

Town of Stettler

COUNCIL MEETING

DECEMBER 5, 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, DECEMBER 5th, 2023
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of November 21st, 2023 3-13
4. **Citizens Forum**
5. **Delegations**
 - (a) 6:35pm – Shelly Walker - Stettler & District Family & Community Support Services – 2024 Budget 14-27
 - (b) 6:50pm – Rhonda O’Neill & Jane Skocdopole, Stettler Public Library - 2024 Budget 28-41
 - (c) 7:05pm – Byron Geddes & Donna Morris – Stettler Regional Board of Trade – 2024 Budget 42-52
6. **Administration**
 - (a) Stettler Town & Country Museum – 2024 Budget 53-57
 - (b) 2023 Year in Review 58-77
 - (c) 2023 Tax Sale 78-80
 - (d) Chemical Bid Award 81-82
 - (e) IDP & ICF Review Committee – Appointment Verbal
 - (f) Meeting Dates
 - **Tuesday, December 12 – Interim Operating Budget Deliberations – 3:00pm – Council Chambers**
 - Tuesday, December 12 – COW – 4:30pm
 - Tuesday, December 19 – Council – 6:30pm
 - Tuesday, January 2 – Council – 6:30pm
 - Tuesday, January 9 – COW – 4:30pm
 - Tuesday, January 16 – Council – 6:30pm

**COUNCIL AGENDA
DECEMBER 5, 2023
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- **Monday, January 22 – 2024 Strategic Planning Workshop – 2:00pm – Council Chambers**
- **Tuesday, January 23 – 2024 Capital Budget Deliberations – 3:00pm – SRC HUB**

(g) Accounts Payable in the amount of \$453,590.54
(\$35,782.73 + \$61,574.06 + \$134,918.67 + \$199,118.66 + \$17,263.61 + \$4,932.81) 83-97

7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Parkland Regional Library System – November 16, 2023 98-108

9. **Public Hearing**

10. **Bylaws**

11. **Correspondence**

(a) Stettler RCMP – Q2 Municipal Report 109-113

(b) Rural Communities Summit – Save the Date 114

(c) Clearview Public Schools – Annual Local Governance Meeting 115

(d) Stettler Area Friendship Circle – National Day for Truth & Reconciliation 116

12. **Items Added**

13. **In-Camera Session**

14. **Adjournment**

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

Present:

Mayor S. Nolls

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

CAO L. Graham
Assistant CAO S. Gerlitz
Assistant CAO K. Hymers
Media (2)

Absent:

Call to Order:

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

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

Motion 23:11:14

Moved by Councillor Baker to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

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

Motion 23:11:15

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

MOTION CARRIED
Unanimous

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

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

Motion 23:11:16

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

MOTION CARRIED
Unanimous

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

4. **Citizen's Forum:**

- (a) 6:35pm – Jodi Chapman & Vicki Savage – Stettler & District Handibus Society 2024 Budget

Mayor Nolls welcomed J. Chapman and V. Savage to the meeting.

J. Chapman & V. Savage advised that each year, the Town of Stettler Council has allocated money to the Stettler & District Handibus Society. Funds are used for operation of the Handibus, and shortages in the budget deficit are made up with donations and fundraising. The Handibus is anticipating the same funding amount of \$25,000 from the town for this year.

J. Chapman and V. Savage advised that over the past few years, they have had to dip into their surplus to make up deficits that have occurred, despite diligent budgeting. One

of their major fundraisers have been casinos and while they are looking for other sources of funding, they are finding that there are few grants available for transportation.

The Handibus is the only wheelchair accessible public transportation within the Town and County of Stettler. The Stettler Handibus had a total of 4792 passengers as of December 31, 2022, 1679 of who used wheelchairs or walkers.

The Stettler Handibus Society has very carefully reviewed all aspects of our budget for 2024 and pared it down where possible, while still trying to retain realistic goals. The current fare per trip is \$6 each way, and the Society does not feel that they can increase the rate at this time.

This upcoming year, the Handibus Society will be in the planning stages of acquiring a new Handibus, as the lease on the current bus is finished in early 2025.

**HANDIBUS BUDGET
2024**

	Accumulated October 2023 End Total	PROJECTED TO YEAR END 2023	CURRENT BUDGET 2023	2024 BUDGET
HANDIBUS SOCIETY EXPENSES				
Administration				
SALARIES/WAGES				
Coord/Bkkr/Disp Wages	\$33,103.99	\$40,578.57	\$34,622.00	\$31,304.00
Driver Wages	\$39,773.89	\$48,212.70	\$44,579.00	\$44,096.00
Employer Contributions				
Coordinator	\$5,837.23	\$7,107.65	\$8,000.00	\$7,500.00
Drivers	\$3,835.34	\$4,940.72	\$4,500.00	\$5,000.00
TOTAL	\$82,550.45	\$100,839.64	\$91,701.00	\$87,900.00
OFFICE EXPENSE				
Telephone	\$103.20	\$121.70	\$200.00	\$200.00
Rent	\$4,000.00	\$4,800.00	\$4,800.00	\$4,800.00
Office Supplies/Copying	\$1,815.57	\$1,254.25	\$2,400.00	\$2,000.00
Driver Expense	\$80.00	\$120.00	\$400.00	\$400.00
Auditing	\$900.00	\$900.00	\$750.00	\$1,000.00
P.R./Advertising	\$3,245.59	\$3,245.59	\$100.00	\$100.00
Miscellaneous - Bank Charges	\$35.00	\$46.00	\$100.00	\$100.00
TOTAL	\$10,179.36	\$10,487.84	\$9,750.00	\$8,600.00
BUS EXPENSES				
Bus Lease	\$13,344.60	\$16,814.00	\$16,814.00	\$16,814.00
Fuel	\$10,908.18	\$13,070.28	\$16,000.00	\$16,000.00
Rprs/Tires/Mtrc/Insp	\$1,691.97	\$1,691.66	\$4,000.00	\$3,000.00
Insurance - vehicles & office	\$5,142.00	\$5,142.00	\$5,500.00	\$5,500.00
Radio License	\$168.88	\$168.00	\$160.00	\$175.00
GST Paid	\$1,684.04	\$2,052.84	\$2,500.00	\$2,500.00
Garage Utilities	\$1,229.51	\$1,308.42	\$2,000.00	\$2,000.00
Insurance for garage	\$113.93	\$113.93	\$150.00	\$150.00
TOTAL	\$34,283.11	\$40,361.13	\$47,124.00	\$46,139.00
EXPENDITURES	\$127,012.92	\$151,688.31	\$147,575.00	\$142,639.00
REVENUE				
Bus Lease (Donated Funds)	\$0.00	\$0.00	\$16,814.00	\$16,814.00
Passenger Fares	\$15,244.00	\$18,447.00	\$25,000.00	\$22,000.00
Other Donations	\$3,859.95	\$5,642.92	\$10,000.00	\$10,000.00
Interest Income	\$790.22	\$827.10	\$500.00	\$1,000.00
GST Rebate	\$1,562.31	\$1,562.00	\$1,300.00	\$1,400.00
Expense Recovery Coop rebate WCB refund Town utilities portion & Misc. Income	\$2,937.03	\$3,480.81	\$4,500.00	\$4,000.00
Casino Funds	\$23,955.90	\$23,955.90	\$5,000.00	\$6,500.00
C.I.P. Grant	\$0.00	\$0.00	\$12,629.00	
TOTAL	\$48,349.41	\$53,915.73	\$75,743.00	\$61,714.00
TOTAL (DEFICIT) SURPLUS	(\$78,663.51)	(\$97,772.58)	(\$71,832.00)	(\$80,925.00)
Town funding	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
County funding	\$25,000.00	\$25,000.00	\$20,000.00	\$25,000.00
Superfluity donations to year end	\$10,000.00	\$12,000.00	\$12,000.00	\$12,000.00
TOTAL FUNDING	\$60,000.00	\$62,000.00	\$57,000.00	\$62,000.00

Motion 23:11:17

Moved by Councillor Lawlor that the Town of Stettler Council accept the Stettler & District Handibus Society 2024 Operating Budget as presented, and further approves that a contribution to the Handibus Society in the amount of \$25,000 be included in the Town's 2024 Operating Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked J. Chapman & V. Savage for their presentation, and the Stettler Handibus for the excellent community service they provide.

J. Chapman and V. Savage left the meeting at 6:49 p.m.

(b) 6:50pm – Winnie Bissett, Ruby MacDonell & Amanda Nelson – Heartland Youth Centre 2024 Budget

Mayor Nolls welcomed W. Bissett, R. MacDonell, A. Nelson and Heartland Youth Centre Member, Reese, to the meeting.

W. Bissett advised that 2023 has been an interesting year for the Youth Centre. In June, after many months of discussion, the Board made the decision to leave the Big Brothers Big Sisters of Canada Association. The Youth Centre will continue to offer mentoring programs and mentoring groups at the schools and at the Youth Centre, but will no longer offer one-on-one community matches after year-end.

By year end of 2022, the Youth Centre memberships had reached an all-time high of 357, and are currently at 309 registered members. As mentioned last year, the mental, social, behavioral and financial needs of the members and their families have also increased. Some grants have helped cover a portion of staffing and program costs to address some of these issues.

The Board continues to enhance and improve on major fundraisers such as the Awesome Auction and Bowl for Kids, as well as seeking other funding opportunities.

HEARTLAND YOUTH CENTER BUDGET 2024

OPERATING EXPENSES	
Personnel	\$347 578
Program (supplies; bus costs; volunteers, staff training)	43 350
Admin (BGC fees, audit, CRM fees, office)	22 055
Facility (util., main., insur.)	37 300
Total	\$450 283
PROGRAM REVENUE	
Summer Student grants	9 500
Program/membership fees	32 900
Town of Stettler	50 000
Casino funds (utilities)	21 000
Casino funds (fac. Insur.)	4 000
GST rebate	1 000
Total	118 400
Deficit	\$331 883
2024 Projected fundraising	\$176 900
Projected shortfall	\$154 983

Motion 23:11:18

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the Heartland Youth Centre (HYC) 2024 Operating Budget as presented, and further approves that a contribution to the HYC in the amount of \$50,000 be included in the Town's 2024 Operating Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked W. Bissett, R. MacDonell, A. Nelson and Reese for their presentation, and the Heartland Youth Centre for the excellent community service they provide.

W. Bissett, R. MacDonell, A. Nelson and Reese left the meeting at 7:03 p.m.

Update

Mayor Nolls welcomed M. Jones to the meeting.

M. Jones advised that this fall, alongside Red Deer Polytechnic and HelpSeekers Technologies, the Central Alberta Child Advocacy Centre (CACAC) collaborated on a "State of Child Wellbeing" report to gain critical and valuable insight on the issue of child and youth safety in Central Alberta. The report is expected to debut to the public in early 2024 and is a comprehensive resource, a call to action, and a roadmap for all stakeholders invested in the wellbeing of children in Central Alberta.

CACAC is asking municipalities to partner with them on a 5-year commitment of \$10,000 annually, dedicated towards implementing a community strategy with education, training and evaluation that will create a lasting difference in each community.

Partner municipalities will receive an annual report on data-driven insights, a visual understanding of trends, challenge, and opportunities in each region. Beyond presenting these data and insights, this annual report will include actionable recommendations that can be translated into real-world impacts, policy reform and safer communities.

The Central Alberta Child Advocacy Centre (CACAC) works with children, youth, and families that have been affected by some form of abuse, maltreatment, and/or mental health. Together with their partners, the CACAC works to help the family navigate the system, connect them to programs and services to help them on their path to healing, and advocate for the child/youth. The CACAC has a multidisciplinary team that collaborates to provide an integrated action plan for the child/youth and get a full picture of the situation. The CACAC joins with key partners, including Child and Family Services, Alberta Health Services, Alberta Education and the RCMP.

The CACAC has partnered with the RCMP to conduct forensic interviews, when necessary, which are used as recorded statements during court proceedings. The aim is for the child to only tell their story one time in front of a highly trained specialist. These RCMP members work directly at the Centre of Excellence full time.

Impacts:

- 507 reports received
- 552 intake files
- 331 child forensic interviews (average 25 per week)
- 544 children & families served
- 1755 services offered
- 260 facility dog supports

Motion 23:11:19

Moved by Councillor Lawlor that the Town of Stettler Council accept the presentation for information and refer the Central Alberta Child Advocacy Centre funding request to a future Committee of the Whole Meeting.

MOTION CARRIED
Unanimous

Mayor Nolls thanked M. Jones for his presentation and applauded the important work of the CACAC.

M. Jones left the meeting at 7:23 p.m.

5. **Delegations:** (a) None

6. **Administration:** (a) Committee of the Whole Recommendations – November 14, 2023

Motion 23:11:20 Moved by Councillor Smith that the Town of Stettler Council approve the Town of Stettler joining Alberta’s Extended Producer Responsibility Regulation.

MOTION CARRIED
Unanimous

Motion 23:11:21 Moved by Councillor Randell that the Town of Stettler add an amendment to Schedule A of Bylaw 2147-22, as outlined under 10(a).

MOTION CARRIED
Unanimous

(b) Joint Fire Services Agreement – County of Stettler

CAO Graham advised that following the Joint Meeting of the County of Stettler and Town of Stettler Councils, the agreed upon changes have been made to the 2023 Joint Fire Services Agreement.

Motion 23:11:22 Moved by Councillor Baker that the Town of Stettler Council sign the 2023 Joint Fire Services Agreement in partnership with the County of Stettler.

MOTION CARRIED
Unanimous

(c) 2024 Bad Debt Write-Offs

Assistant CAO Gerlitz advised that Policy VII-5(b) requires the Assistant CAO to present a Statement of the Bad Debt Write-Offs to Town Council prior to December 31st of each year. Town Council is required to authorize the write-off accounts in excess of \$300.00. The Assistant CAO is also required to disclose the total dollar value of Bad Debts under \$300 that will be written off. Collection activity procedures will continue after an account has been written off.

HISTORY:	2020	2021	2022	2023	2023 A/C's over \$300	2022 A/C's over \$300	2021 A/C's over \$300	2020 A/C's over \$300
Utilities	\$6103.26	\$15,935.87	\$7730.19	4069.81	7	13	21	13
Accounts Receivable								
Fire Calls A/R		\$5479.73	0.00	0.00	0	0	3	0
Lions Campground				0.00	0			0
Taxes		\$561.26	0.00	\$659.60	1	0	1	0
Business Taxes				0.00	0			
Community Hall				0.00	0			
Recreation Fees					0			
TOTALS	\$6103.26	\$21976.86	\$7730.19	\$4729.41	8	13	25	13

For 2023, \$4729.47 should be expensed as bad debts in excess of \$300.00, which represents seven (7) accounts.

Additionally, ten (10) accounts under \$300 have been expensed totaling \$1515.79, and fifteen (15) inactive accounts

have been expensed with credit balances totaling \$492.30.

Based on local 2023 utility revenues to date of approximately \$2,934,783.16, the utility write-offs totaling \$5585.60 represents 0.19% of revenues (2022=0.30%).

Motion 23:11:23

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the 2023 Bad Debt Write-Off of seven (7) accounts, each in excess of \$300, totaling \$4729.41, and further acknowledges that an additional ten (10) accounts, each under \$300, totaling \$1515.79 and fifteen (15) credit balances totaling \$492.30 will be written-off under Administration's authority.

MOTION CARRIED
Unanimous

(d) CAO Reports

Motion 23:11:24

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

MOTION CARRIED
Unanimous

(e) 2023 Budget Summary – October 31, 2023

Motion 23:11:25

Moved by Councillor Randell that the Town of Stettler Council approve the 2023 Budget Summary as of October 31st, 2023 as presented.

MOTION CARRIED
Unanimous

(f) 2023 Capital Budget Summary – October 31, 2023

Motion 23:11:26

Moved by Councillor Baker that the Town of Stettler Council approve the 2023 Capital Budget Summary as of October 31st, 2023 as presented.

MOTION CARRIED
Unanimous

(g) Bank Reconciliation – September 30, 2023

Motion 23:11:27

Moved by Councillor Lawlor that the Town of Stettler Council accept the Bank Reconciliations as of September 30th and October 31st, 2023 as presented.

MOTION CARRIED
Unanimous

(h) Meeting Dates

- Tuesday, November 14 – COW – 4:30pm
- Tuesday, November 21 – Council – 6:30pm
- Tuesday, December 5 – Council – 6:30pm
- **Tuesday, December 12 – Interim Operating Budget Deliberations – 3:00pm – Council Chambers**
- Tuesday, December 12 – COW – 4:30pm
- Tuesday, December 19 – Council – 6:30pm
- Tuesday, January 2 – Council – 6:30pm

- Tuesday, January 9 – COW – 4:30pm
- Tuesday, January 16 – Council – 6:30pm
- **Monday, January 22 – 2024 Strategic Planning Workshop – 2:00pm – Council Chambers**
- **Tuesday, January 23 – 2024 Capital Budget Deliberations – SRC HUB**

(i) Accounts Payable in the amount of \$1,323,028.53

Motion 23:11:28

Moved by Councillor Smith that the Accounts Payable in the amount of \$1,323,028.53 be paid as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- November 8 – Talk of the Town
- November 10 – Joint Council Fire Agreement Meeting
- November 10 – Signed Cheques at the Town Office
- November 11 – Remembrance Day Ceremony
- November 14 – Stettler Board of Trade Meeting
- November 14 – Committee of the Whole Meeting
- November 15 – Talk of the Town
- November 15 – Economic Development Committee
- November 16 – County of Stettler Housing Authority
- November 17 – Signed Cheques at the Town Office
- November 17 – Stettler Waste Management Authority
- November 20 – Physician Recruitment & Retention Meeting

(b) Councillor Baker

- November 10 – Joint Council Fire Agreement Meeting
- November 14 – Stettler Board of Trade Meeting
- November 14 – Committee of the Whole Meeting
- November 16 – Red Deer River Municipal User Group Meeting
- November 17 – Stettler Waste Management Authority
- November 20 – Board of Trade Big Jack Classic Planning

(c) Councillor Barros

- November 10 – Joint Council Fire Agreement Meeting
- November 14 – Committee of the Whole
- November 17 – Stettler Waste Management Authority

(d) Councillor Lawlor

- November 10 – Joint Council Fire Agreement Meeting
- November 14 – Stettler Board of Trade Meeting
- November 14 – Committee of the Whole Meeting
- November 15 – Economic Development Committee Meeting
- November 15 – Stettler Library Board Meeting
- November 16 – Parkland Regional Library Services Meeting

(e) Councillor Pfeiffer

- November 10 – Joint Council Fire Agreement Meeting
- November 14 – Stettler Regional Board of Trade Meeting
- November 14 – Committee of the Whole
- November 15 – Economic Development Committee
- November 15 – Stettler Learning Centre Meeting

November 20 – Stettler FCSS Meeting
November 21 – PAC Enhancement Grant Meeting

(f) Councillor Randell

November 14 – Committee of the Whole Meeting
November 15 – Economic Development Committee Meeting
November 16 – County of Stettler Housing Authority
November 20 – Physician Attraction & Retention Committee
November 20 – Stettler Town & Country Museum Board

(g) Councillor Smith

November 10 – Joint Council Fire Agreement Meeting
November 14 – Committee of the Whole
November 20 – Stettler FCSS Meeting

Motion 23:11:29

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

MOTION CARRIED
Unanimous

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

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

10. **Bylaws:** (a) Bylaw 2164-23 – Non-Residential Tax Incentive Bylaw Amendment

Mayor Nolls advised that Bylaw 2164-23 is a bylaw to amend Schedule A of Bylaw 2147-22: New or Revitalized Business Property Tax Incentive.

Following the tentative first reading of Bylaw 2164-23, notice will be posted for a Public Hearing on December 19th, 2023.

Motion 23:11:30

Moved by Councillor Lawlor that the Town of Stettler Council give first reading to Bylaw 2164-23.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Central Alberta Economic Partnership – Business & Blue Jeans Invitation
(b) Red Deer River Watershed Alliance – Municipal Support Letter

Motion 23:11:31

Moved by Councillor Baker that the Town of Stettler accept the Correspondence items (a-b) for information.

MOTION CARRIED
Unanimous

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

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

14. **Adjournment:**

Motion 23:11:32

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

Unanimous at 8:02 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: Leann Graham, CAO

From: Steven Gerlitz, Asst. CAO

Date: December 5, 2023

Re: Shelly Walker & Cindy MacDonell – 2024 FCSS Budget

Recommendation

That the Town of Stettler Council approve the balanced 2024 Operating Budget for the FCSS in the amount of \$489,404.24 as presented. Further approves the inclusion of \$205,274.61 in the Town's 2024 Budget for the FCSS representing \$41,055 in Town Funding (20%) and \$164,220 in Provincial funding (80%)

Background Information

Shelly Walker and Cindy MacDonell will be in to present the Stettler FCSS 2024 Budget to Council.

Plans & Bylaws

Financial Implications

2024 Budget - \$205,275 - \$41,055 (20% Town Municipal Portion) / \$164,220 (80% Provincial Portion)

Actual

2023 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2022 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2021 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2020 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2019 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2018 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2017 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2016 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2015 - \$173,517 - \$32,739 (20% Town Municipal Portion) / \$140,778 (80% Provincial Portion)
2014 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2013 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2012 - \$178,695 - \$47,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2011 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2010 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2009 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,314 (80% Provincial Portion)
2008 - \$173,185 - \$31,940 (20% Town Municipal Portion) / \$141,245 (80% Provincial Portion)
2007 - \$140,236 - \$28,047 (20% Town Municipal Portion) / \$112,189 (80% Provincial Portion)

Alternatives to the Recommendation

- That Council consider an increase to the required minimum 20% Municipal funding

Points to Ponder

Communication

- Leann Graham – CAO
- Shelly Walker – Executive Director, FCSS

Documentation

- Copy of Stettler FCSS 2024 Budget and background information

*WHEN THE ROOTS ARE
DEEP... THERE IS NO REASON
TO FEAR THE
WIND...*





*FCSS 2024
BUDGET
PRESENTATION*

COMMUNITY PARTNERSHIPS

Stettler & District Food Bank
County of Stettler Housing Authority
Stettler & District Handibus
Home Support
Help Line
Superfluity
Prevention of Family Violence
Turning Point
Clearview Public Schools
Victim Services
Stettler Information & Referral

Agency Resource Committee
Stettler Hamper Society
Disaster Social Services
Stettler & District AG Society
Stettler Regional Day Care Society
Stettler & District Public Library
Alzheimer Association
Family Resource Network
CARS
Meals on Wheels
Rural Mental Health Project

FCSS PROGRAMING & SERVICES

Community Navigation Services

Rural Mental Health Project

Grief & Loss Support

Rent Smart

Financial Literacy

Family Counselling

Seniors Supports

Federal and Provincial Form Assistance

In-Kind Admin Support/Office Space for Non-Profits

Commissioner of Oaths

Public Computer & Internet Access

SMART Recovery

Seniors Week
Hygiene Bags
CARS Program
Volunteer Tax Program
CRA Outreach Presentations
Harm Reduction
Tools for School
Volunteer Driver Program



COMMUNITY OUTREACH

COMMUNITY ENGAGEMENT

AG Society Pancake Breakfast
Stettler Wellness Network
Family Day Winter Carnival
Career Assistance Network
Home Alone Course
Do More Ag-Talk Ask Listen
Close Connections- Suicide Prevention
Naloxone Training



Tools for School
"Pack the Pickup"

BBQ and School Supply Fundraiser

August 15th, 2023
FCSS 4720-50 Street
BBQ by donation 11am-2pm
We will be collecting school supply or cash donations from 9am-4pm

Supplies Needed:

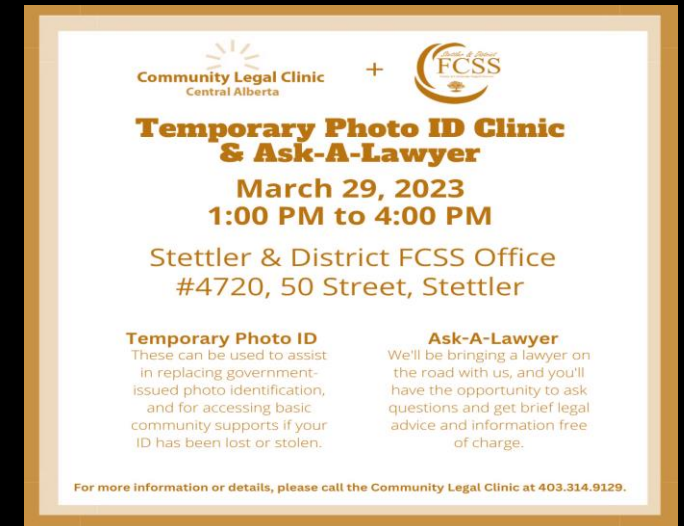
- backpacks
- duo-tangs
- pencils
- pencil crayons
- box crayons
- white glue
- glue sticks
- scissors
- pencil cases
- 1" binders
- 2" binders
- highlighters
- blue pens
- red pens
- coloured markers
- calculators
- rulers
- white erasers
- pencil sharpeners
- sharpie markers
- pkg dividers
- geometry sets
- headphones

If you require assistance: Contact FCSS at 403-742-2337 for details



Volunteer Tax Program

PEOPLE
HELPING
PEOPLE



Community Legal Clinic
Central Alberta

FCSS

**Temporary Photo ID Clinic
& Ask-A-Lawyer**

March 29, 2023
1:00 PM to 4:00 PM

Stettler & District FCSS Office
#4720, 50 Street, Stettler

Temporary Photo ID
These can be used to assist in replacing government-issued photo identification, and for accessing basic community supports if your ID has been lost or stolen.

Ask-A-Lawyer
We'll be bringing a lawyer on the road with us, and you'll have the opportunity to ask questions and get brief legal advice and information free of charge.

For more information or details, please call the Community Legal Clinic at 403.314.9129.

EVENTS FROM 2023

P & H Elevator Pancake Breakfast



EVENTS FROM 2023

CANADA DAY



SENIORS WEEK 2023



Volunteer Appreciation 2023

*Thank you
for being a selfless, generous, thoughtful
volunteer.*



You have helped make a difference in the lives of many!

Please allow us to show our appreciation

April 20th, 2023

Stettler Ag Society 4516-52 Street

Beef on a Bun and Entertainment

Drop in from 4-7pm



2023 STATISTICS

JANUARY-OCTOBER

2023	Phone	Walk-in	email	Seniors	Federal	Taxes	EI	Alberta Works	Child & Family Services	Mental Health	Family Counsellor	General	Outside Referrals	Program Participants
Yearly Totals	5426	11,083	3345	458	300	329	57	453	15	51	66	2090	692	1019

2024 BUDGET

FCSS BUDGET 2024		
REVENUE	2023	2024
Provincial FCSS Town Grant 80%	157,148.00	164,219.66
Town of Stettler Municipal Contribution 20%	39,287.00	41,054.95
Provincial FCSS County Grant 80%	172,715.00	180,487.18
County of Stettler Municipal Contribution 20%	43,179.00	45,121.80
Child & Family Services Grant	50,000.00	50,000.00
Grant Revenue		
TOTAL REVENUE	462,329.00	480,883.59
Programming	279,599.00	273,842.71
Administration	134,025.00	146,811.58
Equipment	10,450.00	15,850.00
Maintenance	13,200.00	12,000.00
Board/Staff Expense	6,050.00	6050.00
Office Expense	24,145.00	28,400.00
Audit & Bank Fees	6,572.50	6450.00
TOTAL EXPENSES	468,126.25	489,404.24
DEFICIT/SURPLUS	(5,797.25)	(8,520.65)

2023 Grant income \$50,595.71

Thank You For your Continued Support



Merry Christmas
Lorem ipsum dolor sit amet, consectetur adipiscing elit.

Merry Christmas from the FCSS Board & Staff

MEMORANDUM

To: Leann Graham, CAO

From: Steven Gerlitz, Asst. CAO

Date: December 5, 2023

Re Rhonda O’Neill, Library Manager and Jane Skocdopole, Board Chair - Stettler Public Library – 2024 Budget

Recommendation

That the Town of Stettler Council approve the Stettler Public Library 2024 Operating Budget as presented with a Town contribution in the amount of \$251,779.00

Background Information

Rhonda O’Neill, Library Manager and Jane Skocdopole, Board Chair of the Stettler Public Library will be in present the Stettler Public Library 2024 Budget to Council.

Financial Implications

2024 Budget - \$251,779 (2023 - \$251,766 - \$13 (0.005%) difference)

Town of Stettler								
Stettler Public Library 2024 Requisition								
Library Budget		2020	2021	2022	2023	2024	2025	2026
<u>Revenue</u>								
Donations / Fundraising		\$24,533.00	\$16,033.00	\$23,333.00	\$28,000.00	\$24,000.00	\$24,000.00	\$24,000.00
Fundraising								
Grants		\$82,727.00	\$82,742.00	\$85,727.00	\$83,742.00	\$97,681.00	\$97,681.00	\$97,691.00
Other Revenue		\$450.00	\$30,750.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Sales and Service		\$4,300.00	\$4,300.00	\$5,077.32	\$4,788.00	\$6,990.00	\$6,990.00	\$6,990.00
Total Revenue before Requisitions		\$112,010.00	\$133,825.00	\$115,137.32	\$117,530.00	\$129,671.00	\$129,671.00	\$129,681.00
<u>Requisitions</u>								
	Town of Stettler - 65%	\$250,181.69	\$238,491.73	\$250,116.69	\$251,766.00	\$251,778.80	\$254,350.09	\$256,940.59
	County of Stettler - 35%	\$134,713.21	\$128,418.62	\$134,678.22	\$135,586.00	\$135,573.20	\$136,957.74	\$138,352.63
Total Revenue		\$496,904.90	\$500,735.35	\$499,932.22	\$504,882.00	\$517,023.00	\$520,978.83	\$524,974.22
<u>Expenses</u>								
Board Expenses		\$3,700.00	\$3,300.00	\$2,100.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00
Equipment		\$17,000.00	\$16,500.00	\$14,700.00	\$14,700.00	\$14,400.00	\$14,400.00	\$14,400.00
Fundraising		\$4,000.00	\$2,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Library Expenses		\$33,550.00	\$32,600.00	\$31,800.00	\$31,500.00	\$32,527.00	\$32,527.00	\$32,527.00
Office / Maintenance		\$60,500.00	\$62,700.00	\$62,700.00	\$62,500.00	\$62,124.00	\$62,124.00	\$62,124.00
Audit / Bank		\$1,700.00	\$1,700.00	\$4,000.00	\$1,700.00	\$1,600.00	\$1,600.00	\$1,600.00
Requisitions Payable		\$5,912.00	\$5,912.00	\$5,912.00	\$5,912.00	\$6,189.00	\$6,189.00	\$6,189.00
Staff Expenses		\$9,250.00	\$9,250.00	\$9,250.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff remuneration		\$361,292.00	\$366,773.35	\$365,470.22	\$383,970.00	\$395,583.00	\$399,538.83	\$403,534.22
Total Expenses		\$496,904.00	\$500,735.35	\$499,932.22	\$504,882.00	\$517,023.00	\$520,978.83	\$524,974.22
Total Revenue before Requisitions		\$112,010.00	\$133,825.00	\$115,137.32	\$117,530.00	\$129,671.00	\$129,671.00	\$129,681.00
Total Requisition		\$384,894.00	\$366,910.35	\$384,794.90	\$387,352.00	\$387,352.00	\$391,307.83	\$395,293.22
	Town of Stettler - 65%	\$250,181.69	\$238,491.73	\$250,116.69	\$251,766.00	\$251,778.80	\$254,350.09	\$256,940.59
	County of Stettler - 35%	\$134,713.21	\$128,418.62	\$134,678.22	\$135,586.00	\$135,573.20	\$136,957.74	\$138,352.63
	Percentage Increase	1.82%	-4.67%	4.87%	0.66%	0.01%	1.02%	1.02%
		\$4,479.64	-\$11,689.96	\$11,624.96	\$1,649.32	\$12.80	\$2,571.29	\$2,590.50

Actual

2023 - \$251,766
2022 - \$250,117
2021 - \$238,491
2020 - \$250,182
2019 - \$245,702
2018 - \$237,244
2017 - \$231,334
2016 - \$232,962
2015 - \$219,056
2014 - \$197,167

Communication

- Leann Graham – CAO
- Rhonda O'Neill, Library Manager - Stettler Public Library

Documentation

- Copy of Stettler Public Library 2024 Budget and background information

Stettler Public Library

2024 Budget Presentation

In the heart of our community, the library is a hub, helping residents of all ages to connect with information and with one another.

The Stettler Public Library is a member of the Parkland Regional Library System, this helps us connect community members with information and library collections from across the province and around the world.



Statistics Overview – Circulation, Membership, Visits, Programs and Outreach



Circulation

73,082 YTD for 2023
81,737 for 2022



Members

1,408 active card holders* in 2023
versus 1,199 active card holders in 2022



Library Visits

56,856 YTD for 2023
55,105 for 2022



Programming

477 programs with 5,086 guests to date for 2023
414 programs with 4,426 guests in 2022



Outreach

2,539 YTD for 2023
2,570 for 2022

How Does Stettler Public Library compare to other Parkland Libraries?

2022 Circulations:									
Location	Populations	Books	Movies, games, equipment	EBooks	EAudiobooks	Other Econtent	In house us	Total Circs	
Blackfalds	10125	66977	4086	2172	3682	714	6670	84301	
Camrose	18742	111715	21760	4627	11964	3809	4731	158606	
Carstairs	4077	42843	4398	1504	3970	1633	1628	55976	
Didsbury	5265	48655	13956	2116	4474	240	2868	72309	
Innisfail	7847	52106	8974	2222	3670	527	55	67554	
Lacombe	13985	121661	16552	3891	8922	3404	29780	184210	
Olds	9184	70509	11973	1830	5218	2367	3330	95227	
Ponoka	7229	54649	8851	1318	3247	795	20	68880	
Rocky Mountain House	6635	67291	13884	2454	7776	1360	2531	95296	
Stettler	5952	62318	13162	2314	3738	819	2619	84970	
Sylvan Lake	14816	60190	10198	3320	5395	1388	48	80539	

Community Impact: Library Initiatives and Outreach Efforts in 2023



SOARING Pilot Project Youth 12-24



Minds in Motion –Living with Dementia



Outreach to Seniors and Colonies



National Day for Truth & Reconciliation

Stettler Public Library: Supporting Municipal Priorities



Fostering economic growth, job creation, and entrepreneurship.

- By providing access to business-related books and information
- By offering internet, computers and software
- By providing assistance with market research and grant applications
- By helping individuals complete work related training and resume preparation



Attracting and retaining residents

- Access to a vibrant public libraries is something that attracts businesses and new residents to a community.
- Family programs and resources are attractive to individuals considering settling down in a community.
- Libraries provide a place for people to meet and connect with others in the community.

Supporting Municipal Priorities (continued)



Providing access to resources to improve the overall health and welfare of residents:

- Libraries provide books and information for people on health topics, wellness practices and healthy living
- Library programming highlights healthy living and social connection (nutrition, cooking classes, support groups like Al Anon, gentle yoga, and more)

Promoting recreational activities, facilities, and events that enhance the overall well-being of residents.

- By partnering with the Town, County and other local organizations to provide events and activities for all residents (e.g. Family Day events at the SRC, Canada Day events at the Museum, Culture Days activities throughout September).
- By hosting a Summer Reading Club so that children have fun and free activities to keep them busy throughout the summer while helping to prevent the summer slide.



Residents Agree that Libraries are Important

I appreciate the programs for my family. My kids love coming.

Thank you Zoe, Jaden, and Keyanna! You did an excellent job running the summer reading club this year! My daughter had so much fun!

The library is a safe and quiet space where I feel welcome. I love ordering books from other libraries - what a great service!

It's a safe place for kids 9+ to go after school until parents are done working. I love knowing that they're somewhere safe and not out running around on the streets.

The flexibility and openness to work outside the box. It's a real community hub!

It's a great place, good books and programs. Very helpful staff as well.

In a recent survey administered through TrendWatchAlberta between April 11 and 25, 2023, **81% of those surveyed agreed or strongly agreed with the statement "I see value in public libraries."**

2024 Library Budget Breakdown: Library Expenses

	2023 Budget	2024 Budget
EXPENSES		
Board Expenses	\$2,600.00	\$2,600.00
Equipment	\$14,700.00	\$14,400.00
Fundraising Expenses	\$2,000.00	\$2,000.00
Library Materials and Programming	\$31,500.00	\$32,527.00
Office & Maintenance	\$62,500.00	\$62,124.00
Audit & Bank Fees	\$1,700.00	\$1,600.00
Requisitions Payable	\$5,912.00	\$6,189.00
Staff Wages and Expenses	\$383,970.00	\$395,583.00
TOTAL EXPENSES	\$504,882.00	\$517,023.00

Investing in Community Enrichment and Lifelong Learning

		2023 Budget	2024 Budget
REVENUE			
Donations / Fundraising		\$28,000.00	\$24,000.00
Grants		\$83,742.00	\$97,681.00
Sales, Services and other		\$5,788.00	\$7,990.00
Requisitions			
Town of Stettler		\$251,766.00	\$251,766.00
County of Stettler		\$135,586.00	\$135,586.00
TOTAL REVENUE		\$504,882.00	\$517,023.00

Thank you for your continued support!



Stettler Public Library Budget 2024

	2023 Budget	2024 Budget
REVENUE		
Donations / Fundraising	\$28,000.00	\$24,000.00
Grants	\$83,742.00	\$97,681.00
Sales, Services and other	\$5,788.00	\$7,990.00
Requisitions		
Town of Stettler	\$251,766.00	\$251,766.00
County of Stettler	\$135,586.00	\$135,586.00
TOTAL REVENUE	\$504,882.00	\$517,023.00
EXPENSES		
Board Expenses	\$2,600.00	\$2,600.00
Equipment	\$14,700.00	\$14,400.00
Fundraising Expenses	\$2,000.00	\$2,000.00
Library Materials and Programming	\$31,500.00	\$32,527.00
Office & Maintenance	\$62,500.00	\$62,124.00
Audit & Bank Fees	\$1,700.00	\$1,600.00
Requisitions Payable	\$5,912.00	\$6,189.00
Staff Wages and Expenses	\$383,970.00	\$395,583.00
TOTAL EXPENSES	\$504,882.00	\$517,023.00

MEMORANDUM

To: Leann Graham, CAO
From: Steven Gerlitz, Asst. CAO
Date: December 5, 2023
Re: Byron Geddes, Executive Director and Donna Morris - Stettler Regional Board of Trade 2024 Budget

Recommendation

That the Town of Stettler Council refer the Stettler Regional Board of Trade 2024 Budget as presented, with a net contribution of \$393,145 from the Town to the Council 2024 Interim Operating Budget.

Background Information

Byron Geddes, Executive Director, and Donna Morris - Stettler Board of Trade will be in to present the Stettler Board of Trade 2024 Budget to Council.

Financial Implications

2024 BOT Revenue	-	\$146,570	(2023 - \$141,300 – diff	(\$5,270 increase – programs “big jack classic”)
2024 BOT Expense	-	\$539,715	(2023 - \$555,087 – diff	(-\$15,372 decrease – programs (-\$12,880)
2024 Budget (net)	-	\$393,145	(2023 - \$413,787 - diff	(-\$20,642)

(net contribution (From business taxes, business licenses and general taxes)

- \$6,400 – Business Taxes (2024 Budget)
- \$90,000 – Business Licenses (2024 Budget)
- \$296,745 – General Taxes (2023 - \$317,387 / (-\$20,642) difference)

Community Development (Council – Budget - \$44,000)

- \$3,000 – Adult Learning
- \$2,500 – Taste of the Heartland
- \$38,500 – Account Balance

Prior net contributions

2024 - \$393,145 - current

2023 - \$413,787

2022 - \$372,776

2021 - \$372,805

2020 - \$336,210

2019 - \$293,217

2018 - \$258,607

2017 - \$251,168

2016 - \$251,172

2015 - \$217,670

2014 - \$240,110

2013 - \$208,830

2012 - \$205,670

2011 - \$227,870

2010 - \$218,005

2009 - \$160,450

Alternatives to the Recommendation

- Ask the Board of Trade to reconsider budget.

Communication

- Leann Graham – CAO
- Byron Geddes - Executive Director, Stettler Board of Trade

Documentation

- Copy of Stettler Board of Trade 2024 Budget and background information

TOWN OF STETTLER 2024 - 2026 OPERATING BUDGET

Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual - Dec 31	2022 Budget	2023 Budget	2023 Actual Sept 30, 2023	2024 Budget	2024 Actual January 31, 2024	2025 Budget	2026 Budget
1-64-02-00-00-490	BOT - Souvenir Sales	1,422.15	219.54	682.47	62.05	25.00	14.44	100	73.37	1,500	1,500	272.84	500	-	500	600
1-64-02-00-00-491	BOT - Other Goods & Services	1,707.68	-	-	-	-	41.25	-	-	-	-	-	-	-	-	-
1-64-02-00-00-492	BOT - Other Tourism	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-00-00-493	BOT - Promotion	-	-	-	54.84	130.95	-	-	-	-	-	-	-	-	-	-
1-64-02-00-00-494	BOT - Community Event	-	19,593.81	2,099.50	-	500.00	674.52	-	909.18	-	-	-	-	-	-	-
1-64-02-00-00-520	BOT - Chamber Membership	-	-	-	-	300.00	865.60	150	150.00	-	-	150.00	150	-	150	150
1-64-02-00-00-550	BOT - Interest	582.99	665.68	1,241.92	1,553.33	696.75	417.96	900	1,603.71	900	900	4,762.94	900	-	900	900
1-64-02-00-00-560	BOT - Brochure Advertising	3,714.31	5,828.38	5,714.29	7,190.48	3,917.14	6,224.00	6,000	-	6,000	6,000	9,536.60	-	-	7,000	-
1-64-02-00-00-561	BOT - Meeting Room Rental	664.99	678.17	150.00	411.43	180.00	30.00	150	188.57	150	150	65.00	150	-	150	150
1-64-02-00-00-590	BOT - Donations	20.29	15.00	-	133.33	6.10	50.00	-	-	-	-	-	-	-	-	-
1-64-02-00-00-591	BOT - Group Insurance Commission	2,210.95	1,915.13	2,670.33	3,353.84	3,800.95	2,737.84	3,000	3,425.04	2,500	2,500	2,765.97	3,000	-	3,000	3,000
1-64-02-00-00-832	BOT - SCP Grant	3,528.00	-	-	-	54,129.47	-	-	-	-	-	-	-	-	-	-
1-64-02-00-00-840	BOT - Provincial Grant	-	7,432.66	188.10	10,161.46	17,625.65	951.74	2,000	1,593.13	-	-	3,600.00	-	-	-	-
1-64-02-00-00-842	BOT - STEP Grant	-	-	2,205.00	-	4,694.00	9,168.00	-	-	-	-	5.00	-	-	-	-
1-64-02-00-00-850	BOT - Town of Stettler	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-00-00-851	BOT - County of Stettler	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-00-00-852	BOT - Other Municipalities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-00-01-852	BOT - Other Muni - Memberships	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Subtotal Board of Trade	13,851.36	36,348.37	14,951.61	22,920.78	86,006.01	21,175.35	12,300.00	7,943.00	11,050.00	11,050.00	21,178.35	4,700.00	-	11,700.00	4,800.00
1-64-02-03-01-490	BOT - Project - Home Show	-	5,111.34	1,657.15	2,762.87	76.19	-	-	500.00	-	-	2,415.00	5,000	-	-	-
1-64-02-03-01-490	BOT - Project - Downtow Business Association	-	-	-	-	-	423.67	-	-	-	-	-	-	-	-	-
1-64-02-03-04-490	BOT - Project - Shop Stettler	8,573.30	7,907.09	9,380.13	12,747.03	10,968.10	4,573.56	13,000	14,659.05	12,000	12,500	2,075.00	10,000	-	10,000	12,000
1-64-02-03-06-490	BOT - Project - Business Wall	3,825.24	2,490.00	1,350.00	230.00	3,386.98	-	3,000	-	2,500	2,500	905.00	1,000	-	1,000	1,500
1-64-02-03-07-490	BOT - Project - General Meeting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-03-08-490	BOT - Project - Trade Show	42,087.04	90,761.66	65,943.84	72,555.54	320.96	1,117.17	75,000	71,221.36	74,000	76,250	50,722.10	70,000	-	70,000	75,000
1-64-02-03-09-490	BOT - Project - Seminars/Workshops	6,538.49	-	2,312.39	2,523.26	476.19	20.00	500	-	500	500	-	500	-	500	500
1-64-02-03-10-490	BOT - Project - Luncheons	-	106.49	118.13	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-03-11-490	BOT - Project - Heartland Dollars	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-03-12-490	BOT - Project - Dr. Recruitment	4,885.53	743.41	831.01	45,399.13	6,000.00	-	5,500	-	3,000	3,000	-	-	-	-	-
1-64-02-03-13-490	BOT - Project - Awards Banquet	11,058.66	8,507.18	18,668.05	13,418.46	4,933.33	800.00	14,000	12,581.22	14,000	14,500	3,945.25	7,500	-	7,500	7,500
1-64-02-03-14-490	BOT - Destination Stettler	4,897.63	592.01	2,331.12	8,221.82	3,864.09	9,481.65	2,750	5,092.59	5,000	5,000	66.67	3,000	-	3,000	3,000
1-64-02-03-15-490	BOT - Project - Greenlab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1-64-02-03-16-490	BOT - Project - Subscription Box	-	-	-	-	-	1,267.38	-	313.68	-	-	-	-	-	-	-
1-64-02-03-19-490	BOT - Project - Dignitary Luncheon	-	-	-	-	-	664.06	1,000	-	-	1,500	736.25	1,500	-	1,500	1,500
1-64-02-03-24-490	BOT - Project - Taste of the Heartland	-	-	5,608.50	13,638.57	1,212.99	-	15,450	12,446.90	14,500	14,500	9,643.58	17,500	-	17,500	17,500
1-64-02-03-26-490	BOT - Project - Big Jack Classic	68,532.61	62,155.52	76,931.76	99,143.67	57,535.85	73,769.29	88,580	433.33	-	-	32,043.56	25,000	-	20,000	20,000
1-64-02-03-27-490	BOT - Project 1	-	(8.33)	1,270.65	-	-	18,074.52	-	-	-	-	(21.00)	-	-	-	-
	Subtotal Project	150,398.50	178,366.37	186,402.73	270,640.45	88,774.68	110,191.30	218,780.00	117,248.13	125,500.00	130,250.00	102,531.39	141,000.00	-	131,000.00	138,500.00
1-64-03-00-00-560	HBC - Corn Garden - Rental	600.00	788.40	762.84	1,045.00	468.59	385.71	1,045	295.00	870	870	290.00	870	-	870	870
1-64-03-00-00-590	HBC - Donation	97.00	5,760.00	49,665.53	1,620.00	-	1,374.73	-	15,000.00	-	-	-	-	-	-	-
1-64-03-00-00-850	HBC - Town Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Subtotal Heartland Beautification Com.	697.00	6,548.40	50,428.37	2,665.00	468.59	1,760.44	1,045.00	15,295.00	870.00	870.00	290.00	870.00	-	870.00	870.00
	Total Board of Trade	164,946.86	221,263.14	251,782.71	296,226.23	175,249.28	133,127.09	232,125.00	140,486.13	137,420.00	142,170.00	123,999.74	146,570.00	-	143,570.00	144,170.00

TOWN OF STETTLER 2024 - 2026 OPERATING BUDGET

	Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual - Dec 31	2022 Budget	2023 Budget	2023 Actual Sept 30, 2023	2024 Budget	2024 Actual January 31, 2024	2025 Budget	2026 Budget
BOT	2-64-02-00-00-111	BOT - Admin - Salary	71,015.54	72,871.71	73,789.72	84,847.62	95,842.69	83,260.50	94,590	108,577.66	105,050	108,110	71,658.02	108,550	-	109,490	111,940
BOT	2-64-02-00-00-112	BOT - Admin - Wages	44,085.41	51,316.25	48,460.52	48,224.64	48,850.31	55,673.90	53,130	59,269.68	56,910	60,970	38,855.35	66,730	-	70,790	72,310
BOT	2-64-02-00-00-131	BOT - EOC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-00-00-211	BOT - Admin - Travel & Subs.	4,888.79	3,497.93	4,029.75	4,514.52	2,151.72	1,614.89	3,750	2,495.28	4,000	4,000	2,987.51	4,000	-	4,000	4,000
BOT	2-64-02-00-00-214	BOT - Admin - Group Memberships	4,193.96	7,283.95	7,587.43	7,944.50	8,408.18	6,986.98	5,000	5,843.90	8,700	8,950	5,864.70	7,500	-	7,500	7,500
BOT	2-64-02-00-00-216	BOT - Admin - Training/Workshops	1,871.57	2,577.82	1,686.04	5,714.68	5,788.60	3,245.03	4,000	266.54	4,000	4,000	3,166.25	6,000	-	6,000	6,000
BOT	2-64-02-00-00-811	BOT - Admin - Bank Service Charge	-	-	-	-	3,460.84	3,761.53	-	2,059.16	-	-	2,772.74	-	-	-	-
BOT		Subtotal Market Corp - Admin	126,055.27	137,347.66	135,563.46	151,245.96	165,502.34	154,542.83	160,470.00	178,512.22	178,660.00	186,030.00	124,702.57	192,780.00	-	197,780.00	201,750.00
BOT																	
BOT	2-64-02-00-01-112	BOT - Office - Wages	29,295.83	34,279.29	35,027.74	56,356.51	59,906.08	68,896.20	62,620	75,052.20	72,550	75,860	50,270.39	78,150	-	79,660	81,480
BOT	2-64-02-00-01-222	BOT - Office - Telephone	5,119.48	4,748.44	4,951.10	5,002.20	3,960.21	2,533.35	3,750	2,990.07	4,950	5,200	2,177.20	3,500	-	3,500	4,000
BOT	2-64-02-00-01-223	BOT - Office - Postage	1,601.49	173.85	2,449.94	642.39	1,122.77	931.08	1,000	650.31	1,500	1,500	428.47	1,000	-	1,000	1,000
BOT	2-64-02-00-01-225	BOT - Office - Subscriptions	641.99	209.31	65.00	543.46	228.17	4,150.46	3,000	2,317.43	4,500	4,650	3,244.15	7,500	-	7,500	8,000
BOT	2-64-02-00-01-237	BOT - Office - Janitor	3,204.36	2,444.80	3,180.48	4,364.91	3,643.72	4,744.95	2,800	4,278.21	4,550	6,000	4,193.00	7,250	-	7,250	7,500
BOT	2-64-02-00-01-239	BOT - Office - Website	3,204.36	2,444.80	3,180.48	4,364.91	150.00	1,947.98	25,000	1,181.99	2,500	2,500	1,159.22	2,000	-	2,000	2,000
BOT	2-64-02-00-01-252	BOT - Office - Pur Bldg Repair	4,547.74	2,850.90	2,355.46	4,091.51	3,058.49	5,026.48	3,000	5,362.22	5,000	6,000	2,667.69	7,500	-	8,500	9,000
BOT	2-64-02-00-01-274	BOT - Office - Insurance	1,315.79	1,309.07	1,149.10	1,924.65	2,041.64	2,214.12	2,042	2,403.82	2,320	2,451	2,239.02	2,500	-	2,550	2,550
BOT	2-64-02-00-01-511	BOT - Office - Supplies	4,584.67	4,588.78	5,065.15	6,851.07	4,243.76	6,295.28	3,900	8,307.23	4,000	7,000	6,203.77	5,000	-	5,000	5,250
BOT	2-64-02-00-01-529	BOT - Office - Computer	3,510.51	2,653.24	858.00	1,104.17	2,880.35	3,137.60	3,000	5,267.80	3,000	4,000	-	3,000	-	3,000	3,000
BOT	2-64-02-00-01-561	BOT - Office - Small Equip.	1,283.23	2,031.87	2,853.65	6,098.15	2,138.20	7,304.48	5,000	1,807.99	3,000	4,000	6,110.87	3,000	-	3,000	3,000
BOT	2-64-02-00-01-581	BOT - Office - Gas	1,170.06	1,230.81	1,288.43	1,353.68	1,470.68	1,494.07	1,377	1,735.37	1,558	1,917	1,191.88	1,962	-	2,080	2,197
BOT	2-64-02-00-01-582	BOT - Office - Power	2,429.01	2,693.66	2,038.78	2,385.49	2,283.70	1,900.19	2,108	2,807.52	3,338	3,749	1,251.44	3,223	-	3,351	3,479
BOT	2-64-02-00-01-583	BOT - Office - Water	512.17	508.12	504.18	480.76	465.42	1,018.59	680	549.61	500	500	323.75	500	-	500	500
BOT	2-64-02-00-02-252	BOT - Office - Signage	196.49	78.00	-	400.00	1,798.92	-	1,500	-	6,000	6,000	1,760.40	3,000	-	2,500	2,500
BOT	2-64-02-00-02-511	BOT - Office - Photocopying	59.41	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-00-03-511	BOT - Office - Printing	697.36	266.00	-	-	-	-	-	-	-	-	-	-	-	-	-
BOT		Subtotal BOT - Office	63,353.95	62,510.94	64,965.09	95,963.84	89,490.11	111,594.83	120,755.00	114,491.77	119,276.00	131,327.00	83,221.03	129,085.00	-	131,391.00	136,466.00
BOT																	
BOT	2-64-02-01-00-211	BOT - Promo - Float Travel/Subs	4,796.53	5,992.50	4,336.45	3,283.16	-	32.26	6,750	4,629.21	6,750	7,000	6,121.78	7,000	-	7,500	7,500
BOT	2-64-02-01-00-221	BOT - Promo - Brochures/Map	7,480.55	5,651.02	-	8,619.00	-	5,672.50	9,650	3,285.00	5,750	7,000	7,200.00	5,000	-	7,500	5,500
BOT	2-64-02-01-00-254	BOT - Promo - Float Rep/Maint	-	158.48	246.77	1,307.71	-	-	1,500	953.16	1,500	1,500	-	1,500	-	1,500	1,500
BOT	2-64-02-01-00-518	BOT - Promo - Souvenirs	2,140.55	379.00	420.00	603.42	-	-	500	37.50	1,000	1,000	-	1,000	-	1,000	1,000
BOT		Subtotal BOT - Promo	14,417.63	12,181.00	5,003.22	13,813.29	-	5,704.76	18,400.00	8,904.87	15,000.00	16,500.00	13,321.78	14,500.00	-	17,500.00	15,500.00
BOT																	
BOT	2-64-02-02-00-216	BOT - Tourism - Training/Workshops	2,892.98	9,084.79	2,970.04	6,846.50	3,125.27	(30.00)	5,500	21.00	6,500	5,500	750.00	3,000	-	4,000	4,250
BOT	2-64-02-02-00-221	BOT - Tourism - Advertising	5,994.14	5,461.28	7,839.76	12,692.67	19,378.18	19,416.71	24,250	8,715.04	12,360	15,000	11,849.59	12,500	-	12,500	12,500
BOT	2-64-02-02-00-233	BOT - Tourism - Summer Wages	10,404.36	8,461.41	8,601.81	5,514.41	13,234.42	15,626.44	11,070	16,396.77	5,000	15,000	15,839.20	15,000	-	15,000	15,000
BOT	2-64-02-02-00-519	BOT - Tourism - Materials/Flowers	75.90	872.32	169.99	100.29	126.82	-	250	230.70	400	500	-	500	-	500	500
BOT		Subtotal BOT - Tourism	19,357.38	23,879.78	19,581.40	25,153.97	35,864.69	35,013.15	41,070.00	25,363.51	24,260.00	36,000.00	28,439.79	31,000.00	-	32,000.00	32,250.00
BOT																	
BOT	2-64-02-03-00-112	BOT - Project - Salary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-00-116	BOT - Project - STEP	-	-	-	-	-	-	10,700	-	10,780	16,230	-	11,350	-	11,570	11,810
BOT	2-64-02-03-01-519	BOT - Project - Home Show	-	5,492.88	2,777.52	3,359.95	-	-	500	500.51	-	-	8,394.75	-	-	-	-
BOT	2-64-02-03-02-519	BOT - Project - Nite before Xmas	996.00	1,872.00	1,726.20	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-03-519	BOT - Project - Shop Local	-	-	1,772.41	2,778.00	3,994.04	3,005.40	3,000	3,842.47	5,000	6,500	(60.13)	7,500	-	10,000	10,000
BOT	2-64-02-03-04-519	BOT - Project - Shop Stettler	9,149.75	7,151.85	6,486.24	11,422.50	9,965.84	9,060.78	13,000	12,504.12	12,000	12,500	9,844.91	10,000	-	10,000	10,000
BOT	2-64-02-03-05-519	BOT - Project - Santa Days	-	500.00	1,265.40	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-06-519	BOT - Project - Business Wall	-	80.82	-	125.00	-	-	150	-	150	150	-	150	-	150	150
BOT	2-64-02-03-07-519	BOT - Project - General Meeting	174.74	636.33	321.97	407.50	197.06	379.44	500	875.34	500	900	740.00	900	-	900	900
BOT	2-64-02-03-08-519	BOT - Project - Trade Show	41,612.04	45,133.48	42,882.62	46,270.49	2,345.02	879.67	53,000	38,377.31	52,500	54,000	41,313.40	50,000	-	52,500	5,500
BOT	2-64-02-03-09-519	BOT - Project - Seminars/Workshops	7,347.31	5,909.68	3,801.78	5,438.33	4,383.55	432.84	3,000	1,455.20	5,000	5,000	-	3,000	-	5,500	6,000
BOT	2-64-02-03-10-519	BOT - Project - Luncheons	3,073.85	1,991.16	1,351.37	642.95	1,559.77	1,874.50	2,000	3,651.85	2,000	2,500	1,685.91	3,000	-	3,000	3,000
BOT	2-64-02-03-11-519	BOT - Project - Business Visits	224.25	383.14	177.79	390.23	538.51	120.89	500	132.00	500	750	95.00	750	-	750	750
BOT	2-64-02-03-12-519	BOT - Project - Dr. Recruitment	6,353.43	2,667.28	-	45,467.75	509.00	363.80	5,500	1,056.68	3,000	3,000	1,771.02	3,000	-	3,000	3,000
BOT	2-64-02-03-13-519	BOT - Project - Awards Banquet	12,051.87	10,900.37	14,336.88	13,047.39	3,194.31	933.02	14,590	11,081.76	14,000	14,500	579.27	7,500	-	7,500	7,000
BOT	2-64-02-03-14-519	BOT - Project - Heartland Dollars	12,051.87	10,900.37	14,336.88	13,047.39	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-15-519	BOT - Project - Community Event	613.53	19,753.81	2,267.29	3,425.17	3,816.59	5,818.07	3,500	1,654.10	4,000	4,000	1,228.92	4,000	-	4,000	4,000

TOWN OF STETTLER 2024 - 2026 OPERATING BUDGET

	Account	Description	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Actual - Dec 31	2022 Budget	2023 Budget	2023 Actual Sept 30, 2023	2024 Budget	2024 Actual January 31, 2024	2025 Budget	2026 Budget
BOT	2-64-02-03-16-519	BOT - Project - Employer Conference	2,299.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-17-519	BOT - Project - Subscription Box	2,299.00	-	-	-	-	2,405.09	-	-	-	-	-	-	-	-	-
BOT	2-64-02-03-19-519	BOT - Project - Dignatary Luncheon	-	164.87	1,122.50	1,115.17	-	678.02	1,300	1,302.75	-	1,500	1,472.50	1,500	-	1,500	1,500
BOT	2-64-02-03-20-519	BOT - Project - Destination Stettler	4,235.97	592.01	2,331.12	8,221.82	388.11	26.22	2,750	12,942.71	2,000	3,000	4,981.64	6,000	-	6,000	6,000
BOT	2-64-02-03-24-519	BOT - Project - Open Farm Days	-	-	5,322.29	10,646.18	2,316.85	24.00	15,450	9,946.90	14,500	14,500	16,528.95	17,500	-	17,500	17,500
BOT	2-64-02-03-26-519	BOT - Project - Big Jack Classic	68,510.86	62,155.52	76,931.76	74,480.05	45,690.23	110,375.53	87,550	717.83	-	-	17,248.21	-	-	-	-
BOT	2-64-02-03-27-519	BOT - Project - Project 1	678.99	35.98	373.15	-	-	17,497.25	-	32,963.79	-	-	-	-	-	-	-
BOT		Subtotal BOT - Project	171,672.46	176,521.55	179,585.17	240,284.87	78,806.68	153,674.52	216,990.00	133,005.12	125,930.00	139,030.00	105,834.35	126,150.00	-	123,870.00	77,610.00
BOT	2-64-02-04-00-112	BOT - Community Dev - Wages	-	-	-	-	-	(750.00)	-	-	-	-	-	-	-	-	-
BOT	2-64-02-04-00-221	BOT - Community Dev - Advertising	-	-	300.00	-	-	620.94	12,000	-	12,000	12,000	-	12,000	-	12,000	12,000
BOT	2-64-02-04-00-233	BOT - Community Dev - Strategic Planning	-	-	-	-	-	129.06	7,500	-	7,500	7,500	-	7,500	-	7,500	7,500
BOT	2-64-02-04-00-239	BOT - Community Dev - Conferences	-	-	-	-	-	-	3,500	-	3,500	3,500	-	3,500	-	3,500	3,500
BOT	2-64-02-04-00-519	BOT - Community Dev - Projects	-	30,000.00	-	5,500.00	3,000.00	4,000.00	21,000	5,420.84	21,000	18,500	19,470.00	18,500	-	18,500	18,500
BOT	2-64-02-04-01-519	BOT - Community Dev - Steel Wheel	-	-	10,000.00	10,000.00	-	-	-	-	-	-	-	-	-	-	-
BOT	2-64-02-04-02-519	BOT - Community Dev - Taste of the Heartland	-	-	-	-	-	-	-	5,000.00	-	2,500	5,000.00	2,500	-	2,500	2,500
BOT		Subtotal BOT - Community Development	-	30,000.00	10,300.00	15,500.00	3,000.00	4,000.00	44,000.00	10,420.84	44,000.00	44,000.00	24,470.00	44,000.00	-	44,000.00	44,000.00
BOT	2-64-99-92-00-782	BOT - Contributed to Capital	-	-	-	-	-	-	2,200	-	2,200	2,200	-	2,200	-	2,200	2,200
BOT		Subtotal BOT - General	-	-	-	-	-	-	2,200.00	-	2,200.00	2,200.00	-	2,200.00	-	2,200.00	2,200.00
BOT		Total Board of Trade	394,856.69	442,440.93	414,996.34	541,961.93	372,663.82	464,530.09	603,885.00	470,698.33	509,326.00	555,087.00	379,988.52	539,715.00	-	548,741.00	508,766.00



2023-2024 Directors

Brandi Page - President
Scotiabank
403-742-3421

Brad Wohlegmuth - Director
Auto-Trust
403-742-0409

Shannon Lukens - Vice President
Scotiabank
403-742-3421

Justin Tanner - Director
Gitzel & Co.
403-742-4431

Paddy Story - Director
TD Bank
403-742-3464

Joanne Lombard- Director
Ramada Stettler
403-742-3371

Heather Seibel- Director
Stettler Learning Centre
403-742-6700

Dave Goodwin - Director
Phoenix House Bed & Breakfast
403-742-3602

Terry Chesla - Director
RE/MAX
403-742-6747

Tasha Whynot - Director
Big Game Source for Adventure
403-740-3000

Matt Dorsett - Director
Peavey Mart
403-742-5600

Councillor Scott Pfeiffer
Town of Stettler Representative
403-742-8305

Ryan McNeill - Director
Jude's Liquor Store
403-742-5455

Mayor Sean Nolls
Town of Stettler Representative
403-742-8305

Councillor Gord Lawlor
Town of Stettler Representative
403-742-8305

Councillor Kurt Baker
Town of Stettler Representative
403-742-8484

Councillor James Nibourg
County of Stettler Representative
403-742-4441

Projects & Events

- Think Local, Shop Stettler
- Employment Fairs- Spring & Fall
- Heart of Alberta Dollars
- Awards Gala- 2023
- Steel Wheel Stampede Parade
- Taste of the Heartland
- Economic Development
- Alberta Culture Days
- Big Jack Classic Family Fish Derby



Think Local, Shop Stettler

6 Promotions * 3 Events * 67 Businesses



love OUR LOCAL

Business Assistance

- Bi-Weekly Newsletters
- Employment Fairs
- Welcome Bags
- Website Assistance
- Business Visits & Welcome Posts



Chamber of Commerce



Canadian
Chamber of
Commerce

Chambre de
Commerce
du Canada



Chamber of Commerce
Executives of Canada

Association des cadres
des chambres de
commerce au Canada



Alberta
Chamber
Executives

Destination Stettler



Big wins for 2023 were the Big Jack and the Taste of the Heartland, but many other events throughout the year helped make 2023 a huge success.





MEMORANDUM

To: Greg Switenky, CAO
From: Steven Gerlitz, Asst. CAO
Date: December 5, 2023
Re: Stettler Town and Country Museum – 2024 Budget

Recommendation

That the Town of Stettler Council accept the Stettler Town & Country Museum 2024 Budget as presented, and approve financial assistance for the Stettler Town & Country Museum in the amount of \$35,000 within the Town's 2024 Operating Budget

Background Information

We are in receipt of the Stettler Town and Country Museum 2023 Budget. The Stettler Museum has submitted a budget request in 2024 for \$35,000. The volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site.

Financial Implications

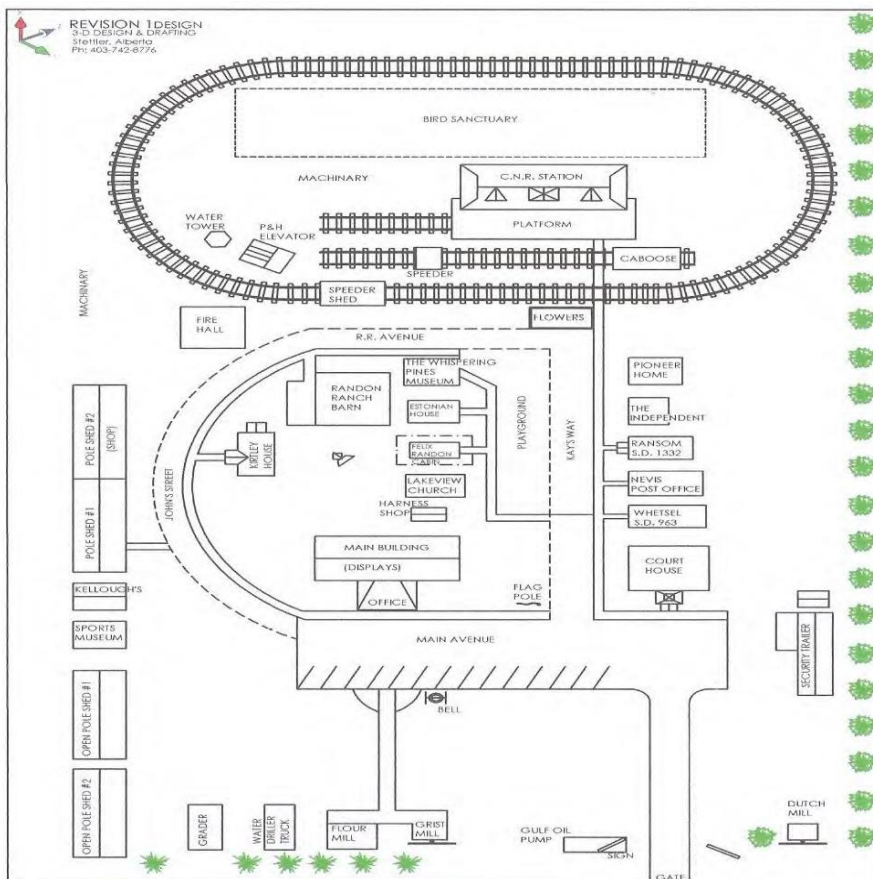
2024 Budget - \$35,000.00
 (budget request - \$35,000)

Actual

2023 - \$35,000
 2022 - \$34,000 (budget request - \$42,000)
 2021 - \$34,000
 2020 - \$34,000
 2019 - \$34,000
 2018 - \$34,000
 2017 - \$32,000
 2016 - \$30,000
 2015 - \$28,000
 2014 - \$26,000
 2013 - \$24,000
 2012 - \$22,000
 2011 - \$20,000
 2010 - \$18,000

Options

That the Town of Stettler Council approve financial assistance for the Stettler Town & Country Museum in the amount of \$_____ within the Town's 2024 Operating Budget



Documentation

- Copy of Stettler Town and Country Museum 2024 Budget and background information

To Whom It May Concern:

The financial support of our municipalities, enriched with a continuum of part time staff and volunteers have made the Museum what it is today. Our tourist base is primarily Albertan, many of whom come off the QE2 and “find a gem”.

Museum staff/volunteers work continuously to create a fantastic facility for the community and visitors, while preserving the heritage of Stettler and area. Fundraising events have continued to grow and in turn the off-season events have summer visitors returning to see more about our museum.

In the previous year, the Museum has achieved the following:

- Staff continually changes displays, setup the Archive Room and enter the artifacts into our database.
- Successful fundraiser events
 - 2022 Light the Night – 42 community displays, 925 vehicles (\$14000)
 - 2023 February – Jenny Olivie and supper – 280 attended (\$3200)
 - 2023 July 1 Celebration – 1550 visitors. partnered with FCSS, Town and Library (starting to see Red Deer people annual visit)
 - 2023 July – partnered with Library during their Amazing Race
 - 2023 August – John Deere 120 – partnered with P&H, Antique Tractor Club (\$3070)
 - 2023 September – Culture Days, partnered with Board of Trade, Town, County, Library, and locals to create events throughout the community.
 - 2023 October - Night of Terror at the Boo-seum – 927 scared (\$9500)
 - 2023 October – Blast from the Past – bale maze/pumpkin chuckin 150
 - Several 50/50 draws at various events throughout the community and online.
- Hard-working volunteers maintain the yard, refurbished artifacts and assist during fundraising events.

Plans for 2024 follow similar parameters.

- Building maintenance to keep the artifacts secure from environmental changes and preserving as best as possible.
- Partnering with the Library with the Soaring project (mini golf)
- Plans for new fundraising event,
 - A springtime and a Pioneer Days event - TBD
- Partner with Board of Trade and many others to achieve a broader marketability.

Last year we noted ‘with the continued rise in expenses, we are seeing a higher deficit but with reserves and ongoing fundraising events we are hoping to bring it down to a more viable number with goal to bring it into a positive amount’... we were successful controlling expenditures and fundraising to a 3rd of the proposed budget.

We invite everyone to visit the Stettler Town and Country Museum with pride.

Stettler Museum
January 2024 Budget Sheet

INCOME	Previous	Current	Yr to Date	Budget	8.00%
Town of Stettler	-	-	-	35,000.00	0.00%
County of Stettler #6	-	-	-	32,000.00	0.00%
Summer Staff Funding	-	-	-	10,000.00	0.00%
Grants -other	-	-	-	-	
Donation & Bequests	-	-	-	10,000.00	0.00%
Functions	-	-	-	35,000.00	0.00%
Casino Funds (Mar 24)	-	-	-	2,000.00	0.00%
Interest	-	-	-	600.00	0.00%
Mwemberships & Admissions	-	-	-	7,000.00	0.00%
Rent	-	-	-	1,200.00	0.00%
Uncatergorized Income	-	-	-	-	
TOTAL INCOME	-	-	-	132,800.00	0.00%
EXPENSES					
Advertising	-	-	-	1,500.00	0.00%
Bank Charges & interest	-	-	-	110.00	0.00%
Buildings, Grounds & Repairs	-	-	-	20,000.00	0.00%
Insurance	-	-	-	7,500.00	0.00%
Land Purchase	-	-	-	15,000.00	0.00%
Office Cleaning & Sundry	-	-	-	3,500.00	0.00%
Office Fixtures & Equipment	-	-	-	2,500.00	0.00%
Fundraising Expenses	-	-	-	15,000.00	0.00%
New Construction	-	-	-	-	
Professional Fees	-	-	-	2,000.00	0.00%
Dues and Fees	-	-	-	100.00	0.00%
Reserve - Admin Building	-	-	-	-	
Reserve -Equipment	-	-	-	-	
Utilities & Telephone	-	-	-	15,000.00	0.00%
Wages & Benefits	-	-	-	90,000.00	0.00%
Uncategorizd Income	-	-	-	-	
TOTAL EXPENSES	-	-	-	172,210.00	0.00%
TOTAL REVENUE	-	-	-	172,210.00	0.00%
TOTAL EXPENSES	-	-	-	132,800.00	0.00%
DEFICIT/SURPLUS	-	-	-	39,410.00	0.00%

Stettler Town & Country Museum
5 year plan Budget 2024 - 2029

Income

Increase admission by \$3/person \$ 2,000

Building & Grounds

Pole Barn - Replace concrete floor	\$ 45,000
Courthouse - peeling walls and ceilings scraped and painted	\$ 5,000
Main Building Welcome Center Update - Insulate, metal siding, new windows/doors, heating system	\$ 70,000
Grounds - gravel pads for machinery and pathways to machinery	\$ 5,000
Parking Lot	\$ 30,000
Total	<u>\$ 155,000</u>

Office, Fixtures and Equipment

Lawn mower	\$ 8,000
Archive - Focusing Camera with stand	\$ 2,000
Total	<u>\$ 10,000</u>

Wages

2% increase	\$ 1,800
	<u>\$ 1,800</u>

GRAND TOTAL **\$ 166,800**

Stettler Town & Country Museum

Budget for the Year Ending November 30, 2021

Notes:

As the Museum expands its property by 3 acres, an annual payment of \$15000 for the next 12 years will result in penalties to maintenance funds without a corresponding increase of monetary support.

	2020	2021	2022	2023	2024	2025
County of Stettler	\$30,000	\$30,000	\$30,000	\$30,000	\$32,000	\$34,000
Town of Stettler	\$34,000	\$34,000	\$34,000	\$35,000	\$35,000	\$36,000

MEMORANDUM

To: Leann Graham, CAO
From: Lara VanLanduyt, Communications Officer
Date: December 5, 2023
Re: 2023 Year in Review

As we look in our rearview mirror at 2023, the words that may come to mind likely include *growth* and *evolution*. As we bid farewell to former CAO Greg Switenky, we welcomed in a new era of leadership as Leann Graham took on the role following her celebrated career with our organization. Throughout this transition, our leadership and every single employee who work together as the backbone of this organization ensured that our mission statement remained at the forefront:

“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.”

This growth was not only seen in the shifts in leadership; each department has continued to demonstrate their creativity and dedication to Stettler by seeking out new initiatives, expanding opportunities for recreation, and facilitating new events. Our team's commitment to never settling for the status quo is what makes our town the best place to “Live, Work, and Play.”



A summary of our team's accomplishments and contributions are brought forward to Town Council each year, and it is important to note that this list simply never gets shorter. Each year brings new milestones, and our already high standards reach new heights. Although we could discuss the outcomes of these efforts at length, the words of Stettler's residents say it all:



Linda Plested

Thank you Town of Stettler crews. Your hard work every year brings beauty to our town and makes us just a little bit more special. Enjoy it every year. ***

Like 10h



Jaclyn Armstrong

The terrific snow removal that the town of Stettler does! Makes me happy to see all the machines going at once and making our streets amazingly clear.

Like Reply Share 4m



Matt Dorsett

We live in a exceptional community with exceptional Town staff and administration:)

Like Reply Share 29m



Joyce VanRingen Friend

Gerry Bennett absolutely!!! Moved here almost 2 years ago and am very impressed with the road maintenance and snow removal. Many many towns don't maintain residential streets in winter and have higher taxes.

Like Reply Share 5m



Vicki Herron

Our town services Rock!!

Like Reply 13h



Deanna Fleischhacker

Thank you so much for continuing the path!

15w Like Reply



Heather Seibel

Fabulous fireworks display! Thank you, Town of Stettler!

21w Like Reply



Erin Reserved

I've found the town is very receptive and polite especially when there is a hazard, they are typically very efficient when a concern is raised. I would definitely drop them a line and give them the location 😊

Like Reply Share 42m



Midnight Makers 3D Printing Service · Follow

Thanks to everyone who put this together. My son and I enjoyed it very much!

21w Like Reply



Top fan

Sylvia Telford

Our town always looks great i love driving up And down the streets most yards look spectacular and the effort and baskets of flowers the Beatification Committee etc puts out are gorgeous ! Thank you

21w Like Reply Edited



Message: Kudos to Town Council and Staff for the wonderful walking trail, skating rink and mowed trail implimented on the east side of town. So enjoyed the presence of a doe, buck and bambi on the mowed path. Job well done . . . thank you for giving our area of town a place to walk and enjoy.

Leadership

Several senior administrative roles have shifted in 2023, and it is a credit to our organization that these high-level positions were fulfilled from within our existing team. Former Director of Planning & Development Leann Graham has successfully stepped into the role of CAO and continues to maintain the priority of providing efficient and exceptional services to our residents while offering a top-tier workplace culture to Town Staff. Stepping into her former role is Angela Stormoen, who has shifted from her earlier position of Planning & Operations Clerk to that of the Planning & Development Officer. As we prepare for the retirement of another crucial member of our team, Assistant CAO Steven Gerlitz, former Management of Financial Services Kim Hymers has stepped into the role and is currently engaged in training. Filling her role is former Accounts Receivable Clerk, Roxann Anderson. The final transition of 2023 is the advancement of former GIS Coordinator Graham Scott to our newest Department Head role, Director of Information Services.

At the beginning of 2023, a productive Strategic Planning Session affirmed the roles of several active committees comprised of members of both Council and Administration, and added new projects for consideration. The Stettler Trade Show quickly followed, with Councillors and Department Heads engaging both visitors and residents to discuss the current priorities of our organization, and offer in-person public engagement. Throughout the year, Council continued to demonstrate their faith in our organization and guided decision-making with a compassionate sense of leadership that always kept the good of our community at the forefront. While the trust between Council and staff never wavered throughout the challenges of the past few years, the return of in-person collaboration solidified that our connection is what makes us more than an organization; we are a team.

This year saw the return of many Stettler traditions and the welcoming our new events, giving leadership the ability to build on budding connections. From all of Town Council coming together to serve a meal during the Town & County Pancake Breakfast to welcoming dignitaries for the Stettler Airport Revitalization press conference, Council demonstrated that they are proud to represent the community they call home. This year also brought forward unprecedented fiscal challenges; following three consecutive years of 0% tax increase, Council was faced with the difficult decision to implement a 4% increase for residential and non-residential ratepayers. This decision was not made lightly, but rather after thorough discussion, the weighing of multiple scenarios, and with the future of our community's financial health in mind. With this decision, Administration and Council were able to work together to approve both Operating and Capital Budgets that allowed for our organization to grow and keep on course with long-term maintenance and infrastructure planning.



Despite this year's unusual fiscal circumstances, Administration was thrilled with the work of the town's finance team. Accounts Receivable implemented a new initiative of identifying outstanding accounts before the amount owing became overwhelming, allowing for ratepayers to remain on top of their balances and avoid cumbersome charges. By making 190 personalized phone calls, Accounts Receivable was able to reduce outstanding balances from \$7730.19 owed from 13 accounts in 2022 to \$4069.81 owed from 7 accounts in 2023.

As always, Town Council has supported our team's purpose greatly by being a genuine champion for staff. With this in mind, Senior Administration is proud of the many accomplishments and progress made throughout our entire organization in 2023. A few of the many results achieved are mentioned below.

Planning and Development

As of November 1st, 2023, The Town of Stettler has issued just over \$6.2 million in total building permit values; this number is up from 2022 by approximately \$1.3 million.

The Community Builders Committee successfully completed the fourth year of recognition, honouring two parties (Backstrom Family and Charles & Roy Willis). We hosted a well-attended unveiling of the monuments and we continue to see the public engaging in this historic recognition by taking the time to visit the monuments and celebrate some of Stettler's history.



The Economic Development Committee has been busy throughout the course of 2023 with the passing of the Tax Incentive Bylaw and having 3 businesses benefiting so far. We continue to utilize our land for development mapping and have seen enormous success from the 2020 Housing Assessment as new housing developments progress to meet our needs. Furthermore, we have utilized an empty lot on Main Street, acquired via bylaw compliance, and constructed Okoppe Way which allows for connectivity from Main Street to the Okoppe Parking Lot.

Alfred (Alf) & Jean Erichsen graciously donated a 3-acre natural area to the Town of Stettler, which has been subdivided and rezoned to park use. The newly named Homesteaders Park is dedicated to the homesteaders who shared Carl Stettler's vision of a Swiss-German Community, homesteading in 1904 an area south and east of the Town of Stettler. The park is now owned and stewarded by the Town of Stettler and features a natural path, parking area and historical informative plaques created by Alf. The park provides many possibilities with plans to connect to existing pathways and

become a peaceful area for all to enjoy.

Land Sale and Lease

The lease with Alberta Health Services for the A.E. Kennedy building has been renewed this year with lease rates yielding \$2,264,891.25 over a ten-year term, expiring in 2033.

Cash Land Leases are secured with a revenue value of approximately \$17,000.00 annually until expiry in 2025.

Bylaw Enforcement



We said farewell to our former Officer Peter Shields as he moved on to pursue a career near his hometown in Saskatchewan, and welcomed our new Officer Kaleb Blue to the organization and community. We have a 5-year contract with Alberta Animal Services expiring in 2026, and look forward to continuing our partnership for bylaw enforcement.

Bylaw Enforcement for the year of 2023 has experienced an increase in compliance property inspections and enforcement as we were able to pick up where we left off previous to the COVID-19 pandemic. We were able to demolish and clean up one enforcement property this year with continuous enforcement on others to gain compliance.

Before



After



Operations

All planned capital projects for 2023 have been completed, or are ongoing. Pricing has been slightly higher than budgeted on a few projects and purchases, but with the assistance of administration and council, we have been able to move forward as expected, with the exception of one ½ ton truck tender that couldn't be fulfilled by the supplier.

Highlights of the year include receiving 75% grant funding to rebuild the Stettler Airport runway. Design and geotechnical work occurred this fall, with tender and construction planned for early 2024.



This summer's projects included the watermain replacements on 50th Avenue, Main Street paving, and trench paving on 53rd Street; lagoon lift station replacements are underway. A skid steer, backhoe, two ½ tons, one ¾ ton, and a truck mounted sander were all purchased and delivered. Carry forwards from 2023 included the delivery of the hydrovac and trailer mounted flushing unit. The design and tender of the water reservoir project is underway and the Receiving Water Body Assessment RFP is set to go out in January 2024.

Wetlands

Every winter, our crew clears cattails off half of the cells to keep the facility operating at its best. To serve this task, we constructed a better road to the cattail dumping area utilizing the remaining pile of clay left there during construction of the north ditch. Landscaping the areas around the wetlands and seeding to grass ensured that they can be hayed or mowed to keep a tidy and groomed facility. Finally, crews cleaned the inlet and weirs and began to build components for upgrading the header.

Water Treatment Plant

Staff continue to be the backbone of the Water Treatment Plant, showing exemplary work through all of its recent changes and keeping the ship running smoothly. We are happy to report that Derek Schowalter has received his Level I Water Treatment Certification and a spot in the regular operator rotation.

This year we switched from Chlorine Gas to Sodium Hypochlorite. This was a big win for safety at the plant - it was also a big win in that all of the work was accomplished by the WTP staff!



This project would have cost many thousands of dollars more if it was contracted out, and also would have been almost logistically impossible. We had to do a lot of work to keep the chlorine gas system operational while building the sodium hypochlorite system; the water had to keep flowing as we can't shut down for more than 8 hours without running into reservoir level troubles. We are going to repurpose the chlorine room crane to the high lift pump area which presently has a manual hoist, which is very labour intensive.

We switched from alum as our coagulant to ACH, which has decreased the waste sludge

tremendously and will lower the cost of dredging our waste ponds. We use very little ACH compared to alum, and we were also able to stop injecting caustic into our treated water for PH correction as ACH does not affect our PH. We also repurposed the caustic pump skid and moved it down to the ACH tank berm, where it is being used to pump the ACH as the alum pumps were much too large.

Wastewater Collection & Treatment



Wastewater collection keeps us busy most days of the year. We are proud to report the bacteria program implemented at the lagoons has made a significant reduction in odors, and we plan to continue into 2024 with the same products. These products also reduce the amount of sludge in the lagoons, but doing so releases any built-up garbage in the sludge which requires weekly cleaning of the screens to remove the material.

We completed sewer service/main repairs and emergency responses, continued to flush problem sewer mains, and did trouble shooting with landowners. The new hydrovac arrived and has been placed into service.



Lagoon & Wetlands CBOD, BOD5, TSS, Ammonia N & Total Phosphorus sampling has been completed, as well as wetland maintenance and weir measurements.

We have addressed grease treatment at lift stations by implementing a hydrocarbon treatment at East End Lift to see if we can mitigate the effects it has on Lift Station A and the grease mat issue that occurs. We have also started introducing Enzyme products at strategic points in the collection system to help keep the pipes clean. This also addresses grease buildup upstream in the system and hopefully lessens the load at A Lift Station. We will know the success of this program mid-2024. Floats were replaced in the East end lift station and the call outs have been programmed into the SCADA call-out system.

Water Distribution

Rounds, readings and locates are tasks that occur weekly in our department. We completed a nitrite testing program for dead-end lines in town, a Bacti testing program and a Chlorine residual testing program. Additionally, an analyzer's repair, maintenance and verification was completed at the reservoir and Transfer Station.

The water meter replacement program, bi-annual hydrant Inspections and servicing has been completed throughout both spring and fall. We have coordinated the purchase of a pump and battery for the fire truck so firefighters can winterize any hydrants used during the winter to prevent damage. Further tasks included repairs and maintenance on the Reservoir, Water Transfer Station, Pig Vault, Water Dispenser, and a Water Distribution system replacement.

Every dig, staff encounter provides its own challenges with space and finding the right solutions.



Transportation



We hauled a lot of snow at the beginning of the year, completing full rounds of clearing in the town. We also worked with Emcon and hauled the windrows of snow from Highway 56 from the Vet Clinic to KFC.

We then built a new shed to house the 1-ton Sander; as we have switched to an electric motor, we needed somewhere to keep it out of the elements.

As usual, spring brought boulevard and street sweeping. We also swept at Rochon Sands, Big Valley, Erskine, and the Stettler Airport.

A new initiative is the installation of an iPad in the grader so that operators have access to the as-built drawings that show the town manholes and valves in the lanes, reducing damage to the town utilities and equipment.

Successful yearly events were completed, including the Used Equipment Sale and Spring Lane Cleanup. Community improvements included installing Community Builders monuments along 44th Avenue and adding new breakaways on many signs in town, making future lane changes easier.

Asphalt patching occurred throughout the summer; we dug out the soft spots in the back parking lot of the Health Unit, put in crushed concrete to strengthen them and had a contractor pave it.

Dust control was completed on back alleys where the compost bins are located, on 50A Avenue between Peavey Mart and 70th Street, the Public Works Shop yard, and the gravel road between the Curling Rink and the Ag Society. Staff started putting asphalt millings on the roads in the Cemetery to provide dust control. Town staff then worked with the county to re-oil 70th Street from the train tracks north to town limits. Storm main replacements were completed at 46th Avenue and by the daycare, and we installed a new line at the bulk water dispenser.

Staff painted the block of Main Street that was reconstructed after paving occurred. Working with Emcon, staff had all of the Centre lines painted through town and completed all the line painting of crosswalks and stop lines in town, including the addition of new crosswalks on 44th Avenue and one on 46th Avenue at the Ag Society grounds.



Ditch clean-up was completed in the east industrial areas across from Chevron, and at McDonalds. Staff worked with adjacent landowners to replace deteriorated culverts at their entrances.

Compost turning and site clean-up remained a consistent task, particularly after the wind storm in July that kept staff busy clearing debris and trimming trees.

The speed trailer was placed on many roads throughout town in the summer and into school starting in the fall. Other traffic initiatives included new solar LED pedestrian crossing lights, which were installed on 46th Avenue and 57th Street. Staff also painted caution logos on pathways.

At the direction of Council, staff constructed a new pathway connection on 44th Avenue and a new pathway from Stop n Go through the green space to 49th Avenue, coordinating with Alberta Prairie Railway. Staff then brainstormed and found an area to create a new skating rink at Viking Park, enhancing Stettler's east end significantly.



At the newly dedicated Homesteader's Park, staff built a parking lot, fencing and installed monuments. Staff then enjoyed attending the dedication ceremony.



We ordered 5 new streetlight Christmas decorations and all new lights for the Main Street Tree, ultimately putting up 55 streetlight Christmas decorations on the light standards. With the tree donation from Roxann Anderson and the help of Heartland Industries' crane and staff donation, the Main Street Tree went up and looks beautiful.



Parks & Leisure

For the Parks and Leisure Services Department, 2023 was a year full of events and new and existing programming. In addition, various capital projects were completed or are currently underway. Here is an outline of our busy 2023:

Events

It was once again a full year event-wise for the Parks and Leisure Services team. Most importantly, there has been a significant increase in attendance numbers for internal programming offerings.

In February, our annual Family Day Winter Carnival event was held at the SRC. This year, the department partnered with FCSS, the Heartland Youth Centre, the Stettler Public Library and the Family Resource Network. The days' activities started with a pancake breakfast put on by FCSS. There was a Magic Show in the Hub by Magicmon, carnival games put on by youth that attend the HYC, in addition to a family photobooth. A free hot dog lunch was provided in addition to a family swim and public skating with Klay the DJ entertaining everyone in the rink. All events were free of charge and held at the SRC.

As is the norm in late Spring and Summer, our ball parks and soccer pitches were hubs of activity, which also helps to keep our campground full each weekend. Stettler Minor Ball was once again able to host their annual female softball tournament from June 2-4th with the event being full at 61 teams. This is an increase from the traditional 54 teams that

have been accommodated in the past. We estimate that this event brings in approximately 2,250 participants and spectators to our community. Stettler also hosted the U15AA and U18AA Baseball Provincials from July 29-31st, so staff were busy ensuring our diamonds were in fantastic shape for all events hosted.

The annual Stettler Triathlon took place at the SRC on Sunday, July 16th. Once again, the triathlon was a huge success, albeit a smoky one, as a result of the various forest fires. This event is led by a group of energetic and passionate volunteers and supported by SRC staff. This year's race saw 180 athletes participate and approx. 200 family, volunteers and general spectators attended.

Summer cultural events kicked off July 1st with Canada Day; while our 2022 event was a huge success with 1,692 people attending activities at the Museum, the 2023 event eclipsed that total by 292 people. A total of 1,984 people took in Canada Day Celebrations at the Stettler Museum, not including the people that attended West Stettler Park in the evening. The success of Canada Day is a result of partnerships between the Town of Stettler, Stettler Museum, the Stettler Public Library and FCSS, which all come together to ensure a full day of family fun activities are held, starting with a family fun day at the Museum. Our traditional activities were held at West Stettler Park and include live music, lawn games, birthday cake and a fireworks show to wrap up the day. This Canada Day, we were also fortunate enough to have three food trucks on site in the evening, adding to the overall event. Summer was also highlighted by the weekly Music in the Park concert series which is held every Wednesday for a total of 10 shows, with acts providing a wide array of music to the public.



Summer event season wrapped up with Stettler hosting Alberta Culture Days for the fifth year in a row, taking place from September 1-30th. A wide range of activities were offered to the public ranging from art and cooking classes, to museum displays, presentations and tours. Culture Days 2023 featured the many cultures of Asia with a focus on the Philippines, which celebrations including a Filipino Fiesta held at the United Church on September 15th.



Major presentations and events were also held throughout the Clearview School District including Asian Shuffle Dancing, a Philippines Culture presentation, and a Jeepney coloring contest which saw 442 entries from students in Grade's 1-6 throughout our town and county.

This years' Alberta Culture Days Celebrations saw approx. 2,000 people participate, whether that was through one of the school programs that were offered or an evening/weekend activity that was held for the general public. A full outline of the events that were held can be found at www.stettlerculturaldays.com.

Facility Programs & Services

Aquatic Centre – Swimming lessons took place throughout the year. As of Nov 23rd, lessons were taught to 770 registrants.

In addition to general lessons, swimming was taught as part of the school curriculum to SES Grades 1-6, Christ King Catholic, Byemoor, Big Valley, Donalds, Erskine, Alix and Botha Schools, all of which all participated in lessons during school days.

New Lifeguards were also trained this past year, with 15 students completing their Lifeguard level throughout 2023. The Aquatic Centre was able to employ an additional Assistant Lifeguard at the age of 15, before changes to lifeguard requirements allowed them to be hired as a Lifeguard (we still have 2 Assistant Lifeguards).

Our patrons love a challenge! Some of the swim challenges that we held this year included Swim Hawaii, West Coast Trail, and the Great Barrier Reef. Many miles were swum as it takes 40 lengths to do a km and 60 to do a mile. Fitness challenges were also held to get the water exercise participants involved. Activities included Bingo, Guess Who, and Name the Phrase.

Fitness Centre – The Fitness Centre continues to be a busy place within the SRC throughout the entire year. An increase in drop-in's due to some of the work taking place in Stettler, combined with our regular members, kept the space very busy each day.

Programming offered by the Fitness Centre included Active Living, Spin Cycling, Early Riser and Any Age Any Stage. This past year a total of 5 sessions were ran (4-6 weeks each at two times per week) with approximately 40 registrants per session. The Adult Living program is offered 2 times per session as it is our most popular program.

This past year, we updated some of our internal fitness equipment. We replaced our recumbent and upright exercise bikes with two upgraded bikes, ensuring that our equipment is staying up to date with technology and added features for our members convenience. In addition, we added two new Keyser spin bikes to the facility due to the high volume of usage our spin bikes receive. All equipment is purchased through our partnership with Live North (formerly Apple Fitness).

Arenas - The SRC had a busy start to the year with hockey playoffs, including a long playoff run by the Stettler Imperials that averaged an attendance of 750/game. This was in addition to various minor hockey teams that stretched their seasons right to the end, including the first weekend of April. The annual Stettler Figure Skating Carnival took place mid-March in 2023 with a fantastic crowd.



We had a busy April, starting with ice removal that was immediately followed by the installation of new score boards and controllers for each ice surface and timer clocks for each of the dressing rooms. As work was being completed, staff were busy getting the facility ready for the Stettler Tradeshow. **This year's tradeshow saw record numbers and is a great event within the facility,** as for many attendees it is the only time they come into the building. Throughout the spring, Stettler Minor Lacrosse kept the building busy with a few teams going deep into playoffs. With lacrosse season wrapping at the end of June the SRC arenas were closed for 6 weeks in order to accommodate the installation of new dasher board systems in both the Blue and Red Arenas. Both installs went very well and we have

received very positive feedback from user groups in regards to the changes that were made.

Prior to the start of the 2023-24 hockey season, we had two hockey schools over back-to-back weeks take up residence at the SRC at the end of August. First, the East Central Hockey School took over the building for their annual sold-out camp in August, hosting both local and out of town participants. The second school was put on by the Olds College Bronco's hockey team and it was an all-female camp that was very well received within the community and surrounding area, and also filled a historical gap in ice bookings prior to hockey and figure skating starting their ice bookings.

Overall arena user numbers remain steady within the SRC. We lost one historical adult recreation team, but gained 3 additional groups; this is a great increase in one year. SMHA continues to be a model association for female hockey programming, which keeps their numbers historically steady and utilizes our early morning ice times that are available. Figure skating and Fun Hockey are our other two significant user groups that continue to utilize their historical ice bookings.

Parks & Open Spaces

As with previous years, Parks and Leisure Services staff were busy ensuring our facilities, Parks, and open spaces were maintained to the highest standard while also completing a few new projects throughout the year.



In addition to overseeing operations in the SRC this winter, staff were busy ensuring that the Skating Oval was flooded for the public. Staff have prepped the Oval for the start of the 2023-24 season, adding holiday lights to the interior trees of the Oval. The Public Works team does a great job of getting the Oval ready for the winter, then turns that space over to Parks and Leisure staff to maintain using the ice resurfacing machine once it has been built up. All other outdoor skating surfaces are built and maintained by the Public Works team, who have now built berms around all surfaces that will help during warm weather and water running out. The Public Works team has also built an additional surface to accommodate the east end of town with a new surface that will be built at the East Tot Lot.

During spring and summer months Parks and Leisure staff were entrenched in the regular duties of ongoing care and maintenance of parks and green spaces, tree pruning and flower beds/pots, in addition to a number of other key projects related to our parks and open spaces.

Parks & Leisure Administration

Staff continue to sit and work on various internal/external committees such as the Stettler Wellness Network, which wrapped up its AHS Healthy Communities Initiatives Grant in 2023. This focused on volunteerism and its impacts on community connection, mental health, etc. As part of that committee, the Community Block Party Trailer was established and was booked out 35 days this past summer. Further, a volunteer web portal was created on Stettler Connects to help volunteer/non profit organizations connect with potential volunteers. A community engagement event was then held to review community survey findings, featuring a demo of the volunteer portal and a guest speaker (Amanda Sokol of Goosetroop).

Senior Staff also met regularly throughout the year with Stettler's Circle of Services, the Heartland Beautification Committee, and Culture Days. Internally, meetings were held as part of the Town of Stettler Strategic Plan with the Corporate Identity Committee, Parks

and Open Spaces Committee, SRC Expansion/Field House Committee, and the Town of Stettler Christmas Destination Committee.

In-person meetings were held throughout the year with various key stakeholder groups to assist them with their programming opportunities, facility usage/access/fee's, etc. Groups included the Senior Centre Drop-In Club, Swim Club, Minor Hockey, Figure Skating, Minor Lacrosse, Fun Hockey, Stettler Imperials, Minor Ball and Minor Soccer.

Fire

We work in an environment that can be very challenging both mentally and physically. We depend on each other to be dedicated, honourable, compassionate and competent. Our team of firefighters was challenged to its very core in 2023. Our willingness to continue to provide unwavering service to our citizens is a true reflection of our team.

Some of the events, services and training accomplished in 2023 include:



Polar Dip
Fundraiser



Confined
Space Entry &
Rescue
Operations





Annual
Food Blitz for
the Stettler
Food Bank



Fire
Apparatus
Pump
Testing



Fire Prevention
Week Open House



Public
Education

Staff Recognition:

As an important aspect of our overall Human Resources Strategy, Council has considered an annual recognition for all Town Staff over the past number of years, as follows:

2007	-	\$250 in local Heart of Alberta Dollars
2008	-	\$200 in local Heart of Alberta Dollars
2009	-	\$250 in local Heart of Alberta Dollars
2010	-	\$250 in local Heart of Alberta Dollars
2011	-	\$300 in local Heart of Alberta Dollars
2012	-	\$300 in local Heart of Alberta Dollars
2013	-	\$325 in local Heart of Alberta Dollars
2014	-	\$325 in local Heart of Alberta Dollars
2015	-	\$325 in local Heart of Alberta Dollars
2016	-	\$325 in local Heart of Alberta Dollars
2017	-	\$325 in local Heart of Alberta Dollars
2018	-	\$350 in local Heart of Alberta Dollars
2019	-	\$350 in local Heart of Alberta Dollars
2020	-	\$350 in local Heart of Alberta Dollars
2021	-	\$350 in local Heart of Alberta Dollars
2022	-	\$350 in local Heart of Alberta Dollars

The local "Heart of Alberta Dollars" are designed to facilitate shopping in Stettler. They can be used to make purchases at participating Stettler businesses as part of the Stettler Board of Trade's 'Shop Local' campaign, which helps to encourage re-investment in our local economy.

2023 Perspective

Stettler has always been "The Heart of Alberta," and a great model of sustainability in rural Alberta. We are very lucky to live in a place where our Mission Statement shapes our daily lives.

Each season in Stettler presents its own opportunity for excellence, whether it be the dedication to snow removal, innovation in summer event planning, or the development of thoughtful budgets that consider every aspect of quality of life. As Senior Administration reflects on 2023 as a whole, we bring forward this review with pride. Year after year, we witness monumental achievements, out-of-the-box thinking, and the surpassing of already high standards. The culmination of these efforts is what continually inspires our confidence in an extraordinary future for Stettler.

The Town of Stettler recognizes the importance of motivating, rewarding and developing employees. As such, this program has been developed to recognize individual and team efforts and to encourage employees to meet their full potential at the workplace. Employees are the Town's most valuable asset and play a critical role in contributing to the attainment of the Town's objectives and mission. Recognition can take many forms, and all employees are encouraged to recognize co-workers and fellow employees for exceptional performance or significant contributions. Universal employee recognition benefits approved by Council are a positive tool for creating pride and job satisfaction within the entire organization, and Council's consideration of this recognition is greatly appreciated, especially given high inflationary impacts in 2023.

MEMORANDUM

To: Leann Graham, CAO

From: Steven Gerlitz, Assistant CAO

Date: November 30, 2023

Re: 2023 Tax Public Auction – November 28, 2023 – 1:00pm
6-17-RN54A – 4810 – 48th Street



Recommendation

That the Town of Stettler following the Tax Sale Public Auction on November 28, 2023, for the following property: Lot 6 Block 17, Plan RN54A – 4810 – 48th Street, elect to taking Title to the property through Tax Forfeiture.

Rational

- Total tax owing is \$6,613.33.
- Registered mail has been returned unclaimed.
- Enforcement would be a long process. Planning and Development Department have started enforcement process. Experiencing difficulty in finding owner and having registered letters returned or unable to serve enforcement documents.
- Town can proceed with cleanup of property.
- The cost to clean up the property plus the outstanding taxes would likely be close to the market value of the land.
- The Town can sell the property following cleanup.

Financial Implications

- Fair market value (reserve bid) – Land - \$66,900 / Improvements - \$53,580 = \$120,480
- Estimated taxes per year - \$1,198.49.
 - Municipal - \$839.44
 - ASFF - \$303.73
 - Seniors - \$55.32
- Amount owing - \$6,613.33 (November 28, 2023)

Background

The 2023 Tax Public Auction on November 28, 2023, was not attended by anyone and the property was **not** sold. The Town now has the following 3 options when a property is not sold at a public auction:

1. 'Tax Forfeiture' Title

The municipality does not purchase the property, but registers its name on title if the property goes unsold at public auction by registering a Tax Forfeiture Instrument (a "Notification of Municipal Acquisition" form). This allows the municipality to rent, license, lease, or dispose of the property at a price as close as reasonably possible to market value in an effort to recoup the arrears and taxes. If the property is not

disposed of under s. 425(1), the municipality may, 15 years following the date of the public auction, request that the Registrar cancel the existing certificate of title marked 'Tax Forfeiture' and issue a certificate of title in the name of the municipality. **Taxes and penalties do not continue to accrue.**

2. Clear Title

After the municipality has acquired Tax Forfeiture Title, the municipality can acquire the property by depositing an amount equal to the reserve bid \$120,480 (market value) into a separate account. The amount paid goes to the tax arrears and all costs and expenses as required under s. 427(2). The municipality must notify the previous owner if there is money remaining and return any excess to the previous owner. The property is then the municipality's to do with as they wish.

3. Do Nothing:

Taxes and penalties continue to accrue and remain on the municipalities' books as a growing liability. The municipality cannot dispose of the property or rent, license or lease it. This option does not allow the property to revert to the municipality after the 15 year time period. However the Town has the option of "Tax Forfeiture" Title at any time moving forward provided the taxes remain in arrears. Taxes and penalties remain a secure priority upon title.

Address Issues on the Lands either with Right to Possession or as legal Owner of the Lands (Tax Forfeiture)

Given that the Town has already held the Auction, the town is entitled to possession of the Lands in accordance with Section 420 of the MGA and would have the authority to address the unsightly condition of the same.

Transfer of Parcel to Municipality - Section 424 ('Tax Forfeiture' Title)

Given that the land did not sell at the Auction, the Town could become the owners of the Lands in accordance with Section 424 of the MGA before addressing the unsightly condition of the same. Becoming the legal owner of the Lands in "tax forfeiture" would provide the Town with greater certainty as to its right to address the condition of the Lands. While the Town would still need to take specific steps to ensure more "significant" enforcement measures like demolishing structures was justified, having legal ownership of the Lands would remove the need for issuing a new enforcement order before taking those steps. Prior to addressing the specific issues on the lands, the town would need to confirm that its intended course of action would NOT decrease the value of the Lands and ideally, would increase the value of the Lands.

While the Town can proceed with more minor work like snow removal, mowing the grass and removing garbage from the Lands at this time due to right of possession, once the Town has title to the Lands in "tax forfeiture", it will have greater certainty as to its right to address the condition of the Lands and complete more significant work. The Town will first need to confirm, through an appraisal of the property, that the structure either adds no value to the property or more appropriately, diminishes the market value of the property due to its presence.

Municipalities' Right to Possession Following the Public Auction Section 420

When a property is not sold, a municipality is entitled to possess the property from the date on which a parcel of land is offered for sale at public auction. If a property is occupied and the

municipality encounters resistance, it will have to apply to the Court of Queen's Bench for an order for possession (section 420(2)). In the case of properties being rented out as a residence by the previous owner, the municipality must follow the processes to obtain vacant possession outlined in the Residential Tenancies Act.

Municipal Process for Disposing of Unsold Properties

The municipality must acquire title to the land, pursuant to section 424, before disposing of the property in accordance with section 425(1).

After title is obtained under section 424, the municipality may sell the property at a price as close as reasonably possible to the market value, per section. 425(1)(a).

After receiving the title to a property under section 424, a municipality may also grant a lease, licence, or permit in respect of the parcel. The municipality can establish the conditions for these types of dispositions.

Some possible options to assist in selling the property include direct sale, by tender, or through a real estate agreement. On selling the property, the municipality must transfer the title to the purchaser by submitting a "Transfer of Land" form to a Land Titles Office. Also contained on the "Transfer of Land" document is an "Affidavit Re Value of Land," which must be completed. The only liens and encumbrances remaining will be those in favour of the Crown in right of Canada.

Following the sale of a property, the municipality must request the discharge of the tax recovery notification for the Registrar of Land Titles to remove the words "Tax Forfeiture" from the new title.

There is a substantial difference between the titles the municipality receives to properties not sold at public auction (and subsequently transferred to the municipality), and the title that the municipality receives should it purchase the property under section 425(1)(b). In the first situation (Tax Forfeiture Title), the Certificate of Title retains the Tax Forfeiture clause and in the second (Clear Title) it does not. In the latter situation, the municipality can use or dispose of the property, the same as any other clear title landowner.

Revival of Title - Section 426

If the tax arrears in respect of a property are paid after the municipality acquires the title to the property (Tax Forfeiture Title) under section 424 but before selling the property under section 425, it must notify the Registrar to revive the title of the original owner. As noted previously, payment of tax arrears can be handled in a number of ways, including by lease or rent or by payment by the previous owner(s) or by any other party.

MEMORANDUM

Date: December 1, 2023

To: Leann Graham
CAO

From: Melissa Robbins
Director of Operational Services

Re: Recommendation of Award of 2024 Chemical Tender

Background:

Every year a Chemical Supply Bid is sent to suppliers for process chemicals at the water treatment plant. Historically, the plant uses an average of \$195,000 annually for chemicals. The 2024 operating budget for chemical purchase is set at \$200,000. Within the memorandum is the summary of bids and selected suppliers. Prices are NSF/ANSI Standard 60 Certified. Included for comparison are the 2023 prices.

Summary of Bids:

Chemical Name	Estimated Quantity (kg)	2023 (\$/kg)	2024 Tender prices				
			Cleartech \$/kg	Singletrack Solutions Corp. \$/kg	Univar \$/kg	Klearwater \$/kg	Brenntag \$/kg
Aluminum Chlorohydrate Coagulate					1.64	1.485	
Citric Acid	800	4.77	3.75		2.79		1.25
Copper Sulphate	1600	8.42	7.7		7.99		
Copper Based Bacteriostatic Algacide			7.11		7.6	7.93	
Sulphuric Acid (93%)	44000	0.631	0.966		1.12		
Powder Activated Carbon	4000	3.64	2.14		6.62		
Clearfloc AP1065	300	9.87	10.65		Did not meet spec	9.68	
Aqua Ammonia (29%)	4500	2.65			4.39		2.75
Hydrofluosilicic Acid (19.8%)	6000	1.88	1.99	1.53	1.63	3.40 (45%)	
Sodium Hydroxide (25%)	120000	0.44	0.48		0.5		
Sodium Hypochlorite (12%)	65000	0.71	0.81	1.23			
Citric Acid (50%)	3200	2.62	1.74		2.12		
Calcium Thiosulphate (20-30%)	3800	1.88	1.69	1.52	2.85		
Magnafloc LT 22S	300	11.3			Did not meet spec	10.64	12.64

Chemical prices for 2024 have stabilized from 2023, where we previously saw extreme price increases over the previous year pricing. Moving forward into 2024, we expect to be slightly under the 2024 budget allocation of \$200,000.

Recommendation:

Administration respectfully recommends Town of Stettler Council award the 2024 Chemical Supply Bids as presented.

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77017	77033
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Box Centre Inc.	77017	2023-11-24	\$12,197.05

Invoice Description	Invoice Number	Invoice Amount	
Equip Deck for #193 Dodge	1457	\$12,197.05	

Canada Post Corporation	77018	2023-11-24	\$1,434.21

Invoice Description	Invoice Number	Invoice Amount	
Water Bill Postage	9889747669	\$1,434.21	

Central Alberta Fire Protectio	77019	2023-11-24	\$619.50

Invoice Description	Invoice Number	Invoice Amount	
SRC Inspect water based Fire	13110	\$619.50	

Centratech Technical Services	77020	2023-11-24	\$9,907.63

Invoice Description	Invoice Number	Invoice Amount	
Fire SCBA High Pressure Cyli	145874	\$9,907.63	

Corspraying	77021	2023-11-24	\$1,360.44

Invoice Description	Invoice Number	Invoice Amount	
Subd Land Dev Weed Control Con	2342	\$1,360.44	

Downey, Myrna	77022	2023-11-24	\$64.76

Invoice Description	Invoice Number	Invoice Amount	
Refund Oct & Nov TXDD	2023.11.16	\$64.76	

Ford, Judy	77023	2023-11-24	\$160.00

Invoice Description	Invoice Number	Invoice Amount	
Fitness Area 8 Line Dance Clas	2023.11.30	\$160.00	

Future Ag Inc	77024	2023-11-24	\$44.79

Invoice Description	Invoice Number	Invoice Amount	
Park Tractor #37 Oil Filter	IS78998	\$44.79	

Greasely Bear Services	77025	2023-11-24	\$650.00

Invoice Description	Invoice Number	Invoice Amount	
SRC Kitchen Exhaust Cleaning	1716	\$650.00	

Klay Tate Productions	77026	2023-11-24	\$735.00

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Snofest FamilyDay Carnival Dep		2023.11.16	\$525.00
Skate With Santa Deposit		2023.11.15	\$210.00
Metalex Metal Buildings Inc.	77027	2023-11-24	\$1,312.50
Invoice Description	Invoice Number	Invoice Amount	
Water Dispensor Replaced Damag	30444	\$1,312.50	
Pnewko Trucking Limited	77028	2023-11-24	\$3,150.00
Invoice Description	Invoice Number	Invoice Amount	
HBC 10 Raised Garden Beds	112186	\$3,150.00	
RCAP Leasing	77029	2023-11-24	\$218.40
Invoice Description	Invoice Number	Invoice Amount	
Office Telecommunications Inst	844243	\$218.40	
Schissler, Donna	77030	2023-11-24	\$1,442.17
Invoice Description	Invoice Number	Invoice Amount	
Wtr Refund Util AC Cr Balance	2023.11.22	\$1,442.17	
Town of Stettler - Petty Cash	77031	2023-11-24	\$185.30
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Registered Mail/Lotto Ti	2023.11.22	\$185.30	
Town Trophy & Gifts	77032	2023-11-24	\$58.75
Invoice Description	Invoice Number	Invoice Amount	
Office Black Name Bar	15927	\$58.75	
Woody's Automotive Ltd.	77033	2023-11-24	\$2,242.23
Invoice Description	Invoice Number	Invoice Amount	
Shop Windshield Washer Fluid	849399	\$79.97	
Shop Bench Grinder Flange Nuts	846408	\$4.44	
Shop Towels	849248	\$66.16	
Shop Windsheild Washer Fluid	847785	\$39.98	
Trans/Water/Parks 5W30 Oil	848726	\$1,009.55	
Trans Trailer #171 Oil & Paint	845209	\$62.27	
Trans Tandem #86 Oil Filter	845889	\$104.69	
Trans Loader #182 Air Filter	846069	\$84.02	
Trans #193 Grommets LED Lights	849418	\$71.53	
Trans Tie Down Straps/Snow Bru	848091	\$166.08	
Water #175 Ignition Coil	844675	\$87.53	
Water #175 Oil Filter	844708	\$5.39	
SRC Zamboni #38 Oil Filter	847376	\$7.20	
SRC Zamboni #68 Oil	848724	\$32.76	
Parks #132 Ignition Cylinder	844861	\$126.77	
Parks #132 Ignition Housing	844981	\$183.34	
Parks #132 Oil Filter	845040	\$5.39	
Parks #132 Wiper Blades	845795	\$27.54	
Parks #37 Air Filter	848837	\$54.55	
Parks Tractor #37 Fuel Seperat	848903	\$23.07	
Total Cheques			\$35,782.73

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77034	77040
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cal-Trac Contracting Ltd.	77034	2023-12-01	\$5,040.00

Invoice Description		Invoice Number	Invoice Amount

Snow Removal Nov & Dec Grader		304258	\$5,040.00

Corspraying	77035	2023-12-01	\$233.07

Invoice Description		Invoice Number	Invoice Amount

Wtr Trsf Stn Contracted Weed C		2340	\$138.08
Sewer Contracted Weed Control		2341	\$94.99

Parkland Audio	77036	2023-12-01	\$2,113.65

Invoice Description		Invoice Number	Invoice Amount

SRC Sound System Repairs		42534	\$2,113.65

Receiver General for Canada	77037	2023-12-01	\$49,677.24

Invoice Description		Invoice Number	Invoice Amount

Town Tax Remittance		PP24-23	\$41,248.32
Town Tax Remittance		PP24-23.	\$3,521.73
BOT Tax Remittance		PP24-23.BOT	\$1,919.15
Library Tax Remittance		PP24-23.LIBRAR	\$2,988.04

Western Canada Crane Inspectio	77038	2023-12-01	\$2,362.50

Invoice Description		Invoice Number	Invoice Amount

Fire Inspect Aerial Fire Truck		2693	\$2,362.50

Wm E Hay Composite High School	77039	2023-12-01	\$2,070.87

Invoice Description		Invoice Number	Invoice Amount

HBC Build Tool Shed		2024-31	\$2,070.87

Yellow Pages	77040	2023-12-01	\$76.73

Invoice Description		Invoice Number	Invoice Amount

Office Nov Directory Advertisi		INV04093450	\$76.73

		Total Cheques	\$61,574.06
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0006762	EFT0006808
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																	
Acklands - Grainger Inc.	EFT0006762	2023-11-28	\$1,691.63																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Pool Safety Supplies</td> <td>9865884127</td> <td>\$171.93</td> </tr> <tr> <td>Pool Safety Supplies</td> <td>9868658809</td> <td>\$125.85</td> </tr> <tr> <td>Pool Janitor Supplies</td> <td>9888226165</td> <td>\$149.38</td> </tr> <tr> <td>Pool 3 Air Filters</td> <td>9888265486</td> <td>\$1,244.47</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Pool Safety Supplies	9865884127	\$171.93	Pool Safety Supplies	9868658809	\$125.85	Pool Janitor Supplies	9888226165	\$149.38	Pool 3 Air Filters	9888265486	\$1,244.47																		
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Action Plumbing & Excavating	EFT0006763	2023-11-28	\$1,085.71																																	
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Bagshaw Electric Ltd.	EFT0006764	2023-11-28	\$1,811.19																																	
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Bond-O Communications Ltd.	EFT0006767	2023-11-28	\$19.95																																	
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Bond-O Security	EFT0006768	2023-11-28	\$268.80																																	
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SRC New Pool Hallway Camera	BONDOIN128401	\$268.80																																		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Border Paving Ltd.	EFT0006769	2023-11-28	\$5,650.31

Invoice Description	Invoice Number	Invoice Amount	
Roads Hot Mix Asphalt for Patc	75028	\$4,207.14	
Roads Hot Mix Asphalt	75147	\$1,443.17	

Bounty Onsite Inc.	EFT0006770	2023-11-28	\$4,742.55

Invoice Description	Invoice Number	Invoice Amount	
Office Sidewalk Salt Tote	001-147525	\$1,704.39	
Trans Insulated Coveralls	001-147324	\$256.41	
Trans Poly Sandbags - Snow Fen	001-147121	\$25.20	
WTP Janitor Supplies	001-147038	\$189.70	
Water Food Grade Grease Hydran	001-146654	\$114.74	
Water 2" Fittings to extend at	001-147319	\$81.94	
Water 2" Camlock Fittings for	001-147333	\$13.25	
SRC Janitor Supplies	001-146889	\$1,291.71	
SRC Janitor Supplies	001-146302	\$1,065.21	

Burmac Mechanical 2000	EFT0006771	2023-11-28	\$59.44

Invoice Description	Invoice Number	Invoice Amount	
Shop Fuel Pump repair parts	106325	\$41.74	
WTP SCH 80 Unions	106095	\$17.70	

Canadian Tire #671	EFT0006772	2023-11-28	\$1,012.41

Invoice Description	Invoice Number	Invoice Amount	
Roads Christmas Tree Decoratio	1142	\$368.76	
Roads Decorations, Glue, Cutte	1143	\$178.34	
Roads Christmas Decorations	1190	\$36.74	
WTP Block Heater Extension Cor	1224	\$124.78	
SRC Dustpans/Brooms/Tools	1196	\$168.97	
SRC 2 Extension Cords	1147	\$141.10	

Canoe Procurement Group of Can	EFT0006773	2023-11-28	\$24,944.29

Invoice Description	Invoice Number	Invoice Amount	
Trans/Water/Parks Diesel Marke	PF-11541-11039	\$6,445.34	
Trans Tandem #24 Tire Repair	AB184931	\$88.03	
Trans Trailer #171 Tire Repair	AB184939	\$51.40	
Trans #86 New Tires & Rim on	AB186528	\$1,698.65	
Street Clean Grader #145 Curbs	AB188911	\$661.58	
Snow Removal Grader #145 Front	AB185106	\$5,648.63	
SRC Janitor Supplies	AB186839	\$285.81	
Parks Pickup #83 TPMS Sensor	AB186526	\$361.87	
Parks Tractor #37 Tire Repair	AB187953	\$123.68	
Misc Dept Equip Fuel	PF-11500-10998	\$9,579.30	

Caro Analytical Services	EFT0006774	2023-11-28	\$1,457.40

Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2326949	\$220.50	
WTP Water Analysis	IC2327007	\$339.15	
WTP Water Analysis	IC2327034	\$897.75	

Cas Tech Inc.	EFT0006775	2023-11-28	\$843.15

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop Brother MFC Printer	1406		\$843.15
ClearTech Industries Inc.	EFT0006776	2023-11-28	\$10,291.65
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Container Dep	INV1090224	\$2,645.66	
WTP Chemicals	INV1089769	\$8,826.11	
Contact Safety Service Ltd.	EFT0006777	2023-11-28	\$7,123.95
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Service Fire Extinguisher	14125	\$835.80	
Shop Service Fire Extinguisher	14132	\$2,607.89	
WTP Service Fire Extinguishers	14089	\$489.83	
Water Service Fire Extinguishe	14133	\$233.63	
Water Service Fire Extinguishe	14131	\$287.70	
Bus Garage Service Fire Exting	14130	\$68.25	
Health Unit Service Fire Extin	14119	\$372.75	
SRC Service Fire Extinguishers	14116	\$1,030.05	
Pool Service SCBA Breathing Ai	14110	\$217.35	
Pool Service Fire Extinguisher	14118	\$453.60	
Com Hall Service Fire Extingui	14120	\$527.10	
Dean's Machine Inc.	EFT0006778	2023-11-28	\$184.74
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans Machine Washers for	48084	\$184.74	
Diverse Signs N Designs Inc.	EFT0006779	2023-11-28	\$97.34
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop Unit Number Decals	10696	\$97.34	
GT Hydraulic & Bearing	EFT0006780	2023-11-28	\$1,200.46
=====			
Invoice Description	Invoice Number	Invoice Amount	
Equip Hydrovac #162 Crimp new	000-403524	\$42.84	
Trans Trailer #171 Re-Seal Cyl	999-029383	\$435.63	
Water Loader #152 Fittings	000-403560	\$332.74	
Pool 6 Belts & Freight	000-403098	\$389.25	
Hach Sales & Service Ltd.	EFT0006781	2023-11-28	\$5,635.35
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP AMC Bi-Yearly Service	333064	\$5,635.35	
Heartland Auto Supply	EFT0006782	2023-11-28	\$6,019.69
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Premium Handwash wi	001-552801	\$576.71	
Fire Red Battery Cable Squad17	001-555568	\$148.53	
Fire Plastic Welder Tubes	001-556010	\$21.24	
Shop General Supplies	001-553852	\$641.49	
Hydrovac Fittings hose reel	001-555756	\$56.36	
Trans Skidsteer #117 2-way Rad	001-553732	\$7.30	
Trans Back-Hoe #36 Fittings	001-554266	\$59.48	
Trans Grader #145 Plow Bolts	001-554330	\$364.06	
Trans Tadem #86 Oil Filter & T	001-554442	\$128.05	
Trans Tandem #24 Fittings/Plug	001-554609	\$535.12	
Trans #193 Air Bag Kit & Hardw	001-555422	\$1,312.39	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans Alloy Bar Sign Breakaway	001-554551		\$17.85
Trans Reflective tape for pole	001-553948		\$39.61
Water Hydrovac Protective Spra	001-553477		\$75.22
Water #175 Wiper Blades	001-555458		\$31.50
Water #152 Bushings/Filter/Plu	001-555527		\$55.11
Water #135 Wiper Blades	001-555545		\$46.31
Water Generator 3500W Inverter	001-554852		\$1,650.00
SRC Zamboni #38 Battery & Pain	001-555022		\$205.94
Parks #37 Hydraulic Couplers	001-553916		\$42.65
Parks Pickup #191 Switch	001-555608		\$4.77
=====			
Heartland Overdoor	EFT0006783	2023-11-28	\$5,045.28
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop Repair Shop Door in Mech	2023-218	\$2,457.03	
Shop Overhead Door Inspections	2023-220	\$2,131.50	
SRC Overhead Door Inspections	2023-219	\$456.75	
=====			
Hitch to Headlights	EFT0006784	2023-11-28	\$404.04
=====			
Invoice Description	Invoice Number	Invoice Amount	
Roads Repalce Air Bag Unit #86	6472	\$404.04	
=====			
Industrial Machine Inc.	EFT0006786	2023-11-28	\$2,171.36
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Edger Replacement Batterie	47100	\$1,689.12	
SRC Zamboni Board Brushes	46952	\$482.24	
=====			
Jeremy Verhoven Trucking	EFT0006787	2023-11-28	\$3,150.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water Clay for shop stock yard	2071	\$3,150.00	
=====			
Joe Johnson Equipment	EFT0006788	2023-11-28	\$7,478.68
=====			
Invoice Description	Invoice Number	Invoice Amount	
Street Clean Elevator Chains &	P57241	\$7,478.68	
=====			
KaizenLAB Inc.	EFT0006789	2023-11-28	\$219.04
=====			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0091587	\$109.52	
Sewer Lagoon Sampling	INV0091726	\$109.52	
=====			
Kathy's Printing Service	EFT0006790	2023-11-28	\$250.95
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water 1000 Meter Replacment	6565	\$250.95	
=====			
Keiths Refrigeration	EFT0006791	2023-11-28	\$1,782.49
=====			
Invoice Description	Invoice Number	Invoice Amount	
Health Unit Fall Service Heati	23502	\$1,412.89	
SRC Concession Cooler Repair	23563	\$369.60	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Lawlor, Gord	EFT0006792	2023-11-28	\$72.00

Invoice Description		Invoice Number	Invoice Amount
Counc Parkland Library Board		2023.11.16	\$72.00
=====			
OK Tire Stettler	EFT0006793	2023-11-28	\$158.82

Invoice Description		Invoice Number	Invoice Amount
Trans Tandem #24 Tire Repair		IN102549	\$65.63
Water Tandem #3 Tire Repair		IN103731	\$93.19
=====			
Peavey Mart	EFT0006794	2023-11-28	\$1,182.92

Invoice Description		Invoice Number	Invoice Amount
Trans iHot Hands & Foot Warmer		2004298004	\$112.81
Trans Decoration Plug Ends		2004380003	\$151.07
Trans Winterizing Antifreeze		2002416003	\$50.32
Trans Winterizing Antifreeze		2002594003	\$56.61
Water Jet Pump		2001769003	\$472.49
Water 1/2 Hp Pump		2001788003	\$524.99
Water Rotary 8.5G/100 Pump		2002680003	\$104.99
Parks Rull Rope for equipment		3002783003	\$9.67
=====			
Purolator Courier Ltd.	EFT0006795	2023-11-28	\$617.78

Invoice Description		Invoice Number	Invoice Amount
WTP & Water Trans Freight		454702755	\$617.78
=====			
Rally Rentals	EFT0006796	2023-11-28	\$193.09

Invoice Description		Invoice Number	Invoice Amount
Shop Hard Surface Welding Rod		1147	\$15.17
Shop Hard Surface Welding Rods		1178	\$15.17
Trans Post Pounder Rental		1093	\$162.75
=====			
Rider, Murray	EFT0006797	2023-11-28	\$250.00

Invoice Description		Invoice Number	Invoice Amount
Roads CUPE Clothing Allowance		2023.11.21	\$250.00
=====			
Roadway Traffic Products	EFT0006798	2023-11-28	\$38.80

Invoice Description		Invoice Number	Invoice Amount
Signs New Subdivision Signs		11094	\$38.80
=====			
Schwartz Home Building Centre	EFT0006799	2023-11-28	\$60.14

Invoice Description		Invoice Number	Invoice Amount
HBC Com Garden Sign Materials		858663	\$60.14
=====			
Stettler Building Supplies Ltd	EFT0006800	2023-11-28	\$527.52

Invoice Description		Invoice Number	Invoice Amount
Trans New Side Boards #24		AL2061	\$114.01
Trans Side Boards Materials#86		AL2222	\$87.74
Homesteader Park Entry Sign Ma		AL1120	\$106.33
HBC Downtown Park Materials		AL1851	\$6.29

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HBC Downtown Park Materials	AL1736		\$77.33
Parks Memorial Park Bench Supp	AL1908		\$91.25
Parks Memorial Park Bench Supp	AL1925		\$44.57
=====			
Stettler Dodge Ltd.	EFT0006801	2023-11-28	\$228.52

Invoice Description	Invoice Number	Invoice Amount	

Trans 3/4 Ton #45 Runnability	460625	\$228.52	
=====			
Stettler Equipment Sales & Ren	EFT0006802	2023-11-28	\$418.24

Invoice Description	Invoice Number	Invoice Amount	

Roads Cemetery Auger Teeth	144254	\$418.24	
=====			
Stettler Home Hardware	EFT0006785	2023-11-28	\$589.69

Invoice Description	Invoice Number	Invoice Amount	

Office 3 water refills	135060	\$15.75	
Office 3 water refills	135200	\$15.75	
Office Tissue/Vingear/Fan	135229	\$127.02	
Office 6 keys cut	135230	\$18.84	
Shop 2 water refills	135131	\$7.50	
Shop Cat Food & Supplies	135204	\$40.93	
Shop 2 water refills	135254	\$7.50	
Water Spray Foam A Lift Cracks	135196	\$32.00	
Cemetery Weedeater Fuel	135032	\$31.96	
Cemetery Weedeater Fuel	134952	\$31.69	
Cemeter Weedeater Fuel	135150	\$31.96	
P&D 2 Hooks	135094	\$36.73	
SRC Pen	135183	\$11.54	
SRC Blower Mixed Fuel	135223	\$41.99	
SRC Blower Mixed Fuel/Brushes	135221	\$131.20	
SRC 2 U-Bolts	134954	\$7.33	
=====			
Stettler Registry Services Ltd	EFT0006803	2023-11-28	\$125.25

Invoice Description	Invoice Number	Invoice Amount	

Parks Commercial Drivers Abstr	SR100024913	\$125.25	
=====			
Turner Efficiency Coaching Inc	EFT0006804	2023-11-28	\$3,307.50

Invoice Description	Invoice Number	Invoice Amount	

Admin/Computer/P&D Efficiency	202302000	\$3,307.50	
=====			
Uptown Office Supply Ltd.	EFT0006805	2023-11-28	\$871.01

Invoice Description	Invoice Number	Invoice Amount	

Office Stationery	07331B	\$252.46	
Office Stationery	07418B	\$94.43	
Office Stationery & Supplies	07440B	\$53.10	
Office Stationery	07485B	\$122.72	
Office Stationery	07492B	\$10.88	
Shop Decal numbers for Units	07306B	\$20.03	
Computer 2 Sharpies	07491B	\$8.32	
HBC Cork Board	07453B	\$73.43	
P&L Office Supplies	07206B	\$99.31	
P&L Business Card Paper	07394B	\$41.92	
P&L Carstock & Envelopes	07404B	\$8.61	
P&L Stationery	07428B	\$85.80	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Westvac Industrial Ltd.	EFT0006806	2023-11-28	\$29,127.76
=====			
Invoice Description	Invoice Number	Invoice Amount	
Equip Rebuild Hydrovac Fan#162	W14326	\$27,499.23	
Hydrovac #162 Wash Ring	P02171	\$1,628.53	
=====			
Wet Water Industries Ltd.	EFT0006807	2023-11-28	\$153.78
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Nov Wtr Treat Equip	AR51619	\$76.89	
Fire Joint Dec Wtr Treat Equip	AR52414	\$76.89	
=====			
Yost, Dustin & Maria Cristine	EFT0006808	2023-11-28	\$2,000.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Com Hall Nov Hall Janitor	2023.11.01	\$2,000.00	
=====			
Total Cheques			\$134,918.67
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0006809	EFT0006835
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0006809	2023-12-05	\$684.35

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP24-23	\$684.35	

Barnes, Roger	EFT0006810	2023-12-05	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC Dec Phone Allowance	2023.12.01	\$25.00	

Brennan, Maya	EFT0006811	2023-12-05	\$150.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Dec Travel Allowance	2023.12.01	\$150.00	

Canadian Union of Public Emplo	EFT0006812	2023-12-05	\$660.00

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP24-23	\$660.00	

Capital Power	EFT0006813	2023-12-05	\$92,167.89

Invoice Description	Invoice Number	Invoice Amount	
Oct Power Bill	5183927	\$85,441.46	
Affiliate Oct Power Bill	5183914	\$6,726.43	

Dahl, Steven	EFT0006814	2023-12-05	\$50.00

Invoice Description	Invoice Number	Invoice Amount	
Shop Tools	2023.12.01	\$50.00	

Dodd, Sonia	EFT0006815	2023-12-05	\$125.00

Invoice Description	Invoice Number	Invoice Amount	
Admin Dec Trvl/Pool Cell Allow	2023.12.01	\$125.00	

Dolan, Lori	EFT0006816	2023-12-05	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Dec Phone Allowance	2023.12.01	\$25.00	

Fort Garry Industries Ltd.	EFT0006817	2023-12-05	\$8,892.50

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns Diagnose & Repair PTO	B1272692	\$8,892.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Gerlitz, Steven	EFT0006818	2023-12-05	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Trvl & Cell A	2023.12.01	\$100.00	
Graham, Leann	EFT0006819	2023-12-05	\$375.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Trvl & Cell A	2023.12.01	\$375.00	
Hadley Concrete	EFT0006820	2023-12-05	\$40,362.93
Invoice Description	Invoice Number	Invoice Amount	
Sidewalks - 2023 Sidewalk Repl	2332	\$40,362.93	
Heartland Glass Ltd.	EFT0006821	2023-12-05	\$48.20
Invoice Description	Invoice Number	Invoice Amount	
Parks New Mirror for #132	108658	\$48.20	
Leckie, Neil	EFT0006823	2023-12-05	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool Dec Cell Allowance	2023.12.01	\$25.00	
Local Authorities Pension Plan	EFT0006822	2023-12-05	\$32,184.33
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP24-23	\$32,184.33	
Macey, Mikayla	EFT0006824	2023-12-05	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Dec Tool Allowance	2023.12.01	\$25.00	
McCallum, Neil	EFT0006825	2023-12-05	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns CUPE Clothing Allow	2023.11.29	\$250.00	
Peterson, Chase	EFT0006826	2023-12-05	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool Dec Cell Allowance	2023.12.01	\$25.00	
Robbins, Brad	EFT0006827	2023-12-05	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Dec Travel Allowance	2023.12.01	\$100.00	
Saunders, Chris	EFT0006828	2023-12-05	\$221.60
Invoice Description	Invoice Number	Invoice Amount	
WTP CEU's For Certification	2023.11.23	\$221.60	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Dads Services	EFT0006829	2023-12-05	\$1,500.00

Invoice Description		Invoice Number	Invoice Amount
Water Billing Nov Meter Reader		2023-11	\$1,500.00

Stettler Vet Clinic	EFT0006835	2023-12-05	\$851.42

Invoice Description		Invoice Number	Invoice Amount
Bylaw Vet Clinic Fees		819768	\$127.58
Bylaw Vet Clinic Fees		820195	\$21.00
Trans Shop Cats Clinic Visit		819514	\$702.84

Stingray Radio Inc.	EFT0006830	2023-12-05	\$546.00

Invoice Description		Invoice Number	Invoice Amount
Nov Advertising		650900-11	\$546.00

Stormoen, Angela	EFT0006831	2023-12-05	\$175.00

Invoice Description		Invoice Number	Invoice Amount
P&D Dec Trvl & Cell Allowance		2023.12.01	\$175.00

Tagish Engineering Ltd.	EFT0006832	2023-12-05	\$19,135.96

Invoice Description		Invoice Number	Invoice Amount
TS116-Stettler Regional Airpor		20222	\$17,593.72
TS108-Water Reservoir Upgrades		20220	\$823.28
TS109-Lagoon Trsf Stn Rehab		20221	\$718.96

Tietge, Richard	EFT0006833	2023-12-05	\$252.98

Invoice Description		Invoice Number	Invoice Amount
WTP CEU's For Certification		2023.11.23	\$252.98

Ventnor, Coralee	EFT0006834	2023-12-05	\$160.50

Invoice Description		Invoice Number	Invoice Amount
SRC CUPE Clothing Allowance		2023.11.26	\$160.50

		Total Cheques	\$199,118.66

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000721	ONL000724
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Collabria Payment Processing	ONL000721	2023-11-24	\$12,207.54

	Invoice Description	Invoice Number	Invoice Amount

	SRC Air Freshners/Coffee Room	2023.11.12.761	\$143.44
	P&L Conference Registration	2023.11.12.765	\$1,276.44
	BOT Corp Visa	2023.11.12.BOT	\$2,672.61
	Fitness Area Janitor Supplies	2023.11.12.751	\$986.08
	WTP Flammable Cabinets/Freight	2023.11.12.767	\$3,826.36
	Fire Call Meals	2023.11.12.753	\$140.76
	Wtr Trns Training Meals/Asset	2023.11.12.763	\$508.03
	P&L Office Supplies	2023.11.12.764	\$11.29
	Fire Joint Protective Clothing	2023.11.12.755	\$29.18
	Eng Admin Asset Management Mea	2023.11.12.766	\$335.58
	Shop Coffee Room Supplies	2023.11.12.762	\$213.40
	Pool Programs Certification Fe	2023.11.12.756	\$797.96
	P.R. Fall Issue Town Life Post	2023.11.12.758	\$615.58
	Admin Travel Asset Management	2023.11.12.760	\$281.04
	GIS Training/Certification/Off	2023.11.12.768	\$322.07
	Shop Cat Litter/Trans Steel Ro	2023.11.12.754	\$47.72

Poulin's Professional Pest Con	ONL000722	2023-11-24	\$445.66
	Invoice Description	Invoice Number	Invoice Amount

	Office Joint Monthly Pest Cont	1626211	\$90.72
	WTP Monthly Pest Control	1626190	\$198.45
	SRC Monthly Pest Control	1626205	\$156.49

Shaw Cable	ONL000723	2023-11-24	\$73.50
	Invoice Description	Invoice Number	Invoice Amount

	Com Hall 12.17 - 01.16 WiFi	2023.11.17	\$73.50

United Farmers of Alberta	ONL000724	2023-11-24	\$4,536.91
	Invoice Description	Invoice Number	Invoice Amount

	Shop/Trans Hose & Nozzle Diese	SOINV5331699	\$1,507.83
	TRans Tie Down Straps	SOINV5300097	\$186.79
	Trans Lath for Snow Fence Inst	SOINV5299818	\$134.38
	Water Hi Vis Coverall/Spray Fo	SOINV5279957	\$100.25
	Water Camlock fitting for Flus	SOINV5331664	\$9.44
	Trans Post & Rails for Fence @	SOINV5247031	\$2,176.60
	Trans Gate & End Post for	SOINV5270339	\$94.08
	Parks Stakes for Oval	SOINV5336642	\$146.98
	Parks 4 Ratchet Straps	SOINV5331785	\$180.56

Total Cheques			\$17,263.61
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000725
Cheque Date	First	Last		ONL000727

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000725	2023-12-01	\$170.10

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint 11.19-12.18 Data Pl	2726863418	\$170.10	

Telus Communications	ONL000726	2023-12-01	\$2,545.45

Invoice Description	Invoice Number	Invoice Amount	

Telus Nov 22 to Dec 21,2023	2023.11.23	\$2,545.45	

Telus Mobility Inc.	ONL000727	2023-12-01	\$2,217.26

Invoice Description	Invoice Number	Invoice Amount	

Telus Mobility Nov 22 To Dec21	2023.11.21	\$2,217.26	

	Total Cheques		\$4,932.81
=====			

PRLS Board Meeting Minutes

November 16, 2023

The regular meeting of the Parkland Regional Library System Board was called to order at 10:05 a.m. on Thursday November 16, 2023 in the Combined Board Room, Lacombe.

Present: Barb Gilliat (Vice-Chair), Twyla Hale, Gord Lawlor, Ray Reckseidler

Present via Zoom: Jul Bissell, Doug Booker, Deb Coombes, Jaime Coston, Edna Coulter, Teresa Cunningham, Todd Dalke, Cal David, Dana Depalme, Amanda Derksen, Sarah Fahey, Richard Forsberg, Elaine Fossen, Dwayne Fulton, Clark German, Barbara Gibson, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Nancy Hartford, (alt. for Bryce Liddle) Julie Maplethorpe, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jordon Northcott, Jackie Northey, Jacquie Palm-Fraser, Jas Payne, Shawn Peach, Leonard Phillips, Diane Roth, Deb Smith, Les Stulberg, Harvey Walsh, Carlene Wetthuhn, Shannon Wilcox, Bill Windsor, Janice Wing

With Regrets: Alison Barker-Jevne

Absent: Jeff Eckstrand, Doug Francoeur, Michael Hildebrandt, Cody Hillmer, Darryl Motley, Bill Rock, Sandy Shipton, Patricia Young

Visitors: Jocelyn Baxter, Diane Elliott

Staff: Hailey Halberg, Kara Hamilton, Emma McPherson, Andrea Newland, Ron Sheppard, Tim Spark, Donna Williams

Call to Order

Meeting called to order at 10:05 a.m. by Barb Gilliat.

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

Motion by Teresa Cunningham to excuse Alison Barker-Jevne from attendance at the board meeting on November 16, 2023 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 55/2023

1.1 Agenda

1.1.2 Adoption of the Agenda

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

Motion by Len Phillips to accept the agenda as presented.

CARRIED
PRLS 56/2023

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the September 14, 2023 minutes. There were none.

Motion by Joy-Anne Murphy to approve the minutes of the September 14, 2023 meeting as presented.

CARRIED
PRLS 57/2023

1.3. Business arising from the minutes of the September 14, 2023 meeting

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

2. Business Arising from the Consent Agenda

Gilliat asked if there was any business arising from the consent agenda. Joy-Anne Murphy asked to put the Budget Update on the active agenda as she had some questions. It was put on the agenda as *Agenda Item 2.4. - Business Arising from the Consent Agenda*.

Murphy sought and received some clarification regarding some lines found under the *“Support materials and Services Directly to Libraries”* section of the Budget Update.

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

CARRIED
PRLS 58/2023

3.1. Election of Board Chair

Each year at Parkland’s November board meeting, the board chairperson is elected for a twelve-month term.

Gilliat turned the meeting over to Sheppard, who asked for nominations from the floor for the position of Board Chair. Stephen Levy nominated Barb Gilliat, who allowed her name to stand. Shannon Wilcox nominated Bill Windsor, who also allowed his name to stand. Sheppard asked for other nominations a second time, and asked a third time for nominations.

Motion by Ray Reckseidler to cease nominations.

CARRIED
PRLS 59/2023

A Zoom poll was presented and the results were: Barb Gilliat 34/40, and Bill Windsor, 6/40.

Barb Gilliat accepted the position of Board Chair. Sheppard turned the meeting back to Barb Gilliat.

3.2 Election of Executive Committee

Sheppard reviewed. PRLS' Executive Committee has the ten-member maximum allowed by the Libraries Regulation. The Board Chair accounts for one seat on the committee. In accordance with Parkland's master agreement with the municipalities, members of the Executive Committee shall be selected on a geographical basis. Such selection shall be made by PRLS Board members representing that geographical area.

Jordon Northcott entered the meeting at 10:29 a.m.

Members were divided into "breakout rooms" on Zoom and a representative was chosen from each area. The Executive Committee was appointed as follows:

- Board Chair - Barb Gilliat
- Seat 2 - Carlene Wetthuhn
- Seat 3 - Deb Coombes
- Seat 4 - Len Phillips
- Seat 5 - Jamie Coston
- Seat 6 - Sarah Fahey
- Seat 7 - Dana Kreil
- Seat 8 - Debra Smith
- Seat 9 - Shannon Wilcox
- Seat 10 - Janice Wing

Motion by Gord Lawlor to accept the Executive Committee as appointed.

CARRIED
PRLS 60/2023

3.3. Marketing and Advocacy Report

Gilliat turned the meeting over to Gord Lawlor, who gave a verbal report regarding Advocacy efforts since the last board meeting.

While Parkland continues to move ahead with its advocacy activities in conjunction with Yellowhead Regional Library (YRL), efforts to maintain advocacy momentum with the other library systems has proven more difficult.

Since Parkland and Yellowhead were the primary forces behind the Systems Advocacy Committee, Yellowhead Board Chair Hank Smit sent an email to the Chairs of the other five library systems to see if they still believed collective advocacy was desired or needed. Smit received no responses to his email.

One important note, at Parkland's September board meeting where the 2021 budget was approved by the board, the following motion was made:

Motion by Joy-Anne Murphy to advocate to the government that the GOA provide annual cost of living increases in the future as well as cost of living catch up funding for library operating grants.

After much discussion, the following collective actions were decided to be taken by PRLS and YRL at their Advocacy Committee meeting:

- YRL will book a table for the RMA and Alberta Municipalities trade shows
- YRL and PRLS will advocate the GOA for improved SuperNet. Parkland (or YRL) should send out a notice in January for a meeting in February 2024 to see if the other systems want to lobby the provincial government for increased SuperNet bandwidth
- PRLS' Director and Chair need to visit Parkland's MLAs
- The PRL/YRL Advocacy Committee will invoice the other systems for material provided in the future
- The committee will pursue ongoing COLA for library grants. The committee will send any letters produced to other systems to sign in support
- Parkland Staff need to find and evaluate the trade show banners used by the systems to see if they need replacing
- For RMA in March 2024, Gord Lawlor and Stephen Levy will volunteer to work a systems booth at the trade show – other volunteers are needed from the board

The Advocacy Committee also discussed strategies to engage Parkland board members to be effective advocates for the system in particular, and libraries in general.

Hailey Halberg then gave the Marketing Report. Parkland's October marketing initiatives were very successful. Staff reported the following results:

- **3rd annual Golden Ticket Contest** – There were 36 participating libraries and 601 total entries, which is a 26% increase from 2022. The winner was Martina from Clive, who was excited to receive the West Edmonton Mall Trip package.
- **Library Card Sign-Up and Renewal Contest** – The library card sign-up and renewal contest had 1,071 entries. There were 5 winners of \$100 visa gift cards from Stettler, Innisfail, Cremona, Water Valley, and Ponoka.
- **Internal Membership Drive** – There were over 1,700 new cardholders for October 2023 – a new record! The last highest was in September of 2019 with 1,497 new cardholders. Alix Public Library won with 146 new members and renewals – Over 10% of their population!

In 2023 Parkland sent out 8,750 bookmarks, 275 brochures, 750 flyers, and 900 stickers to member libraries to help them market their services in a professional and appealing manner.

This last summer, Parkland staff visited Olds, Rimbey, Hughenden, and Sylvan Lake libraries with a professional photographer and videographer to take photos and videos for libraries to use in their marketing materials. Halberg then showed the finished video to the board.

3.4. Election of Advocacy Committee

The volunteers for the Advocacy Committee for 2023/2024 are:

- Jul Bissell – Village of Elnora
- Teresa Cunningham – Town of Penhold
- Todd Dalke – Town of Sundre
- Elaine Fossen – Village of Forestburg
- Gord Lawlor – Town of Stetter
- Stephen Levy – Village of Sedgewick
- Jordon Northcott – Clearwater County
- Ray Reckseidler – Village of Delburne
- Deb Smith – Village of Loughheed
- Harvey Walsh – Town of Olds

Motion by Twyla Hale to appoint Jul Bissell, Teresa Cunningham, Todd Dalke, Elaine Fossen, Gord Lawlor, Stephen Levy, Jordon Northcott, Ray Reckseidler, Deb Smith, and Harvey Walsh to the Advocacy Committee.

CARRIED
PRLS 61/2023

3.5. Board Signing Authorities

Sheppard reviewed. Parkland Regional Library System requires that two trustees act as cheque signing authorities for cheques valued at \$45,000 or more, or, if the Director is unavailable to sign.

Gilliat and Twyla Hale volunteered.

Motion by Len Phillips to accept Barb Gilliat and Twyla Hale as PRLS' board signing authorities for 2023/2024.

CARRIED
PRLS 62/2023

3.6. Compensation Policy Working Group Report

Twyla Hale, who was on the Compensation Policy Working Group, gave a PowerPoint presentation to the board regarding the work of the committee and their recommendations for Parkland's new salary grid and Compensation Policy. As a result of the review, and over a year's worth of work, the board decided to implement a new nine step salary grid. Before this could be done, it was necessary to rescind a previous motion which called for the reduction of the grid to seven steps.

Motion by Ray Reckseidler to rescind motion *PRLS 35/2022*.

CARRIED
PRLS 63/2023

Motion by Janice Wing to approve the 9-step salary grid for Parkland as well as the grids' corresponding compensation policy both to take effect January 1, 2025.

CARRIED
PRLS 64/2023

Twyla Hale left the meeting at 11:37 a.m.
Comfort break from 11:37 to 11:45 a.m.

3.7. Population Figures used by Parkland to Invoice Municipalities

Gilliat reviewed. In September, the following motion was passed by the board:

Motion by Joy-Anne Murphy for the Executive Committee to explore the implications of aligning the population figures used by Parkland for invoicing the municipalities with those used by the Government of Alberta for issuing public library operating grants.

After discussing the matter at length, Joy-Anne Murphy asked that this matter be brought back to the board in November to solicit input and assistance from board members to compile and present documents supporting amending the membership agreement. The idea would be to create a package to be presented to the board in February, which would allow the board to hear the pros and cons for opening the membership agreement. This request was supported by Smith who made the following motion which was passed by the Executive Committee:

Motion by Deb Smith to bring the issue of population figures for invoicing municipalities to the board for decision in February.

Deb Smith and Stephen Levy agreed to prepare documentation for supporting not opening the Parkland agreement for amendment. Shannon Wilcox, Carlene Wetthuhn, Todd Dalke, Bill Windsor, and Joy-Anne Murphy volunteered to present for opening the Parkland agreement for amendment.

Staff will assist all parties in document preparation, and will contact the volunteers so that presentations can be made to the board in February.

Joy-Anne Murphy left the meeting at 11:56 a.m.

3.8. Dates for 2024 Meetings

The board reviewed the dates for PRLS' 2024 board meetings.

February 22, 2024	10:00 a.m. – 12:00 p.m. (Annual Report, Year in Review)
May 16, 2024	10:00 a.m. – 12:00 p.m. (2023 Financial Statements presented)
September 12, 2024	10:00 a.m. – 12:00 p.m. (Budget presentation)
November 14, 2024	10:00 a.m. – 12:00 p.m. (Organizational meeting)

The Executive Committee will select their 2024 meeting dates at their December meeting following the November organizational board meeting.

Janice Wing suggested that in the future, the proposed Board meeting dates be brought to the board at their September 2025 meeting, to make it easier for board members to plan.

Motion by Deb Smith to receive for information.

CARRIED
PRLS 65/ 2023

Cal David left the meeting at 12:06 p.m.

3.9. Board Meetings – Virtual or in-Person?

Sheppard reviewed. For 2023, the Parkland Board chose to hold two virtual meetings (February and November) and two in-person meetings (May and September).

At their October 19th meeting, the Parkland's Executive Committee made the following motion recommending that for 2024 the board hold two virtual and two in-person meetings as in 2023.

Motion by Jamie Coston to recommend to the board that board meetings for 2024 remain with the May and September meetings being in-person and the February and November meetings being virtual.

CARRIED

There are advantages and disadvantages to both in-person and virtual board meetings. In addition, from a desire to enhance the transparency of board discussions and decisions, the Executive Committee made the following motion requiring that all board meetings be recorded.

Motion by Janice Wing to recommend to the board that all board meetings be recorded and posted publicly.

CARRIED

If the board chooses to hold in-person meetings, there would be an extra cost to recording the meetings, as staff would have to purchase equipment to do so. If meetings are entirely virtual, then there would be no additional cost since Zoom meetings are recorded already.

Since library board meetings are public meetings there is no expectation of privacy.

Parkland's board meetings could be posted on our website just as many municipal councils do. Having Parkland's meetings online would be an excellent way to counter misinformation.

Jas Payne left the meeting at 12:10 p.m.

Motion by Stephen Levy to hold two virtual and two in-person board meetings in 2024.

WITHDRAWN

Motion by Bill Windsor to hold all meetings in 2024 virtually.

CARRIED
PRLS 66/2023

3.10. Budget Approval Update

As of the date of the meeting, Parkland's budget was approved by 68% of the municipalities representing 77% of the population. The Parkland budget for 2024 has been passed.

Also included in the package was a letter of request from the Mayor of the Town of Didsbury requesting that the Parkland Board amend the PRLS 2024 budget. The board took no action to this request.

Motion by Dana Kreil to receive the budget update for information.

CARRIED
PRLS 67/2023

Jamie Coston and Edna Coulter left the meeting at 12:13 p.m.

3.11.1. Director's Report

3.11.2. I.T. Report

3.11.3. Library Services Report

3.11.4. Finance & Operations Report

Gilliat asked if there were any questions regarding the Director's Report, I.T. Report, Library Services Report, or the Finance & Operations Report. There were none.

Motion by Stephen Levy to receive the Director's Report, I.T. Report, Library Services Report, and Finance & Operations Report for information.

CARRIED
PRLS 68/2023

3.12. Parkland Community Update

Stettler Public Library loaned 80,000 units in 2023. The Stettler friends of the library are also holding their annual wine survivor fundraiser in December.

Penhold and District Library is holding a Community Christmas on November 24th and are holding a book dedication and signing for a local resident, who has set the world record for blood donations (208) and has an entry in the Guinness Book of World records.

Janice Wing left at 12:15 p.m.

Jul Bissell left the meeting at 12:16 p.m.

The Sedgewick and District Municipal Library is holding two fundraisers; a pre-Christmas seafood sale, and a quilt fundraiser selling \$5 tickets until December 12th. The quilt has an estimated value of \$500.

Jordon Northcott, the board representative from Clearwater County, asked about amalgamations and dissolutions of municipalities, particularly Caroline Municipal Library, and what the options were going forward for the municipality. Sheppard offered to meet with the Clearwater County council at a future date.

Carstairs Public Library is hosted their first ever ComicCon, which was so popular that they will be holding it again next year with other partners.

Castor Municipal Library has a table at the local farmer's market and are partnering with the Elks on a raffle fundraiser. They have also been able to hire a summer student this past year, and hope to next summer as well.

Sundre Public Library is holding a Silent Auction from November 14 – 24th.

Elaine Fossen and Bill Windsor left the meeting at 12:21 p.m.

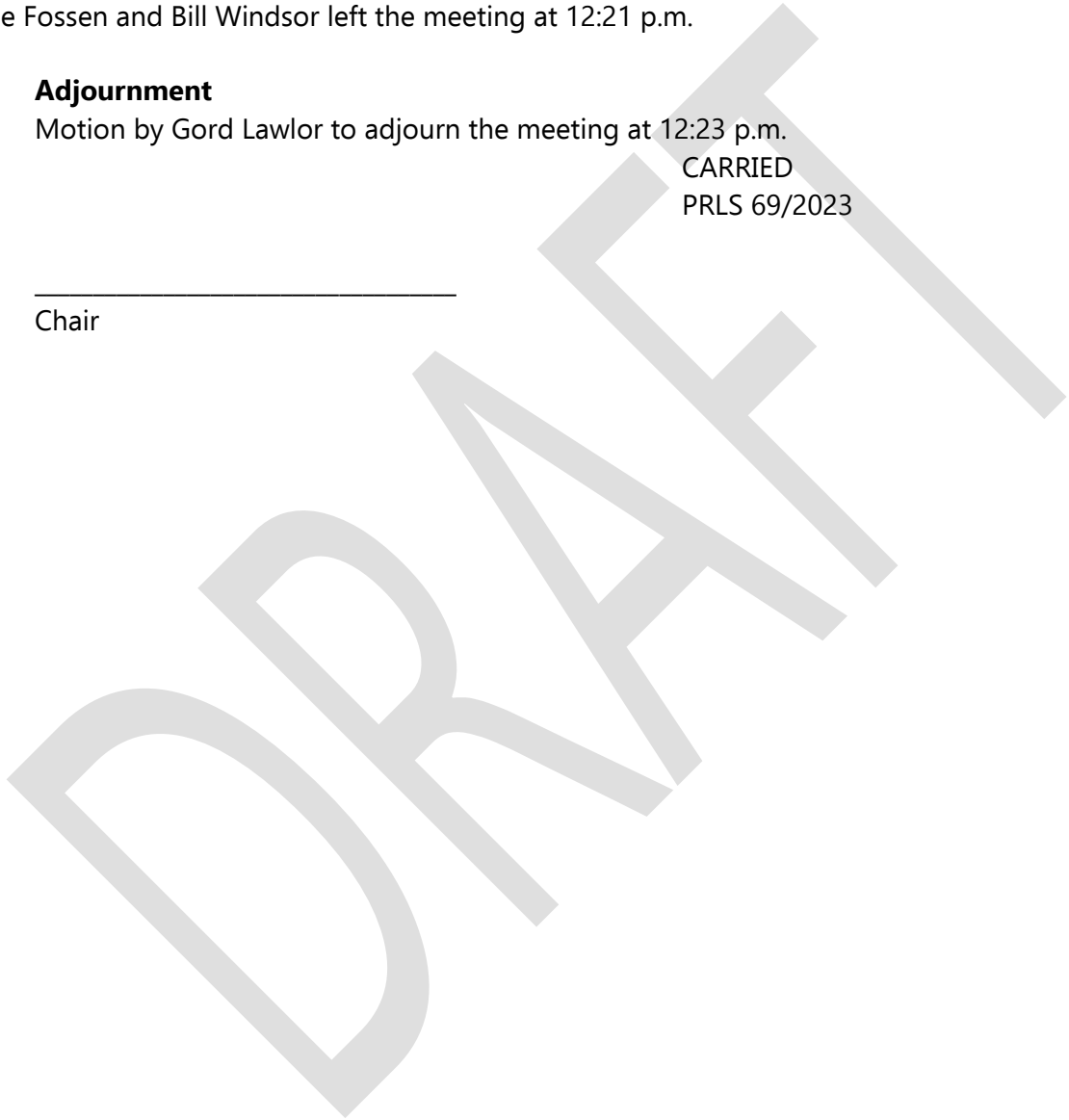
4. Adjournment

Motion by Gord Lawlor to adjourn the meeting at 12:23 p.m.

CARRIED

PRLS 69/2023

Chair





PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting NOVEMBER 16, 2023

Organizational Meeting

Parkland's board has approximately 15 new members. Board members in attendance elected the new Executive Committee and a brand-new Board Chair. Welcome Barb Gilliat!

Executive Committee

The Executive Committee has several new faces, along with returning members. Welcome!

- Deb Coombes** – Town of Bowden
- Jamie Coston** – Town of Rimbey
- Sarah Fahey** Village of Clive
- Barb Gilliat** – Village of Alix (Committee Chair)
- Dana Kreil** – Lacombe County
- Len Phillips** – Town of Rocky Mtn. House
- Debra Smith** – Village of Lougheed
- Carlene Wetthuhn** – Camrose County
- Shannon Wilcox** – Town of Carstairs
- Janice Wing** – Town of Innisfail

Parkland 2024 Budget

The Parkland budget has been approved by 68% of the municipalities representing 77% of the population, with four municipalities declining.

Advocacy Committee

The Advocacy Committee continues to enthusiastically serve PRLS. The volunteers for the Advocacy Committee for 2024 are:

- Jul Bissell** – Village of Elnora
- Teresa Cunningham** – Town of Penhold
- Todd Dalke** – Town of Sundre

- Elaine Fossen** – Village of Forestburg
- Barb Gilliat** – Village of Alix (ex-officio)
- Gord Lawlor** -Town of Stettler
- Stephen Levy** – Village of Sedgewick
- Jordon Northcott** – Clearwater County
- Ray Reckseidler** – Village of Delburne
- Debra Smith** – Village of Lougheed
- Harvey Walsh** – Town of Olds

Board Meeting Dates for 2024

Parkland will be holding board meetings virtually in 2024. Board meeting dates are subject to change, but are set as follows:

- **February 22** - Annual Report, Year in Review
- **May 16** - 2023 Financial Statements presented
- **September 12** - Budget presentation for 2025
- **November 14** - Organizational Meeting

Compensation Policy Working Group

The Compensation Policy Working Group presented the results of their hard work to the board. Working group member Twyla Hale gave a short PowerPoint presentation regarding their recommendations for Parkland's new 9-step salary grid and Compensation Policy.

Website Refresh Project

Parkland's new websites have launched! Check it out at [Parkland Regional Library System \(prl.ab.ca\)](http://Parkland Regional Library System (prl.ab.ca))

It is of note that Parkland is the first region in Alberta to have accessibility programming in its website.

Advocacy Report

While Parkland continues to move ahead with its advocacy activities in conjunction with Yellowhead Regional Library (YRL), efforts to maintain advocacy momentum with the other library systems has proven more difficult.

One important note, at Parkland's September board meeting where the 2021 budget was approved by the board, the following motion was made:

Motion by Joy-Anne Murphy to advocate to the government that the GOA provide annual cost of living increases in the future as well as cost of living catch up funding for library operating grants.

After much discussion, the following collective actions were decided to be taken by PRLS and YRL at their Advocacy Committee meeting:

- YRL will book a table for the RMA and Alberta Municipalities trade shows. Parkland will be looking for board members to volunteer.
- YRL and PRLS will advocate the GOA for improved SuperNet. Parkland (or YRL) should send out a notice in January for a meeting in February 2024 to see if the other systems want to lobby the provincial government for increased SuperNet bandwidth
- PRLS' Director and Chair need to visit Parkland's MLAs
- The committee will pursue ongoing inflationary adjustments for library grants. The committee will send any letters produced to other systems to sign in support.

Marketing Report

Parkland's October marketing initiatives were very successful. Staff reported the following results:

- **3rd annual Golden Ticket Contest** – There were 36 participating libraries and 601 total entries, which is a 26% increase from 2022. The winner was Martina from Clive, who was excited to receive the West Edmonton Mall Trip package.
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This last summer, Parkland staff visited Olds, Rimbey, Hughenden, and Sylvan Lake libraries with a professional photographer and videographer to take photos and videos for libraries to use in their marketing materials.

<https://www.youtube.com/watch?v=3AD6Wqu5HGY&list=PLNh8ewjLSG3JhONRtyUo612NKABgvcbEu>

Committee News from Trustees

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Sundre Public Library is holding a Silent Auction from November 14 – 24th.

Board Members Present

Barb Gilliat (Vice-Chair), Twyla Hale, Gord Lawlor, Ray Reckseidler, **(Zoom)** Jul Bissell, Doug Booker, Deb Coombes, Jaime Coston, Edna Coulter, Teresa Cunningham, Todd Dalke, Cal David, Dana Depalme, Amanda Derksen, Sarah Fahey, Richard Forsberg, Elaine Fossen, Dwayne Fulton, Clark German, Barbara Gibson, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Nancy Hartford, (alt. for Bryce Liddle) Julie Maplethorpe, Ricci Matthews, Marc Mousseau, Joy-Anne Murphy, Jordon Northcott, Jackie Northey, Jacquie Palm-Fraser, Jas Payne, Shawn Peach, Leonard Phillips, Diane Roth, Deb Smith, Les Stulberg, Harvey Walsh, Carlene Wetthuhn, Shannon Wilcox, Bill Windsor, Janice Wing **(Visitors)** Jocelyn Baxter, Diane Elliott

Regrets Alison Barker-Jevne

Absent Jeff Eckstrand, Doug Francoeur, Michael Hildebrandt, Cody Hillmer, Darryl Motley, Bill Rock, Sandy Shipton, Patricia Young

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

November 13, 2023

Staff Sergeant Cam Russell
Detachment Commander
Stettler, Alberta

Dear Mayor's, Reeve, Council and CAO's,

Please find the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Stettler.

This quarter I want to update you on the status of Body Worn Camera (BWC) field test pilot project, which commenced earlier this year in Grand Prairie, Parkland, and St. Paul Detachments respectively. The rollout of BWC is part of the RCMP's on-going efforts to be transparent and accountable to the communities we serve. The use of BWC can play a role in enhancing public trust, improving interactions between the public and police, resolving public complaints more quickly, and improving evidence gathering. I wish to advise that the 10-week BWC & Digital Evidence Management Service (DEMS) Field Test has ended. Over the course of the Field Test, the Project Team reviewed the tools and services provided by the Contractor as well feedback provided by users of the Field Test Service against the contractual requirements. The RCMP has determined that the Contractor has not successfully met the Field Test requirements as outlined in the Contract. As such, we are in the process of transitioning to a new Contractor, and more details will be shared once they are confirmed.

Your ongoing engagement and the feedback you provide guides our Detachment team and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

S/Sgt. Cam Russell
Detachment Commander
Stettler RCMP



Stettler Municipal Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	2	0	0	0	N/A	N/A	-0.2
Sexual Assaults		2	3	2	0	1	-50%	N/A	-0.5
Other Sexual Offences		4	1	0	0	0	-100%	N/A	-0.9
Assault		21	25	24	25	13	-38%	-48%	-1.6
Kidnapping/Hostage/Abduction		0	2	1	0	1	N/A	N/A	0.0
Extortion		0	0	1	1	0	N/A	-100%	0.1
Criminal Harassment		9	6	8	11	7	-22%	-36%	0.1
Uttering Threats		6	14	11	15	10	67%	-33%	0.9
TOTAL PERSONS		42	53	47	52	32	-24%	-38%	-2.1
Break & Enter		18	16	14	9	11	-39%	22%	-2.1
Theft of Motor Vehicle		8	22	10	13	3	-63%	-77%	-1.9
Theft Over \$5,000		0	3	1	0	6	N/A	N/A	0.9
Theft Under \$5,000		28	46	26	35	14	-50%	-60%	-3.9
Possn Stn Goods		10	7	9	7	3	-70%	-57%	-1.4
Fraud		14	13	16	19	10	-29%	-47%	-0.2
Arson		2	4	1	1	0	-100%	-100%	-0.7
Mischief - Damage To Property		24	30	16	13	23	-4%	77%	-1.9
Mischief - Other		3	13	10	16	11	267%	-31%	1.9
TOTAL PROPERTY		107	154	103	113	81	-24%	-28%	-9.3
Offensive Weapons		2	7	3	5	2	0%	-60%	-0.2
Disturbing the peace		23	15	12	18	22	-4%	22%	0.1
Fail to Comply & Breaches		32	16	25	13	15	-53%	15%	-3.7
OTHER CRIMINAL CODE		16	11	7	9	5	-69%	-44%	-2.4
TOTAL OTHER CRIMINAL CODE		73	49	47	45	44	-40%	-2%	-6.2
TOTAL CRIMINAL CODE		222	256	197	210	157	-29%	-25%	-17.6



Stettler Municipal Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	4	7	3	0	-100%	-100%	-0.3
Drug Enforcement - Trafficking		0	2	3	5	6	N/A	20%	1.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	6	10	8	6	500%	-25%	1.2
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		3	1	6	6	0	-100%	-100%	-0.1
TOTAL FEDERAL		4	8	16	14	6	50%	-57%	1.0
Liquor Act		1	3	4	3	4	300%	33%	0.6
Cannabis Act		0	1	1	2	0	N/A	-100%	0.1
Mental Health Act		17	20	22	23	18	6%	-22%	0.5
Other Provincial Stats		25	25	28	21	31	24%	48%	0.8
Total Provincial Stats		43	49	55	49	53	23%	8%	2.0
Municipal By-laws Traffic		1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws		13	13	2	3	1	-92%	-67%	-3.4
Total Municipal		14	13	2	3	1	-93%	-67%	-3.6
Fatals		0	1	0	1	0	N/A	-100%	0.0
Injury MVC		4	1	1	1	1	-75%	0%	-0.6
Property Damage MVC (Reportable)		42	27	26	38	28	-33%	-26%	-1.7
Property Damage MVC (Non Reportable)		2	2	1	4	5	150%	25%	0.8
TOTAL MVC		48	31	28	44	34	-29%	-23%	-1.5
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		163	123	159	127	209	28%	65%	9.6
Other Traffic		0	1	2	0	0	N/A	N/A	-0.1
Criminal Code Traffic		13	13	12	15	10	-23%	-33%	-0.4
Common Police Activities									
False Alarms		28	16	20	14	13	-54%	-7%	-3.2
False/Abandoned 911 Call and 911 Act		0	8	10	12	3	N/A	-75%	1.0
Suspicious Person/Vehicle/Property		50	114	47	38	29	-42%	-24%	-11.8
Persons Reported Missing		5	6	2	2	1	-80%	-50%	-1.2
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		45	32	15	13	15	-67%	15%	-7.9
Form 10 (MHA) (Reported)		0	1	0	0	0	N/A	N/A	-0.1



Stettler Provincial Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	2	0	0	0	N/A	N/A	-0.2
Sexual Assaults		0	0	2	1	0	N/A	-100%	0.1
Other Sexual Offences		3	0	0	0	1	-67%	N/A	-0.4
Assault		15	20	8	10	4	-73%	-60%	-3.2
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	3	2	0	3	N/A	N/A	0.3
Uttering Threats		4	4	0	5	4	0%	-20%	0.1
TOTAL PERSONS		23	29	12	16	12	-48%	-25%	-3.5
Break & Enter		9	10	7	7	4	-56%	-43%	-1.3
Theft of Motor Vehicle		15	15	5	3	3	-80%	0%	-3.6
Theft Over \$5,000		0	3	2	0	2	N/A	N/A	0.1
Theft Under \$5,000		10	15	6	7	10	0%	43%	-0.8
Possn Stn Goods		11	7	6	8	3	-73%	-63%	-1.5
Fraud		3	2	1	5	3	0%	-40%	0.3
Arson		0	2	0	0	1	N/A	N/A	0.0
Mischief - Damage To Property		7	14	4	4	6	-14%	50%	-1.2
Mischief - Other		6	2	4	3	5	-17%	67%	-0.1
TOTAL PROPERTY		61	70	35	37	37	-39%	0%	-8.1
Offensive Weapons		4	2	2	0	3	-25%	N/A	-0.4
Disturbing the peace		3	6	2	2	11	267%	450%	1.2
Fail to Comply & Breaches		5	8	3	7	4	-20%	-43%	-0.3
OTHER CRIMINAL CODE		6	3	3	3	4	-33%	33%	-0.4
TOTAL OTHER CRIMINAL CODE		18	19	10	12	22	22%	83%	0.1
TOTAL CRIMINAL CODE		102	118	57	65	71	-30%	9%	-11.5



Stettler Provincial Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	3	2	0	1	0%	N/A	-0.3
Drug Enforcement - Trafficking		1	1	0	0	1	0%	N/A	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	4	2	0	2	0%	N/A	-0.4
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		2	1	1	1	1	-50%	0%	-0.2
TOTAL FEDERAL		4	5	4	1	3	-25%	200%	-0.6
Liquor Act		1	2	2	3	1	0%	-67%	0.1
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		8	8	3	3	6	-25%	100%	-0.9
Other Provincial Stats		10	16	11	13	12	20%	-8%	0.1
Total Provincial Stats		19	26	16	19	19	0%	0%	-0.7
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	4	2	1	2	100%	100%	-0.1
Total Municipal		1	4	2	1	2	100%	100%	-0.1
Fatals		0	0	2	2	0	N/A	-100%	0.2
Injury MVC		5	12	5	3	9	80%	200%	-0.1
Property Damage MVC (Reportable)		46	53	56	48	43	-7%	-10%	-1.1
Property Damage MVC (Non Reportable)		1	2	3	3	3	200%	0%	0.5
TOTAL MVC		52	67	66	56	55	6%	-2%	-0.5
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		244	255	139	75	284	16%	279%	-10.0
Other Traffic		1	4	0	0	0	-100%	N/A	-0.6
Criminal Code Traffic		9	15	5	9	7	-22%	-22%	-1.0
Common Police Activities									
False Alarms		7	5	3	3	4	-43%	33%	-0.8
False/Abandoned 911 Call and 911 Act		2	15	8	5	5	150%	0%	-0.4
Suspicious Person/Vehicle/Property		32	63	38	23	15	-53%	-35%	-7.4
Persons Reported Missing		2	2	0	2	3	50%	50%	0.2
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		17	10	6	4	6	-65%	50%	-2.8
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



SAVE THE DATE!

January 17, 2024

**RURAL COMMUNITIES SUMMIT
- CENTRAL ALBERTA -**

To the Doers, the Leaders, and the Innovators.

To the people who get things done.

Join us in Bashaw to explore innovative rural models of health and social programming and the opportunities your community has to collaborate with others to create what you need!



Clearview
Public Schools

Annual

LOCAL GOVERNANCE MEETING

- Building Bridges for Educational Excellence:
Collaborating for Our Future -



MARCH 14, 2024



5:00 PM



STETTLER COMMUNITY HALL



RSVP BY FEB 26, 2024



(403) 742-3331



www.clearview.ab.ca



mthomson@clearview.ab.ca

Friendship Circle-Stettler & Area
P.O. Box 2132
Stettler, Alberta T0C 2L0



October 27, 2023

The Town of Stettler
P.O. Box 280
Stettler, Alberta
T0C 2L0

Dear Town of Stettler,

Approximately one year ago, a small group of individuals came together to create space for themselves and others to connect, learn and share. The group is made up of Indigenous people living in the Stettler Area, who have varied backgrounds and ancestors from different locations within Turtle Island. Having a space to gather, and express, discuss, create and share Indigenous culture has been incredible. The Friendship Circle is open to everyone.

Recently, with support from the Town of Stettler, County of Stettler, Stettler Public Library and community volunteers we were able to coordinate a number of community events in honour of the **National Day for Truth and Reconciliation**. This brought learning, public awareness and shared experiences to Stettler, it was amazing to see. Our group hopes to do much more in the future to raise awareness, provide learning opportunities, and connection on the path towards Reconciliation.

We wanted to extend our appreciation to the Town of Stettler for offering gift in kind support to the events. Because of your generosity, we were able to provide the following:

- Two Metis Beading Classes
- An Every Child Matters Community Walk on Main Street
- A Community Drum Circle
- A Traditional Learning Session
- A Speaker- Lee Hamlin, a 60's Scoop survivor
- A Healing Ceremony for Community
- A Movie Screening-Bones of Crows
- Display of local history, books, resources and images
- Samples of traditional food: pemmican and dry meat

The Friendship Circle meets on the third Monday of each month, at 6:30pm in the ACAA building. Please feel free to stop by and join us, or invite others to attend the Circle. We will also advertise any upcoming events or activities in the community. We look forward to seeing you in the future!

Sincerely,
Members of the Friendship Circle-Stettler & Area

