the structure of the Administration of the Town which requires an increase to the approved budget and the approved Operating Plan;
- 3.2.5 Develop, approve, and implement Policies, Procedures, and Practices dealing strictly with Administrative matters (Administrative Policies).
- 3.2.6 Ensure that the policies and programs of the municipality are implemented.
- 3.2.7 Supervise, direct, employ, dismiss, discipline and direct all employees of the municipality, mindful of negotiated collective agreements and Town policies.
- 3.2.8 Direct, supervise and review the proponents of all departments of the municipality.
- 3.2.9 Ensure the Municipality has an appropriate Occupational Health & Safety Policy and related programs to ensure requirements under relevant legislation.
- 3.2.10 Ensure employee benefits for all eligible Town employees are provided, and where necessary, with the mutual support of Local CUPE members under contract.
- 3.2.11 Ensure Corporate Communications are responsible and suitable for the intended purpose.

3.3 Council Duties

- 3.3.1 Attend or be represented at, unless excused by the Mayor, all Council and Committee of the Whole meetings, and any required internal and external board, agency, and committee meetings, as well as assist in the decision-making process by providing technical advice, guidance and consultation as required.
- 3.3.2 Prepare and submit to Council such reports and recommendations as may be required by Council or Council Committees.
- 3.3.3 Provide reports and updates to Council regarding activities and community concerns,
- 3.3.4 Ensure that Council is made aware of any key administrative, political, or sensitive issues on a timely basis.
- 3.3.5 Keep Council informed on progress, recommended changes, and new matters that relate to the strategic plan and work programs on a regular basis.
- 3.3.6 Consult and inform Council of any substantial impact to the function and/or focus of Administration resulting from the structural change
- 3.3.7 Ensure that Council has access to reasonable alternative decision options as well as the recommendation of the CAO.
- 3.3.8 Develop and recommend, for Council approval, Bylaws and Policies dealing with non-administrative (beyond administrative authorities outlined in 3.2.5) matters as directed by Council, or at the initiation of administration.
- 3.3.9 Maintain a current understanding of applicable Municipal Legislation and

leadership, as well as relevant Programs, Policies, and Initiatives of the provincial and federal governments.

- 3.3.10 Act on the will of Council as a whole only, not on the will of an individual Councillor, as established by Resolutions, Policies, and Bylaws of Council. without note or comment.
- 3.3.11 Ensure the name of the Councillors present at Council meetings are recorded.
- 3.3.12 Ensure the Minutes of each Council meeting are given to Council for adoption at a subsequent Council meeting and signed in conjunction with the person presiding at the meeting.
- 3.3.13 Ensure the bylaws and Minutes of Council meetings and all other records and documents of the municipality are kept safe.
- 3.3.14 Send the Minister a list of elected officials and any other information the Minister requires.
- 3.3.15 Keep the corporate seal in custody.
- 3.3.16 Conduct a census as when required by Council and submit population affidavits in accordance with requirements of the *Municipal Government Act*.
- 3.3.17 Ensure that the sufficiency of all petitions to Council be determined as set out in the *Municipal Government Act*.
- 3.3.18 Ensure that all bylaws are signed in conjunction with the Chief Elected Official and are consolidated as authorized by Council.
- 3.3.19 Advise Council on the negotiation of collective agreements; make recommendations to Council concerning wages, salaries, fringe benefits and working conditions and ensure the proper administration of such agreements and policies.
- 3.3.20 Ensure time sensitive energy procurement contracts are evaluated and authorized by the appropriate elected official to be subsequently ratified by Council (see also 3.5.1).
- 3.3.21 Ensure Municipal Elections are prepared for and conducted in accordance with legislation.

3.4 Finance

- 3.4.1 Oversee the preparation of budgets for operating and capital programs annually or more often as required or directed by Council.
- 3.4.2 Monitor and control municipal spending within the budgets and policy established by Council.
- 3.4.3 At the end of each fiscal year, or as required or directed by Council, prepare and submit a complete financial report on all financial activities of the Town during the preceding year.
- 3.4.4 Advise Council and make recommendations about the financial condition of the municipality and the policies and programs as may be necessary or desirable to carry out the powers, duties and functions of the municipality.
- 3.4.5 The CAO shall not, under normal circumstances, authorize cumulative operating and capital expenditures in excess of the approved total operating and capital budgets unless in accordance with established Policy and Procedure respecting expenditure authorizations, or as per 3.4.6.
- 3.4.6 In the case of an emergent or urgent circumstance, while still being mindful of

the Budget and Procurement Policy, authorize any enhanced level of expenditure not previously approved by Council provided a report on such expenditure level and its need is subsequently endorsed by Council. A report to Council is not necessary provided the approved total budget levels are maintained by Administration.

- 3.4.7 Ensure the revenues of the municipality are collected and controlled and receipts are issued in the manner directed by Council.
- 3.4.8 Ensure all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by Council.
- 3.4.9 Ensure the accounts for authorized expenditures of the municipality are paid.
- 3.4.10 Ensure accurate records and accounts are kept of the financial affairs of the municipality.
- 3.4.11 Report summaries of actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by Council to Council on a regular basis or as often as directed.
- 3.4.12 Ensure money invested by the municipality is invested in accordance with the Municipal Government Act and any other enactments.
- 3.4.13 Oversee the preparation of assessments, assessment rolls and tax rolls for the purpose of Parts 9 and 10 of the *Municipal Government Act*.
- 3.4.14 Hold public auctions to recover taxes in accordance with Part 10 of the *Municipal Government Act*.

3.5 Third Party Relations

- 3.5.1 Negotiate contracts, agreements, and transactions required for the effective operation of the Municipality provided the expenditure does not exceed the amount approved by Council in its annual budget or result in a decrease to anticipated revenue which will impact the budget. Should the contract, agreement, or transaction result in a budgetary impact, the CAO is to bring a Report and recommend the approval of such to Council (see also 3.3.20).
- 3.5.2 Conclude contract negotiations on behalf of the Municipality to a financial limit established by Policy or resolution, or with the direct involvement of the Mayor given time sensitivities and urgency.
- 3.5.3 Hire or retain legal counsel on behalf of the Municipality.
- 3.5.4 Ensure the timely review and response of all requests of any person to obtain information in possession of the Municipality and provide such information in accordance with the *Municipal Government Act* and any other enactment (FOIP).
- 3.5.5 Authorize for the entering into of contracts and/or the expenditure of funds where such contracts or expenditures have been approved by Council.
- 3.5.6 Ensure all contracts and agreements are signed with any person authorized by Council to sign them.
- 3.5.7 Accept service of all notices and documents on behalf of the Municipality.
- 3.5.8 Provide certification of notices, decisions, documents and any other certificates or statutory declarations as provided for or required by the *Municipal Government Act*.

3.6 Other

- 3.6.1 Authorize, or delegate authority for a temporary closure of whole or part of any road at any time that a construction or maintenance project on or adjacent to the road may create a hazard, and any other authority within Town bylaws or policies.
- 3.6.2 Authorize, or delegate authority for the placement from time to time of traffic control devices, including traffic control restricting the speed of vehicles, at any location considered necessary for controlling highways subject to the direction, management and control of the municipality and provide for a record of all locations to be kept, which shall be open to public inspection during normal business hours, and any other authority within Town bylaws or policies.
- 3.6.3 Exercise other such powers, duties and functions as may be required by Council.

4.0 DEFINITIONS

- 4.1 "Chief Administrative Officer" means the Chief Administrative Officer (CAO) for the municipality and whatever subsequent title may be conferred on that officer by Council or statute.
- 4.2 "Council" shall mean the Council of the Town of Stettler.
- 4.3 "Municipality" shall mean the Town of Stettler.

5.0 ACCOUNTABILITY AND ETHICAL CONDUCT

- 5.1 The Chief Administrative Officer is accountable to Council for the exercise of all powers, duties and organizational leadership functions in an unbiased, ethically responsible manner as acceptable to Council.
- 5.2 The Town of Stettler will defend, indemnify and save the CAO harmless from and against all actions, causes of action, losses, damages, costs, charges, liability and expenses, including an amount paid to settle an action or satisfy a judgement, actually and reasonably incurred by the CAO by reason of being any employee of the Town of Stettler (including an amount paid to settle an action or satisfy a judgement in a civil, criminal or administrative action or proceedings to which the CAO is made a party, if:
 - 5.2.1 The CAO acted honestly and in good faith with a view to the best interest of the Municipality; and
 - 5.2.2 In the case of a criminal or administrative action or proceeding, the CAO had reasonable grounds for believing that the CAO's conduct was lawful.
- 5.3 The CAO is to observe the highest ethical standards in the performance of their duties, as mandated by the Employee Code of Ethics (Policy II-7(i)).

6.0 REPEAL OF BYLAWS

- 6.1 Bylaws 1465 and 1677 and all other amendments are hereby repealed.

READ a first time this _____ day of _____ A.D. 2023.

READ a second time this _____ day of _____ A.D. 2023.

READ a third time and finally passed this _____ day of _____ A.D. 2023.

Mayor

Assistant CAO

BYLAW 2162-23

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO APPOINT A CHIEF ADMINISTRATIVE OFFICER (CAO) FOR THE SAID TOWN.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time, authorizes the Municipal Council of the Town to appoint a CAO to exercise and execute the administrative and organizational duties of the Council.

AND WHEREAS the Council of the Town deem it advisable to make such an appointment.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF STETTLER, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That Leann Graham, of the Town of Stettler be and is hereby appointed CAO for the Town of Stettler effective August 30, 2023.
2. That the CAO shall perform the duties, functions, and exercise the powers assigned to a CAO under the most current Municipal Government Act in Alberta, other legislated governmental enactments, and further assigned responsibilities and authorities as set out by Council in Bylaw 2161-23 of the Town as well as in any organizational policies and programs.
3. That employment of the said CAO shall continue at the pleasure of Council and in accordance with the terms and conditions within the CAO Employment Agreement dated May __, 2023, and as mutually updated in good faith.
4. The Bylaw 2052-14 is hereby repealed as of August 30, 2023.

READ a first time this 16th day of May, A.D. 2023.

Read a second time this 16th day of May, A.D. 2023.

Read a third and finally passed this 16th day of May, A.D. 2023.

Mayor

Assistant CAO

BYLAW 2163-23

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF STETTLER IN THE PROVINCE OF ALBERTA FOR THE 2023 TAXATION YEAR.

WHEREAS, the Town of Stettler has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council Meeting held on May 16, 2023; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Stettler for 2023 total \$22,174,359; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$13,166,989 and the balance of \$9,007,370 is to be raised by general municipal taxation; and

WHEREAS, the requisitions are;

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$1,306,414.25
Non-Residential	834,691.58
East Central Alberta Catholic Separate School Regional Division No. 16 (CSSRD)	
Residential/Farmland	123,385.51
Non-Residential	<u>58,938.09</u>
Total School Requisitions	\$2,323,429.43
Senior Foundation	373,300.00
Designated Industrial Property (DIP)	937.82; and

WHEREAS, the Council of the Town of Stettler is required each year to levy on the assessed value of all property, tax (mill) rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, or repealed and replaced from time to time; and

WHEREAS, the assessed value of all property in the Town of Stettler as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farmland	\$567,147,490
Non-Residential	233,080,040
Designated Industrial Properties	12,669,220
GIPOT	<u>3,122,170</u>
Total	<u>\$816,018,920</u>

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Stettler, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Stettler:

	Tax Levy	Assessment	Tax (Mill) Rate
General Municipal – Farmland/Residential	3,951,588	567,147,490	6.9675
General Municipal – Non-Residential	2,358,114	248,871,430	9.4752
ASFF			
Residential/Farmland	1,306,414	525,386,588	2.5210
Non-Residential	834,692	230,290,852	3.6363
CSSRD			
Residential/Farmland	123,386	41,760,902	2.5210
Non-Residential	58,938	15,458,408	3.6363
Seniors Foundation	373,300	812,896,750	0.4592
Designated Industrial Properties (DIP)	938	12,669,220	0.0740

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this 16th day of May, A.D. 2023.

READ a second time this 16th day of May, A.D. 2023.

READ a third time and finally passed this 16th day of May, A.D. 2023.

Mayor

Assistant Chief Administrative Officer



May 2, 2023

Graham Scott
GIS Coordinator, Town of Stettler
gscott@stettler.net

**Subject: 2021 Census of Population – Town of Stettler
(Census Subdivision # 4807026)**

Dear Graham Scott,

Thank you for your patience while awaiting the results of the formal review of 2021 Census population and dwelling counts requested by your community.

In response to your request, a detailed review of the 2021 Census data for the Town of Stettler has been undertaken. The investigation included a review of maps, enumeration records and the census data collected for the area, in order to verify boundaries and ensure that all population and dwellings were correctly enumerated and allocated within those boundaries. The addresses of the completed 2021 Census questionnaires were validated and the completed questionnaires from neighbouring census subdivisions were checked to ensure that residents of Stettler were not counted elsewhere.

The 2021 utility customer address list provided by the town was analysed in the review. The addresses in the list were geocoded and the dwelling count for each block was compared with the 2021 Census data. The two dwelling lists are highly consistent with one another. No evidence of missed dwellings was identified. The few discrepancies identified are explained by the fact that the representation is sometimes different in each dwelling list (e.g., multiple dwelling buildings with a single utility customer, addresses counted in a different block). The dwellings identified as hotels and campgrounds on the utility list were checked and usual long-term residents were confirmed as being enumerated by the census.

The investigation did find some duplicate records in the 2016 Census, which had the effect of artificially increasing the counts of both private dwellings and population for the previous census. An overcount of 64 persons and 46 private dwellings, 40 of which were occupied, was identified. Please note that corrections to the 2016 Census counts will not be



made. However, this factor should be considered when making comparisons between the 2016 and 2021 Census counts of population and private dwellings.

The 2021 Census population count may differ from the total number of persons in other data sources. The census population counts rely on the number of people reported on census questionnaires completed and returned by residents of each household as of census day (May 11th, 2021). The 2021 Census response rate for Stettler was high (97.7%) which resulted in low non-response rates to questions asked of the total population.¹ Statistics Canada has a process to validate the occupancy status of non-responding dwellings and determine the number of usual residents for the dwellings identified as occupied when no questionnaires were completed. This process was reviewed during the investigation and no irregularity was discovered.

In conclusion, the detailed investigation of the census data for the Town of Stettler did not detect any errors in the 2021 Census population and dwellings counts. As a result, there will be no revisions made to the 2021 Census counts for Stettler.

If you require further assistance, please do not hesitate to contact Darrick Cheuk, Intercensal Manager, Western Region and Northern Territories at 780-224-5904 or by email at: darrick.cheuk@statcan.gc.ca.

Regards,

Lise Rivais
Director, Western Region & Northern Territories
Suite 600 – 300 West Georgia St.
Library Square Tower
Vancouver, BC V6B 6C7

c.c

Jennifer Hansen – A/Chief Statistician – Office of Statistics and Information Alberta
Jacques Lord – Senior Data Planner – Office of Statistics and Information Alberta

¹ Quality indicators for the 2021 Census of Population are available online for various levels of geography including census subdivisions: [Data quality tables, 2021 Census of Population \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/92-626-x/2021001/article/00001-eng.htm).