

# Town of Stettler

**COUNCIL MEETING**  
**DECEMBER 19, 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 19<sup>th</sup>, 2023  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of December 5<sup>th</sup>, 2023 5-16
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
  - (a) 2024 Interim Operating Budget 17-44
  - (b) ATCO Franchise Fee Agreement Renewal 45-80
  - (c) Bank Reconciliation – November 30, 2023 81
  - (d) 2023 Budget Summary – November 30, 2023 82-83
  - (e) 2023 Capital Budget Summary – November 30, 2023 84-89
  - (f) CAO Reports 90-96
  - (g) Meeting Dates
    - 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 – 3:00pm – SRC HUB**
    - Tuesday, February 6 - Council – 6:30pm
    - Tuesday, February 13 – COW – 4:30pm
    - Tuesday, February 20 – Council – 6:30pm
    - Tuesday, March 5 – Council – 6:30pm
    - Tuesday, March 12 – COW – 4:30pm
    - Tuesday, March 19 – Council – 6:30pm

**COUNCIL AGENDA  
DECEMBER 19, 2023  
PAGE 2**

- Tuesday, April 2 – Council – 6:30pm
- Tuesday, April 9 – COW – 4:30pm
- Tuesday, April 16 – Council – 6:30pm
- Tuesday, May 7 – Council – 6:30pm
- **Tuesday, May 14 – 2024 Tax Budget Deliberations – 3:00pm**
- Tuesday, May 14 – Committee – 4:30pm
- Tuesday, May 21 – Council – 6:30pm

(h) Accounts Payable in the amount of \$641,958.19 97-113  
 (\$59,071.75 + \$54,468.67 + \$69,386.31 + \$46,440.21 + \$412,591.25)

7. **Council**

(a) Meeting Reports

8. **Minutes**

9. **Public Hearing**

(a) 7:00pm – Bylaw 2164-23 – Tax Incentive Bylaw Amendment Verbal

10. **Bylaws**

- (a) Bylaw 2164-23 – Tax Incentive Bylaw Amendment 114
- (b) Bylaw 2165-23 – Water Rates 115
- (c) Bylaw 2166-23 – Sewer Rates 116
- (d) Bylaw 2167-23 – Garbage Rates 117
- (e) Bylaw 2168-23 – Recycling Rates 118

11. **Correspondence**

- (a) Festival of Lights – Thank You to Town Staff 119
- (b) Alberta Culture Days – Participation Acknowledgement 120-121

12. **Items Added**

13. **In-Camera Session**

- (a) CUPE Ratification – FOIP – Section 16(1) - Labour
- (b) Labour Issue – FOIP – Section 16(1) - Labour

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, DECEMBER 5<sup>th</sup>, 2023 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor S. Nolls

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

Assistant CAO S. Gerlitz  
Assistant CAO K. Hymers  
Communications Officer L. VanLanduyt

Media (2)

**Absent:**

CAO L. Graham

**Call to Order:**

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

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

**Motion 23:12:01**

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 21<sup>st</sup>, 2023

**Motion 23:12:02**

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on November 21<sup>st</sup>, 2023 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the November 21<sup>st</sup>, 2023 Minutes

4. **Citizen's Forum:**

None

5. **Delegations:**

- (a) 6:35pm – Gelasia Long – Stettler & District Family & Community Support Services – 2024 Budget

Mayor Nolls welcomed G. Long to the meeting.

G. Long provided an overview of the following FCSS programs and 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 Administrative Support/Office Space for Non-Profits
- Commissioner of Oaths
- Public Computer & Internet Access
- SMART Recovery

Community outreach initiatives included the following:

- Seniors Week
- Hygiene Bags
- CARS Program

- Volunteer Tax Program
- CRA Outreach Presentations
- Harm Reduction
- Tools for School
- Volunteer Driver Program

Community Engagement events and committees included:

- AG Society Pancake Breakfast
- Stettler Wellness Network
- Family Day Winter Carnival
- Career Assistance Network
- Home Alone Course
- Talk, Ask, Listen
- Close Connections Suicide Prevention
- Naloxone Training
- P&H Elevator Pancake Breakfast
- Canada Day
- Seniors Week
- Volunteer Appreciation

2023 Statistics from January to October were detailed as follows:

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

G. Long then presented the 2024 Budget for FCSS:

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		
<b>TOTAL REVENUE</b>	<b>462,329.00</b>	<b>480,883.59</b>
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
<b>TOTAL EXPENSES</b>	<b>468,126.25</b>	<b>489,404.24</b>
<b>DEFICIT/SURPLUS</b>	<b>(5,797.25)</b>	<b>(8,520.65)</b>

Discussion ensued.

**Motion 23:12:03**

Moved by Councillor Pfeiffer 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, that Town Council 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%).

MOTION CARRIED  
Unanimous

Mayor Nolls thanked G. Long for her presentation, and Stettler FCSS for the excellent community service they provide.

(b) 6:44pm – Byron Geddes – Stettler Regional Board of Trade – 2024 Budget

Mayor Nolls welcomed B. Geddes to the meeting.

B. Geddes advised that Board of Trade projects and events in 2023 included:

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

Think Local, Shop Stettler included 6 promotions, 3 events and 67 participating businesses.

Business assistance initiatives included bi-weekly newsletters, employment fairs, welcome bags, website assistance, business visits and welcome posts.

Wins for Destination Stettler were the Big Jack Classic and Taste of the Heartland, but many other events made it a success.

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	2015 - \$217,670
2021 - \$372,805	2014 - \$240,110
2020 - \$336,210	2013 - \$208,830
2019 - \$293,217	2012 - \$205,670
2018 - \$258,607	2011 - \$227,870
2017 - \$251,168	2010 - \$218,005
2016 - \$251,172	2009 - \$160,450

**Motion 23:12:04**

Moved by Councillor Lawlor 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.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked B. Geddes for his presentation and the Stettler Regional Board of Trade for their work this year.

B. Geddes left the meeting at 6:55 p.m.

(c) 6:56pm – Rhonda O’Neill, Barb Gano, Maria Cara & Jane Skocdopole – Stettler Public Library 2024 Budget

Mayor Nolls welcomed R. O’Neill, B. Gano, M. Cara and J.

Skocdopole to the meeting.

R. O'Neill presented the following statistics for the Stettler Public Library in 2023:

- 73,082 item circulations
- 1408 active card holders
- 56,856 library visits
- 477 programs with 5086 guests
- 2539 outreaches

Library Initiatives and Outreach Efforts in 2023 included:

- SOARING Pilot Project (Youth 12-24)
- Minds in Motion – Living with Dementia
- Outreach to Seniors and Colonies
- National Day for Truth & Reconciliation

R. O'Neill advised that the Stettler Public Library supports municipal priorities by fostering economic growth, job creation, and entrepreneurship by providing access to business-related books and information, offering internet and computers, providing assistance with market research and grant applications and by helping individuals complete work-related training and resume preparation.

Further, the Stettler Public Library helps attract and retain residents because access to vibrant public libraries is something that attracts residents and businesses alike, family programs and resources are attractive to individuals considering settling down in a community, and libraries provide a place for people to meet and connect with others.

Providing access to resources improves the overall health and welfare of residents because libraries provide books and information for people on health, wellness and healthy living. Library programming also highlights healthy living and social connection (nutrition, cooking classes, support groups like Al Anon, gentle yoga and more).

Promoting recreational activities, facilities and events enhances the well-being of residents. The Library worked on this by partnering with local organizations to provide events and activities for all residents and by hosting a Summer Reading Club so that children have fun and free activities to keep them busy throughout the season and prevent the summer slide.

The Stettler Public Library's 2024 Budget was presented as follows:

	2023 Budget	2024 Budget
<b>REVENUE</b>		
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
<b>TOTAL REVENUE</b>	<b>\$504,882.00</b>	<b>\$517,023.00</b>
<b>EXPENSES</b>		
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
<b>TOTAL EXPENSES</b>	<b>\$504,882.00</b>	<b>\$517,023.00</b>
8		



Discussion ensued:

**Motion 23:12:05**

Moved by Councillor Lawlor that the Town of Stettler Council Approve the Stettler Public Library 2024 Operating Budget as presented with a Town contribution of \$251,779.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked R. O'Neill, B. Gano, M. Cara and J. Skocdopole for their presentation, and Stettler Public Library for the excellent community service they provide.

R. O'Neill, B. Gano, M. Cara, G. Long and J. Skocdopole left the meeting at 7:14 p.m.

6. **Administration:**

(a) Stettler Town & Country Museum – 2024 Budget

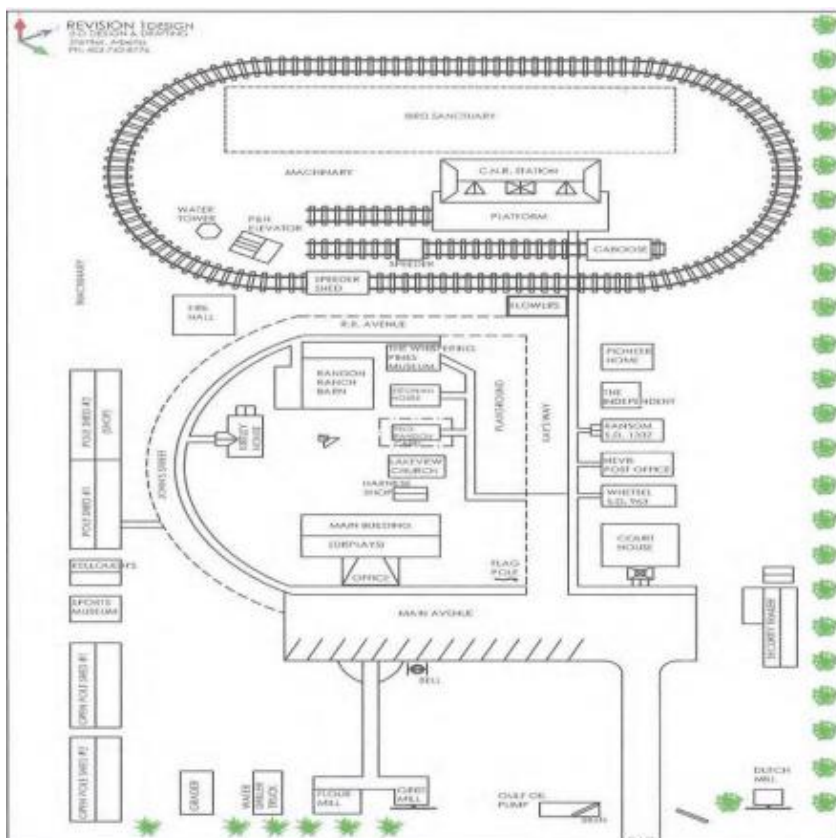
Assistant CAO S. Gerlitz advised that we are in receipt of the Stettler Town and Country Museum 2023 Budget. The Stettler Museum has submitted a budget request in 2024 for \$35,000.

The volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site.

Highlights of the year included:

- 2022 Light the Night
- Jenny Olivie Dinner Show
- Canada Day
- Amazing Race Partnership w/ Stettler Public Library
- John Deere 120 Event w/ Community Partners
- Alberta Culture Days
- Night of Terror at the Booseum
- Blast from the Past Bale Maze & Pumpkin Chucking
- Multiple 50/50 Draws

The following expansion mapping was reviewed:



The 2024 Budget was then presented as follows:

<b>INCOME</b>	<b>Previous</b>	<b>Current</b>	<b>Yr to Date</b>	<b>Budget</b>	<b>8.00%</b>
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	-	-	-	-	
<b>TOTAL INCOME</b>	-	-	-	132,800.00	0.00%
<b>EXPENSES</b>					
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%
Uncatergorized Income	-	-	-	-	
<b>TOTAL EXPENSES</b>	-	-	-	172,210.00	0.00%
<b>TOTAL REVENUE</b>	-	-	-	172,210.00	0.00%
<b>TOTAL EXPENSES</b>	-	-	-	132,800.00	0.00%
<b>DEFICIT/SURPLUS</b>	-	-	-	39,410.00	0.00%

**Motion 23:12:06**

Moved by Councillor Randell that the Town of Stettler 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.

MOTION CARRIED  
 Unanimous

(b) 2023 Year-in-Review

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

L. VanLanduyt provided an overview of the Year-in-Review memo, noting significant changes to the Administration structure. L. VanLanduyt acknowledged that Council’s ongoing trust, support and collaboration is continuously appreciated by staff.

**Motion 23:12:07**

Moved by Councillor Randell that the Town of Stettler Council Accept the Year in Review memo as presented. Further, that the Town of Stettler Council recognize the efforts of its entire team of valued employees through the award of a \$400 Holiday Bonus, in the form of Heart of Alberta Dollars, per full-time employee (pro-rated for part-time employees), as an appreciation for their continued effort, commitment and loyalty, as well as appreciation for the overall level of organizational accomplishment and dedication in 2023.

MOTION CARRIED  
 Unanimous

Mayor Nolls thanked L. VanLanduyt for her work on the memo.

(c) 2023 Tax Sale

Assistant CAO Gerlitz advised that the 2023 Tax Public Auction on November 28<sup>th</sup>, 2023 was not attended by anyone and the property was not sold. The Town now has the following three 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.

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.

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.

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.

#### **Motion 23:12:08**

Moved by Councillor Lawlor that the Town of Stettler Council, following the Tax Sale Public Auction on November 28, 2023, for the following property: Lot 6 Block 17, Plan RN54A

– 4810- 48<sup>th</sup> Street, elect to taking Title to the property through Tax Forfeiture under the following rationale:

- 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.

MOTION CARRIED  
Unanimous

(d) Chemical Bid Award

S. Gerlitz advised that 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.

Summary of Bids:

Chemical Name	Estimated Quantity (kg)	2023 (\$/kg)	2024 Tender prices				
			Claretech \$/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 Algaecide			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 225	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.

**Motion 23:12:09**

Moved by Councillor Barros that the Town of Stettler Council award the 2024 Chemical Supply Bids as presented.

MOTION CARRIED  
Unanimous

(e) IDP & ICF Review Committee – Appointment

S. Gerlitz advised that, following the December 4<sup>th</sup> 2023 IDP and ICF Review Committee Meeting, the Town of Stettler Administration is requesting the appointment of an additional member to the Committee.

**Motion 23:12:10**

Moved by Councillor Pfeiffer that the Town of Stettler Council appoint Councillor Smith as a representative on the IDP & ICF Review Committee Appointment Committee.

MOTION CARRIED  
Unanimous

(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

**- Monday, January 22 – 2024 Strategic Planning Workshop –  
2:00pm – Council Chambers**

**- Tuesday, January 23 – 2024 Capital Budget Deliberations –  
SRC HUB**

**Motion 23:12:11**

Moved by Councillor Barros that the December 12<sup>th</sup>, 2023 Committee of the Whole Meeting be cancelled.

MOTION CARRIED  
Unanimous

(i) Accounts Payable in the amount of \$453,590.54

**Motion 23:12:12**

Moved by Councillor Baker that the Accounts Payable in the amount of \$453,590.54 be paid as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

November 22 – Talk of the Town

November 24 – Signed Cheques at the Town Office

November 24 – Moonlight Madness Tree Lighting

November 27 – Parks & Open Spaces Committee

November 28 – Homesteaders Park Dedication Ceremony

November 29 – Talk of the Town

December 1 – Budget Memo Meeting

December 4 – CUPE Union Negotiations

December 4 – ICC Water & Wasterwater Meeting

(b) Councillor Baker

November 27 – Parks & Open Spaces Committee  
November 28 – Homesteaders Park Dedication Ceremony  
December 2 – Festival of Lights Gala  
December 4 – CUPE Union Negotiations

(c) Councillor Barros

November 28 – December 1 – Festival of Lights

(d) Councillor Lawlor

November 23 – Stettler Board of Trade Meeting  
November 28 – Homesteaders Park Dedication Ceremony  
December 2 – Festival of Lights Gala

(e) Councillor Pfeiffer

November 24 – Moonlight Madness Tree Lighting Sound Setup  
November 28 – Homesteaders Park Dedication Ceremony  
December 4 – ICC Water & Wastewater Meeting

(f) Councillor Randell

December 2 – Festival of Lights Gala  
December 4 – CUPE Union Negotiations

(g) Councillor Smith

November 27 – Parks & Open Spaces Committee  
November 28 – Homesteaders Park Dedication

**Motion 23:12:13**

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

MOTION CARRIED  
Unanimous

8. **Minutes:**

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

**Motion 23:12:14**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) None

11. **Correspondence:**

(a) Stettler RCMP – Q2 Municipal Report

(b) Rural Communities Summit – Save the Date

(c) Clearview Public Schools

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

**Motion 23:12:15**

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

MOTION CARRIED  
Unanimous

- 12. **Items Added:** (a) None
- 13. **In-Camera Session:** (a) None
- 14. **Adjournment:**

**Motion 23:12:16**

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

MOTION CARRIED  
Unanimous at 7:42 p.m.

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Mayor

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Assistant CAO



# MEMORANDUM

**To:** Stettler Town Council  
**From:** Administration  
**Date:** December 19, 2023  
**Re:** 2024 – 2026 Interim Operating Budget

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## Recommendation:

That the Town of Stettler Council adopt, per Section 242(2) of the Municipal Government Act, the Interim 2024 – 2026 Operating Budget, with the following 2024 budget estimates; Expenditures totaling \$19,811,255, Revenues totaling \$20,694,174 and Amount Available for Capital of \$882,919 for the year 2024 as an Interim Operating Budget for that part of 2024 prior to the Operating Budget being adopted by Council in May 2024.

## Background

Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year. Since the Town's 2024 Operating Budget will not be adopted until May 2024, an interim operating budget is required to provide legal expenditure authority per Section 248 of the MGA.

The interim operating budget is not used to set definitive property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. It is further used by Council to justify the setting all municipal utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

2024-2026 recommended budget summary from Council Budget Deliberations on December 12, 2023:

- Proposed **Municipal Tax - 3% increase** (\$189,056 Tax / \$30,990 Growth)
- Proposed **Water Rate - \$0.1477m<sup>3</sup> Increase** (\$3.0454 / \$2.8977) (\$87,901)
- Proposed **Sewer Rate - \$0.25 increase** (\$23.25 / \$23.00) (\$7,539)
- Proposed **Garbage Rate - \$0.25 Increase** (\$24.50 / \$24.25) (\$6,720)
- Proposed **Recycling Rate - \$0.25 Increase** (\$7.00 / \$6.75) (\$6,600)
- Proposed Financial Impact on Average Residential Customer (municipal only - \$97.04 – 2023 \$102.09) – 2024 2.95% / 2023 3.20%

What is the result on "Available for Capital" from a proposed tax increase.....

Budget	2022 Water	\$2.82		2022 Sewer	\$22.75								
Assumptions:	2023 Water	\$2.8977		2023 Sewer	\$23.00								
	2024 Water	\$3.0454		2024 Sewer	\$23.25								
	2025 Water	\$3.0459		2025 Sewer	\$23.50								
	2022 Waste	\$23.75		2022 Recycle	\$6.50								
	2023 Waste	\$24.25		2023 Recycle	\$6.75								
	2024 Waste	\$24.50		2024 Recycle	\$7.00								
	2025 Waste	\$24.75		2025 Recycle	\$7.25								
2024 Tax Percentage (%) Increase	2021 Budget - Available for Capital	2022 Budget - Available for Capital	2023 Budget - Available for Capital	2024 Budget - Available for Capital	Difference - 2024 - 2023	2024 Budget - Total Tax Collected	2025 Budget - Total Tax Collected	2026 Budget - Total Tax Collected	2024 Budget - Sample Property Increase	2024 Budget - Sample Property Percentage (%)	2025 Budget - Available for Capital (based on 3% tax increase in 2025)	2026 Budget - Available for Capital (based on 3% tax increase in 2026)	
0.0	\$743,463	\$699,571	\$779,858	\$693,863	-\$85,996	\$6,332,861	\$6,569,152	\$6,818,797	\$39.13	1.19%	\$685,689	\$832,632	
0.5	\$743,463	\$699,571	\$779,858	\$725,373	-\$54,486	\$6,364,371	\$6,601,607	\$6,852,225	\$48.78	1.48%	\$718,144	\$866,060	
1.0	\$743,463	\$699,571	\$779,858	\$756,882	-\$22,977	\$6,395,880	\$6,634,061	\$6,885,653	\$58.43	1.78%	\$750,598	\$899,488	
1.5	\$743,463	\$699,571	\$779,858	\$788,391	\$8,533	\$6,427,389	\$6,666,516	\$6,919,082	\$68.09	2.07%	\$783,053	\$932,917	
2.0	\$743,463	\$699,571	\$779,858	\$819,901	\$40,043	\$6,458,899	\$6,698,971	\$6,952,510	\$77.74	2.36%	\$815,508	\$966,345	
2.5	\$743,463	\$699,571	\$779,858	\$851,410	\$71,552	\$6,490,408	\$6,731,425	\$6,985,937	\$87.39	2.66%	\$847,962	\$999,772	
3.0	\$743,463	\$699,571	\$779,858	\$882,919	\$103,061	\$6,521,917	\$6,763,880	\$7,019,366	\$97.04	2.95%	\$880,417	\$1,033,201	
3.5	\$743,463	\$699,571	\$779,858	\$914,429	\$134,571	\$6,553,427	\$6,796,335	\$7,052,795	\$106.69	3.24%	\$912,872	\$1,066,630	
4.0	\$743,463	\$699,571	\$779,858	\$945,938	\$166,080	\$6,584,936	\$6,828,789	\$7,086,223	\$116.34	3.54%	\$945,326	\$1,100,058	
4.5	\$743,463	\$699,571	\$779,858	\$977,448	\$197,590	\$6,616,446	\$6,861,244	\$7,119,651	\$125.99	3.83%	\$977,781	\$1,133,486	
5.0	\$743,463	\$699,571	\$779,858	\$1,008,957	\$229,099	\$6,647,955	\$6,893,699	\$7,153,079	\$135.64	4.12%	\$1,010,236	\$1,166,914	
5.5	\$743,463	\$699,571	\$779,858	\$1,040,466	\$260,608	\$6,679,464	\$6,926,153	\$7,186,508	\$145.30	4.42%	\$1,042,690	\$1,200,343	
6.0	\$743,463	\$699,571	\$779,858	\$1,071,976	\$292,118	\$6,710,974	\$6,958,608	\$7,219,936	\$154.95	4.71%	\$1,075,145	\$1,233,771	
6.5	\$743,463	\$699,571	\$779,858	\$1,103,485	\$323,627	\$6,742,483	\$6,991,062	\$7,253,364	\$164.60	5.00%	\$1,107,599	\$1,267,199	
7.0	\$743,463	\$699,571	\$779,858	\$1,134,994	\$355,136	\$6,773,992	\$7,023,517	\$7,286,793	\$174.25	5.30%	\$1,140,054	\$1,300,628	
7.5	\$743,463	\$699,571	\$779,858	\$1,166,504	\$386,646	\$6,805,502	\$7,055,972	\$7,320,221	\$183.90	5.59%	\$1,172,509	\$1,334,056	
8.0	\$743,463	\$699,571	\$779,858	\$1,198,013	\$418,155	\$6,837,011	\$7,088,426	\$7,353,649	\$193.55	5.88%	\$1,204,963	\$1,367,484	
8.5	\$743,463	\$699,571	\$779,858	\$1,229,522	\$449,664	\$6,868,520	\$7,120,881	\$7,387,077	\$203.20	6.18%	\$1,237,418	\$1,400,912	
9.0	\$743,463	\$699,571	\$779,858	\$1,261,032	\$481,174	\$6,900,030	\$7,153,336	\$7,420,506	\$212.85	6.47%	\$1,269,873	\$1,434,341	
9.5	\$743,463	\$699,571	\$779,858	\$1,292,540	\$512,682	\$6,931,539	\$7,185,790	\$7,453,934	\$222.51	6.76%	\$1,302,327	\$1,467,769	
10.0	\$743,463	\$699,571	\$779,858	\$1,324,050	\$544,192	\$6,963,048	\$7,218,245	\$7,487,362	\$232.16	7.06%	\$1,334,782	\$1,501,197	
				1/2% Municipal Tax Increase	\$31,509						\$32,455	\$33,428	

# A snap shot of the 2024 Interim Budget.....

Town of Stettler							
2024 Major Budget Changes from 2023.							
3% - Tax Increase / Utility Increase to Water - \$0.1477(Town), Regional Water - \$0.0475 & \$0.0339, Sewer - \$0.25, Waste - \$0.25 and Recycling - \$0.25							
Revenues							
% Change	Difference from 2024 Budget to 2023 Budget	2024 Interim Operating Budget	2023 Operating Budget - May 2023 (not include \$2,089,807 Operating Capital Budget)	2022 Operating Budget - May 2022 (not include \$1,108,000 Operating Capital Budget)	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post COVID (Tax Budget - May 2020)	
3.04%	\$609,622	\$20,694,174	\$20,084,552	\$19,131,289	\$18,850,681	\$18,240,375	
	Revenues	Difference (negative = loss)	2024	2023	2022	2021	2020 Post Covid (May 2020)
	Taxes (Municipal)	\$220,046	\$6,521,917	\$6,301,871	\$6,010,688	\$5,992,775	\$5,946,200
	Seniors Housing	\$7,466	\$380,766	\$373,300	\$372,673	\$368,112	\$349,746
	FCSS (Provincial Funding)	\$7,072	\$164,220	\$157,148	\$157,148	\$157,148	\$157,148
	AE Kennedy - Rental	\$6,445	\$212,679	\$206,234	\$205,300	\$204,400	\$201,631
	Return on Investment	\$460,000	\$600,000	\$140,000	\$294,119	\$70,302	\$93,584
	School Resource Officer (SRO)	\$5,414	\$110,216	\$104,802	\$83,356	\$28,917	\$0
	Fire - County Agreement	-\$343,878	\$105,512	\$449,390	\$390,068	\$384,459	\$341,078
	Water - Town	\$87,901	\$2,099,132	\$2,011,231	\$1,962,728	\$1,961,648	\$1,879,608
	Water - Regional	\$32,225	\$1,182,500	\$1,150,275	\$1,070,000	\$1,070,000	\$1,070,000
	Sewer	\$24,672	\$951,721	\$927,049	\$888,681	\$888,681	\$855,943
	Waste	\$6,720	\$658,560	\$651,840	\$636,975	\$634,980	\$623,438
	Recycling	\$6,600	\$184,800	\$178,200	\$171,210	\$170,664	\$168,870
	Franchise Fee (Gas)	\$2,930	\$1,218,960	\$1,216,030	\$1,065,000	\$1,002,950	\$936,000
	Franchise Fee (Power)	\$56,322	\$820,322	\$764,000	\$805,000	\$727,000	\$712,000
	Lions Campground	\$10,000	\$130,000	\$120,000	\$120,000	\$115,000	\$68,158
	County - Recreation Agreement	\$28,032	\$480,432	\$452,400	\$439,600	\$431,500	\$431,500
	<b>Total Revenue Changes</b>	<b>\$617,967</b>					
Expenses							
% Change	Difference from 2024 Budget to 2023 Budget	2024 Interim Operating Budget	2023 Operating Budget - May 2023 (not include \$2,089,807 Operating Capital Budget)	2022 Operating Budget - May 2022 (not include \$1,108,000 Operating Capital Budget)	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post COVID - Tax Budget - May 2020	
2.62%	\$506,561	\$19,811,255	\$19,304,694	\$18,431,718	\$18,107,218	\$17,691,128	
	Expenses	Difference (negative = reduction)	2024	2023	2022	2021	2020 Post Covid (May 2020)
	RCMP Contract	\$255,591	\$1,675,155	\$1,419,564	\$1,087,211	\$1,080,481	\$956,072
	Natural Gas (Carbon tax)	\$4,428	\$347,144	\$342,716	\$236,916	\$201,464	\$179,822
	Power - new rate	\$109,934	\$1,063,007	\$953,073	\$968,355	\$830,097	\$838,489
	Water Supply & Distribution - WTP - utility \$28,286 - WTS repairs \$12,000, Ins \$2000 - Wtrans salary \$26,030, equip repair \$35,000	\$100,286	\$3,334,666	\$3,234,380	\$3,094,431	\$3,078,025	\$3,095,880
	SWMA Requisition	\$17,856	\$440,448	\$422,592	\$404,736	\$386,880	\$386,880
	Waste Collection	\$5,968	\$199,937	\$193,969	\$181,840	\$173,424	\$171,624
	Recycling Collection	\$3,693	\$121,560	\$117,867	\$110,469	\$105,243	\$104,521
	<b>Total Expense Changes</b>	<b>\$497,756</b>					
Amount Available for Capital							
% Change	Difference from 2023 Budget to 2022 Budget	2024 Interim Operating Budget	2023 Operating Budget - May 2023 (not include \$2,089,807 Operating Capital Budget)	2022 Operating Budget - May 2022 (not include \$1,103,000 Operating Capital Budget)	2021 Operating Budget - May 2021 (not include \$645,000 Operating Capital Budget)	2020 Post COVID - Tax Budget - May 2020	
13.22%	\$103,061	\$882,919	\$779,858	\$699,571	\$743,463	\$549,247	

A closer look by departments.....

Revenue	2020 Pre Covid Interim Budget - December 2019	2020 Post Covid - May 2020 (pre capital budget)	2021 Operating Budget May 2021 (not included \$645,000 Operating Capital Budget)	2022 Interim Operating Budget - May 2022 (not included \$1,108,000 operating capital budget)	2023 Interim Operating Budget - May 2023 (not included \$2,089,807 operating capital budget)	2024 Interim Operating Budget (no operating capital budget)	Variance	%	Notes
Administration	\$317,333	\$317,333	\$280,020.00	\$272,020.00	\$272,020.00	\$272,020.00	\$0.00	0.00%	
Inter Dept Utility Transfer - \$250,000									
Police	\$565,466	\$520,024	\$495,308.00	\$548,804.00	\$873,314.00	\$778,728.00	-\$94,586.00	-10.83%	Trans from RCMP Res - 2024 - \$150,000
Traffic Fines - Budget - \$60,000									Trans from RCMP Res - 2023 - \$250,000
Provincial Grant - \$347,616									
Community Resource Program - \$110,216 (Clearview - \$40,000 / County - \$70,216) / 2023 - \$104,802 Total (\$5,414)									
Fire	\$408,427	\$402,577	\$449,247.00	\$452,321.00	\$515,811.00	\$172,561.50	-\$343,249.50	-66.55%	Town / County Fire Agreement
Disaster Services	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$109,950	\$109,950.00	\$109,950.00	\$113,700.00	\$113,700.00	\$0.00	0.00%	Business Lic # inc
Business Licenses Budget - \$90,000 - 2023 - \$90,000 / Animal License Budget \$21,700									
Roads, Streets, Walks, Lights	\$64,535	\$64,535	\$63,800.00	\$64,535.00	\$64,535.00	\$64,535.00	\$0.00	0.00%	
Airport	\$10,880	\$10,880	\$10,880.00	\$10,880.00	\$10,880.00	\$10,880.00	\$0.00	0.00%	
Drainage	\$0	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,098	\$3,032,318	\$3,147,358.00	\$3,148,438.00	\$3,273,296.00	\$3,393,422.00	\$120,126.00	3.67%	
Metered sale of water - 2024 - \$2,099,132 - 2023 - \$2,011,231 = \$87,901									
Metered out of Town - 2024 - \$1,182,500 - 2023 \$1,150,275 = \$32,225									
Bulk water (Budget - \$40,000)									
Sewer	\$950,675	\$905,963	\$950,701.00	\$950,701.00	\$989,069.00	\$1,013,741.00	\$24,672.00	2.49%	
Sewer Service Charges - 2024 - \$951,721 - 2023 - \$927,049 = \$24,672									
Garbage Collection & Disposal	\$824,660	\$824,660	\$836,789.00	\$839,812.00	\$863,391.00	\$877,238.00	\$13,847.00	1.60%	haul rebate - \$26,351 .
Residential Garbage Revenue - 2024 - \$658,560 - 2023 - \$651,840 = \$6,720									
Recycling Revenue - 2024 - \$184,800 - 2023 - \$178,200 = \$6,600									
FCSS	\$157,148	\$157,148	\$157,148.00	\$157,148.00	\$157,148.00	\$164,220.00	\$7,072.00	4.50%	increased Provincial Funding
Cemetery	\$23,600	\$23,600	\$23,600.00	\$23,600.00	\$23,600.00	\$23,600.00	\$0.00	0.00%	
Planning & Development	\$44,500	\$34,100	\$44,500.00	\$44,500.00	\$44,500.00	\$44,500.00	\$0.00	0.00%	
Building Permits (Budget - \$30,000)									
Economic Development - BOT	\$222,920	\$149,585	\$232,125.00	\$137,420.00	\$142,170.00	\$146,570.00	\$4,400.00	3.09%	Shop Stettler, Trade Show, SWS Lunch
Subdivision Land	\$2,000	\$200	\$2,000.00	\$2,000.00	\$500.00	\$500.00	\$0.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$273,780	\$282,015.00	\$278,580.00	\$279,514.00	\$292,894.00	\$13,380.00	4.79%	
AE Kennedy Health Unit - 2024 - \$212,679 - 2023 - \$206,234 = \$6,445									
Ambulance Station - \$20,100									
SRC - Library - Budget - \$42,000									
Recreation - General	\$3,000	\$3,000	\$3,000.00	\$3,000.00	\$3,000.00	\$4,000.00	\$1,000.00	33.33%	Increase in Donations - \$1000
Recreation Programs	\$24,460	\$3,500	\$22,700.00	\$26,190.00	\$25,418.00	\$27,318.00	\$1,900.00	7.48%	Ball / Soccer / storage rentals
Facilities	\$1,088,705	\$848,805	\$952,732.00	\$1,009,465.00	\$1,054,336.00	\$1,114,267.00	\$59,931.00	5.68%	County / Pool / SRC Revenue
Community Hall	\$40,000	\$20,000	\$30,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	0.00%	
Senior's Center	\$22,875	\$14,437	\$20,875.00	\$22,875.00	\$21,750.00	\$21,750.00	\$0.00	0.00%	
Parks	\$100,650	\$50,650	\$115,650.00	\$120,650.00	\$120,800.00	\$130,800.00	\$10,000.00	8.28%	
Lions Campground - Budget - 2024 - \$130,000 - 2023 - \$120,000 = \$10,000									
Operating Contingency	\$0	\$100,146	\$4,529.00	\$11,899.00	-\$5,615.00	\$0.00	\$5,615.00	0.00%	
Taxes / Penalties	\$8,704,836	\$8,527,784	\$8,677,404.00	\$8,778,101.00	\$9,012,985.00	\$9,279,247.00	\$266,262.00	2.95%	Tax \$212,215 - ASFF \$46,581 - Senior \$7,466
Other Revenue	\$1,845,400	\$1,845,400	\$1,938,350.00	\$2,078,400.00	\$2,188,430.00	\$2,707,682.00	\$519,252.00	23.73%	
Franchise Fee - GAS - 2024 - \$1,218,960 - 2023 - \$1,216,030 = \$2,930									
Franchise Fee - ELECTRIC - 2024 - \$820,322 - 2023 - \$764,000 = \$56,322									
Return on Investments - 2024 - \$600,000 - 2023 - \$140,000 = \$460,000									
<b>Total Revenue</b>	<b>\$18,952,898</b>	<b>\$18,240,375</b>	<b>\$18,850,681.00</b>	<b>\$19,131,289.00</b>	<b>\$20,084,552.00</b>	<b>\$20,694,173.50</b>	<b>\$609,621.50</b>	<b>3.04%</b>	

Expense	2020 Pre Covid Interim Budget - December 2019	2020 Post Covid - May 2020 (pre capital budget)	2021 Operating Budget May 2021 (not included \$645,000 Operating Capital Budget)	2022 Interim Operating Budget (no operating capital budget)	2023 Interim Operating Budget (no operating capital budget)	2024 Interim Operating Budget (no operating capital budget)	Variance	%	Notes
Council & Legislative	\$221,300	\$208,300	\$221,630.00	\$222,640.00	\$223,450.00	\$246,650.00	\$23,200.00	10.38%	
	Council Honorarium - 2024 - \$177,640 - 2023 - \$154,450 = \$23,200								
	Council per diem - Budget - \$27,000								
	Council travel & subsistence - Budget - \$22,000								
	Council membership Conferences (Budget - \$16,000)								
Administration	\$1,215,838	\$1,230,121	\$1,294,932.00	\$1,116,978.00	\$1,155,298.00	\$1,130,012.00	-\$25,286.00	-2.19%	Insurance - \$21,466
Police	\$1,140,831	\$1,140,831	\$1,264,942.00	\$1,277,089.00	\$1,557,191.00	\$1,813,785.00	\$256,594.00	16.48%	
	RCMP - Contract Billings (2024 - \$1,675,155 - 2023 - \$1,419,564 = \$255,591)								
Fire	\$900,178	\$889,028	\$894,059.00	\$917,264.00	\$1,038,570.00	\$866,499.00	-\$172,071.00	-16.57%	Town / County Fire Agreement
Disaster Services	\$20,068	\$32,068	\$33,080.00	\$33,530.00	\$44,711.00	\$46,741.00	\$2,030.00	4.54%	County Emergency Contract
Bylaw Enforcement	\$185,808	\$185,808	\$192,716.00	\$196,777.00	\$192,954.00	\$196,763.00	\$3,809.00	1.97%	
Common Services	\$150,597	\$150,597	\$156,733.00	\$282,530.00	\$272,111.00	\$270,527.00	-\$1,584.00	-0.58%	
Roads, Streets, Walks, Lights	\$1,903,345	\$1,903,345	\$1,932,829.00	\$1,949,578.00	\$1,967,254.00	\$2,048,004.00	\$80,750.00	4.10%	Salary \$12,850 General repair \$29,089, Snow removal rent & parts \$3000, street lights \$19,571, pole replace \$8,490
Airport	\$46,974	\$46,974	\$47,635.00	\$49,187.00	\$55,989.00	\$59,688.00	\$3,699.00	6.61%	Utility \$3,313
Water Supply & Distribution	\$3,095,880	\$3,095,880	\$3,078,025.00	\$3,094,431.00	\$3,234,380.00	\$3,334,666.00	\$100,286.00	3.10%	WTP - utility \$28,286 - WTS repairs \$12,000, Ins \$2000 - Wtrans salary \$26,030, equip repair \$35,000
Sewer	\$642,607	\$642,607	\$706,865.00	\$727,420.00	\$725,310.00	\$791,619.00	\$66,309.00	9.14%	Salary \$17,250, Utility \$14,798 - Lagoon chemical \$15,000, repair \$10,997
Garbage Collection & Disposal	\$794,016	\$722,866	\$724,917.00	\$748,219.00	\$792,848.00	\$822,715.00	\$29,867.00	3.77%	Contract \$5,968 - SWMA \$17,856 - salary \$2,960
FCSS	\$196,435	\$196,435	\$196,435.00	\$196,435.00	\$196,435.00	\$205,275.00	\$8,840.00	4.50%	Inc Provincial funding \$7072, Town \$1768
Cemetery	\$64,668	\$64,668	\$65,790.00	\$64,290.00	\$65,160.00	\$66,780.00	\$1,620.00	2.49%	
Planning & Development	\$380,225	\$342,725	\$330,035.00	\$416,270.00	\$421,260.00	\$375,500.00	-\$45,760.00	-10.86%	Salary adjustment
Comm Services -Handi Bus	\$25,000	\$25,000	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	0.00%	
Economic Development	\$633,150	\$532,150	\$679,030.00	\$587,646.00	\$633,077.00	\$616,405.00	-\$16,672.00	-2.63%	BOT office supplies (\$2,242), Tourism advert (\$2500), training (\$2,500), Projects (\$10,000)
Subdivision Land	\$55,270	\$55,270	\$55,820.00	\$56,620.00	\$54,580.00	\$50,410.00	-\$4,170.00	-7.64%	Salary adjustment
Land, Housing & Rentals	\$43,900	\$43,900	\$44,890.00	\$44,760.00	\$45,603.00	\$47,540.00	\$1,937.00	4.25%	Health unit repair \$1937
Recreation - General	\$138,775	\$138,775	\$151,470.00	\$146,025.00	\$147,690.00	\$155,645.00	\$7,955.00	5.39%	Bank Charges
Recreation Programs	\$82,280	\$82,280	\$84,740.00	\$81,320.00	\$81,300.00	\$82,180.00	\$880.00	1.08%	
Facilities	\$2,459,512	\$2,431,270	\$2,375,397.00	\$2,507,648.00	\$2,704,155.00	\$2,766,939.00	\$62,784.00	2.32%	SRC Utility \$10,067 - Fitness supplies \$2000 - Pool Utility \$30,000 salary 19,641
Culture	\$345,812	\$345,812	\$334,162.00	\$354,497.00	\$350,356.00	\$353,268.00	\$2,912.00	0.83%	
	Parkland Regional Library - 2024 \$54,639 - 2023 \$52,080 = \$2,559								
	Stettler Public Library - 2024 \$251,779 - 2023 \$251,766 = \$13								
	Stettler Museum- \$35,000								
Community Hall	\$104,029	\$104,029	\$107,546.00	\$107,397.00	\$107,299.00	\$111,880.00	\$4,581.00	4.27%	Utility \$2,531, Telephone \$900, salary \$1900
Senior's Center	\$13,310	\$13,310	\$13,330.00	\$13,280.00	\$13,280.00	\$13,430.00	\$150.00	1.13%	
Parks	\$614,051	\$618,745	\$630,581.00	\$658,412.00	\$697,088.00	\$747,942.00	\$50,854.00	7.30%	Salary \$22,165 - flowers \$2,000 - campground materials \$2,000 - ball diamond materials - \$1,500, spray park repair \$15,000 - weed contract \$4,000
Operating Contingency	-\$230,000	-\$230,000	-\$220,000.00	-\$210,000.00	-\$200,000.00	-\$191,000.00	\$9,000.00	-4.50%	
	WTP gross recovery - (\$191,000) (JE made at end of year prior to Audit)								
	Available for Capital from 2023 Operating Budget for 2023 Capital Budget - \$882,919 (Water \$58,756+ Utility \$276,645 (sewer, waste, recycling) + Total Available for Capital - \$547,518) = \$882,919								
Requisitions	\$2,683,612	\$2,678,334	\$2,684,629.00	\$2,766,475.00	\$2,702,345.00	\$2,756,392.00	\$54,047.00	2.00%	
	ASFF - 2024 \$2,207,833 - 2023 \$2,164,542 = \$43,291								
	ASFF Separate School - 2024 \$167,793 - 2023 \$164,503 = \$3,290								
	County of Stettler Senior Lodges - 2024 \$380,766 - 2023 \$373,800 = \$7,466								
<b>Total Expense</b>	<b>\$17,927,471.00</b>	<b>\$17,691,128.00</b>	<b>\$18,107,218.00</b>	<b>\$18,431,718.00</b>	<b>\$19,304,694.00</b>	<b>\$19,811,255.00</b>	<b>\$506,561.00</b>	<b>2.62%</b>	
<b>Surplus / Deficit</b>	<b>\$1,025,427.00</b>	<b>\$549,247.00</b>	<b>\$743,463.00</b>	<b>\$699,571.00</b>	<b>\$779,858.00</b>	<b>\$882,918.50</b>	<b>\$103,060.50</b>	<b>13.22%</b>	

Administration considers a 3% property tax increase, \$0.1477 Town water and \$0.25 sewer, \$0.25 waste & \$0.25 recycling rate increases included in the 2024 Interim Operating Budget necessary given the ongoing current economic conditions and future obligations required in our community as we move forward from COVID19, the past 3 years of 0% increases in 2020-2022 and a 4% increase in 2023. This three-year forecast reflects Administration and Council's intent to be fiscally responsible and accountable to its residents while still maintaining a strong, healthy and sustainable community.

The 2024 – 2026 Operating Budget enables Council to sustain the current high level of public services, facilities and utilities for all Stettler residents, as well as continue to renew existing infrastructure.

Consideration of this 2024 – 2026 Interim Operating Budget “Memorandum” alone affords Council a broad perspective highlighting an estimated **\$17,503,077** million or **88.35%** of the entire **\$19,811,255** million dollars in expenditures included in this budget:

Total Operational Budget Summary Memo	2019 Budget	2020 Pre Covid - Dec 2019	2020 Post Covid - May 2020	2021 Budget	2022 Budget	2023	2024	Difference (2024 Budget - 2023 Budget)	2025	2026
Amount available for capital	\$1,076,350	\$1,025,427	\$549,247	\$743,463	\$699,571	\$779,858	\$882,919	\$103,061	\$880,417	\$1,033,201
Minor capital in operations	\$567,530	\$534,300	\$578,300	\$584,300	\$582,200	\$644,300	\$622,200	-\$22,100	\$624,325	\$625,000
Insurance	\$168,156	\$171,510	\$175,250	\$200,887	\$210,920	\$245,841	\$315,060	\$69,219	\$321,360	\$327,780
Community Partners	\$2,139,179	\$2,245,370	\$2,152,559	\$2,226,381	\$2,290,077	\$2,410,028	\$2,600,997	\$190,969	\$2,641,872	\$2,638,504
Salaries and benefits - 0.05% increase	\$5,784,230	\$6,209,960	\$6,209,960	\$6,225,520	\$6,297,570	\$6,462,830	\$6,428,550	-\$34,280	\$6,655,870	\$6,757,190
Labour Contingency	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electricity (rate/MWh 2018 - \$58.29, 2019 & 2020 - \$53.10, 2021, 2022 & 2023 - \$43.92 - 2034-2026 - \$52.85 (increase in rate)	\$904,920	\$861,757	\$838,489	\$830,097	\$968,355	\$953,073	\$1,063,007	\$109,934	\$1,013,380	\$1,032,848
Natural Gas - 2018-2022 -\$2.67 / 2023-2026 -\$5.46 / Carbon Tax - 2024 - \$4.05 - 2023- \$3.29 - 2022 - \$2.63 /	\$180,134	\$185,396	\$179,822	\$201,464	\$236,916	\$342,716	\$347,144	\$4,428	\$364,957	\$388,241
Electricity and natural gas contingency	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debtenture debt servicing	\$760,003	\$691,596	\$691,596	\$694,400	\$666,213	\$653,360	\$612,830	-\$40,530	\$571,400	\$571,590
Policing Contract - RCMP salary increase	\$956,072	\$1,080,481	\$1,080,481	\$1,087,211	\$1,087,211	\$1,419,564	\$1,675,155	\$255,591	\$1,724,841	\$1,758,103
Assessment Contract - 2024 - parcel 3108/5yr-2028	\$81,855	\$81,989	\$81,989	\$82,123	\$83,794	\$83,930	\$86,309	\$2,379	\$87,750	\$89,170
Bylaw enforcement contract	\$155,627	\$159,518	\$159,518	\$163,506	\$166,367	\$167,594	\$171,783	\$4,189	\$176,078	\$176,078
Garbage collection contract - 2024 - 2.9%	\$185,910	\$207,210	\$171,624	\$173,424	\$181,840	\$193,969	\$199,937	\$5,968	\$203,936	\$208,015
Recycling collection contract - 2023 - 2.9%	\$111,975	\$123,457	\$104,521	\$105,243	\$110,469	\$117,867	\$121,560	\$3,693	\$123,992	\$126,471
<b>Operational Budget Summary</b>	<b>\$13,151,941</b>	<b>\$13,577,971</b>	<b>\$12,973,356</b>	<b>\$13,318,019</b>	<b>\$13,581,503</b>	<b>\$14,474,930</b>	<b>\$15,127,451</b>	<b>\$652,521</b>	<b>\$15,390,178</b>	<b>\$15,732,191</b>
ASFF - 2% increase + growth	\$2,314,984	\$2,334,809	\$2,327,097	\$2,319,539	\$2,393,802	\$2,329,045	\$2,375,626	\$46,581	\$2,423,138	\$2,471,601
<b>Total Operational Budget Summary Memo</b>	<b>\$15,466,925</b>	<b>\$15,912,780</b>	<b>\$15,300,453</b>	<b>\$15,637,558</b>	<b>\$15,975,305</b>	<b>\$16,803,975</b>	<b>\$17,503,077</b>	<b>\$699,102</b>	<b>\$17,813,316</b>	<b>\$18,203,792</b>
<b>Total Operational Budget Expenditures</b>	<b>\$17,677,384</b>	<b>\$17,927,471</b>	<b>\$17,691,128</b>	<b>\$18,107,218</b>	<b>\$18,431,718</b>	<b>\$19,304,694</b>	<b>\$19,811,255</b>		<b>\$20,082,910</b>	<b>\$20,340,481</b>
	87.50%	88.76%	86.49%	86.36%	86.67%	87.05%	88.35%		88.70%	89.50%

The 2024 – 2026 Interim Operating Budget continues to **invest** a substantial amount of internally generated funds (**2024 - \$882,919**) for normal capital projects on an annual basis. However, with the loss of the Basic Municipal Transportation Grant in 2022 (BMTG - \$357,120), administration remains cautious in the Town's ability to save for/invest in major capital equipment and infrastructure given the remaining multi-year federal and provincial grant programs (Municipal Sustainability Initiative (MSI) and Canada Building Communities Fund (CBCF – formally FGT). Also, with the global, national & provincial endemic economic policies uncertain, and the ongoing replacement vagueness of the current MSI program with the Local Government Fiscal Framework (LGFF) in 2024, the Town will continue to be challenged in its ability to address all the community's needs on a timely basis.

A summary of the overall revenue and expenditure levels included in the three-year Interim Operating Budget 2024 – 2026 are as follows:

	2014	2015	2016	2017	2018	2019	2020 Pre Covid - Dec 2019	2020 Post Covid - May 2020	2021 (May 2021)	2022	2023	2024	2025	2026
Total Revenues	\$15,787,405	\$16,344,323	\$17,475,500	\$17,785,191	\$18,345,659	\$18,753,734	\$18,952,898	\$18,240,375	\$18,850,681	\$19,131,289	\$20,084,552	\$20,694,174	\$20,963,327	\$21,373,682
Total Expenditures *	\$14,817,975	\$15,421,559	\$16,184,230	\$16,801,224	\$17,318,754	\$17,677,384	\$17,927,471	\$17,691,128	\$18,107,218	\$18,431,718	\$19,304,694	\$19,811,255	\$20,082,910	\$20,340,481
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,270</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$743,463</b>	<b>\$699,571</b>	<b>\$779,858</b>	<b>\$882,919</b>	<b>\$880,417</b>	<b>\$1,033,201</b>
<b>Available for Capital</b>														
Utility Source Capital	\$561,500	\$629,283	\$579,417	\$523,839	\$445,438	\$396,822	\$389,930	\$301,588	\$425,041	\$368,881	\$373,218	\$335,401	\$370,265	\$351,353
General Source Capital	\$407,930	\$293,481	\$711,854	\$460,128	\$581,467	\$679,528	\$635,497	\$247,659	\$318,422	\$330,690	\$406,640	\$547,518	\$510,152	\$681,848
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,271</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$743,463</b>	<b>\$699,571</b>	<b>\$779,858</b>	<b>\$882,919</b>	<b>\$880,417</b>	<b>\$1,033,201</b>
<b>Plus External Grants (pending)</b>														
Basic Municipal Transportation Grant	\$344,880	\$344,880	\$344,880	\$344,880	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$0	\$0	\$0	\$0	\$0
Canada Building Communities Fund (FGTF)	\$325,631	\$301,327	\$309,892	\$310,904	\$328,277	\$672,579	\$346,344	\$340,465	\$696,912	\$356,384	\$356,679	\$356,679	\$356,679	\$356,679
MSI Operating - Police	\$54,446	\$54,445	\$53,284	\$52,513	\$53,680	\$54,199	\$53,391	\$52,856	\$52,448	\$52,448	\$104,896	\$104,896	\$104,896	\$104,896
MSI Capital	\$1,063,495	\$1,125,861	\$1,043,475	\$1,947,237	\$561,531	\$566,378	\$945,165	\$943,458	\$1,245,630	\$649,945	\$649,945	\$649,945	\$649,945	\$649,945
COVID-19 - MOST (Municipal Operating Support Transfer)									\$607,693				\$0	\$0
COVID-19 - MSP (Municipal Stimulus Program)									\$707,509				\$0	\$0
<b>Total Grants</b>	<b>\$1,788,452</b>	<b>\$1,826,513</b>	<b>\$1,751,531</b>	<b>\$2,655,534</b>	<b>\$1,300,608</b>	<b>\$1,650,276</b>	<b>\$1,702,020</b>	<b>\$1,693,899</b>	<b>\$3,667,312</b>	<b>\$1,058,777</b>	<b>\$1,111,520</b>	<b>\$1,111,520</b>	<b>\$1,111,520</b>	<b>\$1,111,520</b>
<b>Total New Available Funds</b>	<b>\$2,757,882</b>	<b>\$2,749,277</b>	<b>\$3,042,802</b>	<b>\$3,639,501</b>	<b>\$2,327,513</b>	<b>\$2,726,626</b>	<b>\$2,727,447</b>	<b>\$2,243,146</b>	<b>\$4,410,775</b>	<b>\$1,758,348</b>	<b>\$1,891,378</b>	<b>\$1,994,439</b>	<b>\$1,991,937</b>	<b>\$2,144,721</b>

\* Other notable Maintenance Spending Allocations within the 2024-2026 Operating Budget

	2014	2015	2016	2017	2018	2019	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021	2022	2023	2024	2025	2026
<b>Ongoing Annual Maintenance</b>														
Water Meter Replacements	\$46,000	\$46,000	\$46,000	\$46,000	\$46,500	\$47,000	\$75,000	\$75,000	\$75,000	\$75,000	\$80,000	\$80,000	\$80,000	\$80,000
Sidewalk Replacements	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Gravel Road Oiling	\$27,000	\$27,500	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$27,500	\$27,500	\$27,500	\$27,500
Pathway Maintenance	\$0	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Fire Protective Clothing	\$57,300	\$57,300	\$57,300	\$57,300	\$57,300	\$59,000	\$60,800	\$60,800	\$62,600	\$65,000	\$67,600	\$70,000	\$70,000	\$70,000
Physician Recruitment	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
BOT Community Development	\$45,900	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000	\$0	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000
Land Development Reserve (LDR) / Lot Sales	\$116,110	\$102,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Economic Incentives	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Stettler Recreation Centre Annual Repairs	\$78,500	\$93,600	\$93,600	\$94,210	\$74,720	\$75,030	\$75,000	\$75,000	\$87,200	\$81,700	\$113,700	\$91,700	\$93,200	\$93,200
Water treatment Plant Annual Repairs	\$102,920	\$105,500	\$107,100	\$109,600	\$111,400	\$133,100	\$135,100	\$135,100	\$127,100	\$128,100	\$148,100	\$145,600	\$146,225	\$146,900
Computer Capital Replacement	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900
<b>Total Generated In/From Operations</b>	<b>\$608,130</b>	<b>\$610,350</b>	<b>\$507,400</b>	<b>\$510,510</b>	<b>\$543,320</b>	<b>\$567,530</b>	<b>\$534,300</b>	<b>\$578,300</b>	<b>\$584,300</b>	<b>\$582,200</b>	<b>\$644,300</b>	<b>\$622,200</b>	<b>\$624,325</b>	<b>\$625,000</b>

## Land Development

The Town of Stettler's Land Development portfolio has an approximate fair market value at December 31<sup>st</sup>, 2023 as estimated below:

**Realized:**

Land Development Reserve @ Dec. 31/23	<b>\$1,189,898.57</b>
Projected additions to Dec. 31/24	\$0.00
Projected deletions to Dec. 31/24	<u>\$0.00</u>
Total Land Development Reserve @ Dec 31/24	<b>\$1,189,898.57</b>

**Unrealized:**

Meadowlands – (68 acres undeveloped)	\$700,000	
Meadowlands (5 lots unsold)	\$308,250	(\$61,650 per lot)
Emmerson (1 duplex lot unsold)	\$74,900	(\$74,900 per lot)
Emmerson (partially serviced 53 lots)	\$530,000	(@ \$10,000 per lot)
NE Industrial (128 acres undeveloped)	<b>\$1,280,000</b>	(@ \$10,000 per acre)
<b>Net Fair Value</b>	<b>\$3,999,772</b>	



Administration, being conservative, has not forecast any sales of our remaining serviced residential lots/undeveloped lands in 2024. Although Town lots are priced competitively, and with the implementation of various economic development policies (realtor incentives, tax incentives) by Council, local lot sales/home construction is being predominantly driven privately in Meadowlands by the Park and infill developments.

Normally the Town's unrealized Land Development properties, through relatively consistent annual lot sales, would have provided this Interim Operating Budget with approximately \$54,580 towards Subdivision Administration departmental costs and a further \$40,000 (ROI like) contribution. However, with no forecasted municipal lot sales in 2024, the Operating Budget is now absorbing this combined



\$94,580 revenue loss. Subdivision Administration will now be paid by other enhanced revenue sources included in this Budget.

In 2016 Council accepted that all future lot/land sale proceeds upon realization be transferred fully into the Land Development Reserve to mitigate the further erosion of this saving fund for future considerations.

This decision will help preserve the significant value of our (dormant for now) Land Development holdings. Down the road Administration believes that the Town will be in a better position to ultimately expend these funds on valued major infrastructure expansion, community projects/facilities, or to re-enter the land development environment, if necessary.

## Community Program Partners

The 2024 – 2026 Interim Operating Budget includes continued funding for our community program partners and regional joint collaborative initiatives as follows:

Town of Stettler												
Community Partners - 2024 Budget												
			2019	2020 (Pre Covid - Interim Budget - Dec 2019)	2020 (Post Covid - Tax Budget - May 2020)	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2024-2023 Difference	2025	2026
1	Family Community Support Services (FCSS-2017-Botha)		\$196,435	\$196,435	\$196,435	\$196,435	\$196,435	\$196,435	\$205,275	\$8,840	\$205,275	\$205,270
	Provincial Funding (80%) - \$164,220											
	Municipal Funding (20%) - \$41,055											
2	Museum (land purchase)		\$34,000	\$34,000	\$34,000	\$34,000	\$42,000	\$35,000	\$35,000	\$0	\$35,000	\$35,000
3	Board of Trade (net)		\$244,217	\$287,210	\$259,110	\$325,305	\$324,776	\$365,787	\$345,145	-\$20,642	\$358,041	\$316,936
	Community Event - BOT		\$5,000	\$5,000	\$5,000	\$3,500	\$4,000	\$4,000	\$4,000	\$0	\$4,000	\$4,000
	Community Dev - Steel Wheel Stampede		\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Community Dev - Adult Learning Council		\$3,000	\$3,000	\$0	\$3,000	\$3,000	\$3,000	\$3,000	\$0	\$3,000	\$3,000
	Community Dev - Taste of the Heartland		\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$0	\$2,500	\$2,500
	Community Dev - Community Energy Improvement Program (CEIP) - Application Fee		\$0	\$0	\$0	\$0	\$0	\$14,172	\$0	-\$14,172	\$0	\$0
	Community Dev (\$44,000 - Total)		\$31,000	\$41,000	\$0	\$41,000	\$41,000	\$24,328	\$38,500	\$14,172	\$38,500	\$38,500
4	Beautification - HBC (grant)		\$22,200	\$22,200	\$22,200	\$22,200	\$22,200	\$22,200	\$22,200	\$0	\$22,200	\$22,200
5	Stettler Public Library		\$245,702	\$250,182	\$250,182	\$238,492	\$250,117	\$251,766	\$251,779	\$13	\$254,350	\$256,941
6	Parkland Regional Library		\$49,104	\$50,890	\$50,890	\$50,890	\$50,890	\$52,080	\$54,639	\$2,559	\$55,732	\$56,847
7	Senior Handi Bus Society		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$25,000
8	Senior Housing Authority (estimated 2%)		\$331,307	\$347,873	\$350,318	\$368,112	\$372,673	\$373,300	\$380,766	\$7,466	\$388,381	\$396,149
9	Solid Waste Management (\$71+\$3=\$74-swma req/pop inc 5952)		\$386,880	\$404,736	\$386,880	\$386,880	\$404,736	\$422,592	\$440,448	\$17,856	\$458,304	\$476,030
10	Heartland Youth Centre (playground program)		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	\$50,000	\$50,000
11	Fire Protection (net)		\$465,511	\$491,751	\$486,451	\$444,812	\$464,943	\$522,759	\$693,937	\$171,178	\$691,656	\$699,323
13	Airport (net)		\$39,823	\$36,094	\$36,094	\$36,755	\$38,307	\$45,109	\$48,808	\$3,699	\$49,933	\$50,808
<b>Total Community Partners</b>			<b>\$2,139,179</b>	<b>\$2,245,370</b>	<b>\$2,152,559</b>	<b>\$2,226,381</b>	<b>\$2,290,077</b>	<b>\$2,410,028</b>	<b>\$2,600,997</b>	<b>\$190,969</b>	<b>\$2,641,872</b>	<b>\$2,638,504</b>
14	Education (ASFF) - 2% increase + growth		\$2,314,984	\$2,334,809	\$2,327,097	\$2,319,539	\$2,393,802	\$2,329,045	\$2,375,626	\$46,581	\$2,423,138	\$2,471,601
	Recreation (net) - Revenue - \$72,831 (County - \$20,942, SRC - 27,039, Pool - \$12,750, Campground - \$10,000 / Expenses - \$131,116 (SRC General - bank charges - \$10,000, Summer Ice (salary, utilities) - 6,496, Pool (salary, utilities, insurance)- \$41,960, Community hall - \$4,581, Parks (salary, weed control, spray park repair) - \$50,854		\$2,202,951	\$2,480,729	\$2,793,829	\$2,552,269	\$2,646,399	\$2,834,864	\$2,893,149	\$58,285	\$2,930,582	\$2,995,131

## Major Budget Impacts and Constraints

### Cost of Labor

A significant share (\$6,428,550 – 37.93%) of the overall 2024 – 2026 Interim Operating Budget is committed to human resources. Town Council understands and appreciates that our most valuable resource is people: passionate, energetic, innovative employees who care equally about providing great service for municipal residents while working safe and effectively with others. Employees who are constantly striving to be the best they can be in the performance of their jobs and responsibilities. Senior Administration works hard at promoting a healthy, civil, respecting and appreciative culture in the workplace, and Council assists greatly in being a genuine champion for its employees.

Incremental changes include market adjustments, annual inflation and merit adjustments considered necessary to remain competitive. The inherent inflation factor built into past and future year labor budgets is as follows:

	(Jan 1)		AB CPI (Jan1)
2016	3%		2.1%
2017	3%		2.5%
2018	1.5%		1.4%
2019	1.5%		1.2%
2020	2.5%		1.1%
2021	0%	Total 11.5%	4.7% (August 2021) Total 13%
2022	0.5%		6.2% (September 2022)
2023	0.5%	Total 12.5%	2.1% (October 2023) Total 21.3%
2024	___%	(subject to CUPE negotiations)	
2025	___%	(subject to CUPE negotiations)	
2026	___%	(subject to CUPE negotiations)	

The Town is a service provider and the provision of municipal services is enhanced by employing and maintaining a well-trained, experienced and dedicated team. Employees are considered our most valuable asset and the retention of knowledgeable staff is considered a very high priority within our organization.

**The creation of new positions and/or salary grid changes must be approved by Council. A “Succession Planning Reserve Account” of \$300,000 was created in 2021 to assist with the ongoing Administration transitions within the organization over the coming years. Therefore, the Payroll contingency of \$50,000 has been eliminated for the 2024-2026. Historically an administrative contingency allocation was considered appropriate as the organization was experiencing some internal restructuring due to key retirements, as well ensuring some funds for seasonal emergent (enhanced) services. Conservative FTE/PT/OT employee costs are now better reflected with department labor budgets across the entire organization.**

2017	\$50,000 (transferred to General Reserves)
2018	\$50,000 (transferred to General Reserves)
2019	\$50,000 (transferred to General Reserves)
2020	\$0.00
2021	\$0.00
2022	\$0.00
2023	\$0.00
<b>2024</b>	<b>\$0.00</b>
2025	\$0.00
2026	\$0.00

Salaries and benefits for employees are summarized below:

			Total Salary & Benefits Budget	General Salaries	41-42-43 Utilities Salaries	Utility % of Total Salaries & Benefits						
		2014 Payroll Budget	4,814,270	3,662,480	1,151,790	23.92%						
		2015 Payroll Budget	5,042,160	3,858,430	1,183,730	23.48%						
		2016 Payroll Budget	5,231,370	4,005,360	1,226,010	23.44%						
		2017 Payroll Budget	5,530,020	4,226,160	1,303,860	23.58%						
		2018 Payroll Budget	5,717,710	4,432,770	1,284,940	22.47%						
		2019 Payroll Budget	5,784,230	4,413,610	1,370,620	23.70%						
		2020 Payroll Budget	6,209,960	4,841,990	1,367,970	22.03%						
		2021 Payroll Budget	6,225,520	4,866,610	1,358,910	21.83%						
		2022 Payroll Budget	6,297,570	4,938,660	1,358,910	21.58%						
		2023 Payroll Budget	6,456,890	5,124,970	1,331,920	20.63%						
<b>2024 Changes</b>												
	Benefits	WCB Claims Experience	-1,659									
		Equitable Life - (Dental / Ext Health)	1,033									
		LAPP	-12,508									
	Administration	Manager of Accounting	-33,502									
		Part Year Director of Finance	-22,894									
		Part Year Planning Officer	-21,608									
	Fire	Fire (Administration and Fire Support)	-80,000									
	COLA	COLA 3% - \$91,233 / Merit (12 EE) - \$43,779) / Staff Apprec - \$23,600 / Benefit Volume Changes - (-\$15,814)	142,798									
		2024 Payroll Budget - 6,428,550	<b>6,428,550</b>	5,085,700	1,342,850	20.89%						
		2023 - 1.16%	-0.44%	-28,340								
		2025 Payroll Budget (est 2% - subject to CUPE Neg)	6,655,870	227,320	3.54%							
		2026 Payroll Budget (est 2% - subject to CUPE Neg)	6,757,190	101,320	1.52%							
<b>Total Municipal Expenses</b>												
		2016	2017	2018	2019	2020 (may)	2021	2022	2023	2024	2025	2026
Total GL Expense		\$16,184,230	\$16,801,224	\$17,318,754	\$17,677,384	\$17,691,128	\$18,107,218	\$18,431,718	\$19,304,694	\$19,811,255	\$20,082,910	\$20,340,481
Less ASFF & Senior & DIP		-\$2,501,331	-\$2,511,755	-\$2,572,301	-\$2,746,995	-\$2,676,754	-\$2,684,629	-\$2,766,475	-\$2,702,345	-\$2,756,392	-\$2,811,592	-\$2,867,750
Less LDR Transfer		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less MSI Operating		-\$54,446	-\$53,284	-\$52,513	-\$53,680	-\$52,856	-\$52,448	-\$52,448	-\$104,896	-\$104,896	-\$104,896	-\$104,896
<b>Total Municipal Expenses</b>		<b>\$13,628,453</b>	<b>\$14,236,185</b>	<b>\$14,693,940</b>	<b>\$14,876,709</b>	<b>\$14,961,518</b>	<b>\$15,370,141</b>	<b>\$15,612,795</b>	<b>\$16,497,453</b>	<b>\$16,949,967</b>	<b>\$17,166,422</b>	<b>\$17,367,835</b>
<b>Salaries and Benefits</b>												
Year	Salaries & Benefits	Change	Municipal Budget	%								
2016	\$5,231,370	\$189,210	\$13,628,453	38.39%								
2017	\$5,530,020	\$298,650	\$14,236,185	38.84%								
2018	\$5,717,710	\$187,690	\$14,693,940	38.91%								
2019	\$5,784,230	\$66,520	\$14,876,709	38.88%								
2020	\$6,209,960	\$425,730	\$14,961,518	41.51%								
2021	\$6,225,520	\$15,560	\$15,370,141	40.50%								
2022	\$6,297,570	\$72,050	\$15,612,795	40.34%								
2023	\$6,456,890	\$159,320	\$16,497,453	39.14%								
2024	\$6,428,550	-\$28,340	\$16,949,967	37.93%								
2025	\$6,655,870	\$198,980	\$17,166,422	38.77%								
2026	\$6,757,190	\$328,640	\$17,367,835	38.91%								

## Cost of Electricity and Natural Gas

The Town will consume approximately **5154 mWh** (5,154,000 kWh) of electricity in 2024 (**2023 - 4999 mWh**) at the **increased** contracted rate with CAPITAL POWER of \$52.85 per mWh (3 years: 2024-2026). The difference in mWh is the overall estimated usage at the SRC. A summary of the Electrical Rate paid by the Town of Stettler is as follows:

- 2013 - 2018 - \$58.29 mWh – ENMAX / 2019 - 2020 - \$53.10 mWh - ENMAX
- 2021 - 2023 - \$43.92 mWh – CAPITAL POWER
- **2024 – 2026 - \$52.85 mWh – CAPITAL POWER**

The Town's energy contractor Energy Associates International (EAI) was integral in procuring our future retail electricity requirements in 2013 - 2026. They're fees are \$3 per mWh (approximately \$14,400 annually which is included in the commodity cost).

Combining both commodity retail fees (CAPITAL POWER & EAI **\$305,631 - 29%**) with wire service provider charges (ATCO **\$757,376 - 71%**), the 2024 Interim Operating Budget includes **\$1,063,007** (**2023 - \$953,073 - increase of \$109,934 / 11.53%**) for electricity. In 2024 the wire services provider charges of \$757,376 includes the following: distribution costs - \$638,229 / local access fee \$73,869, and rate rider cost \$45,278. Approximately **74%** (or **\$783,129**) of the Town's entire cost of electricity is attributed to the following three types of consumption: WTP 19.37% (**\$205,869**), the SRC 25.72% (**\$273,405**), and Street Lights 28.58% (**\$303,855**).

In addition, the Town will consume approximately **25,130 GJ** of natural gas in 2024 (**27,164 in 2023 - update estimated SRC usage**) at the contracted rate with ACCESS Gas of \$5.46/GJ + UFG (Unaccounted for Gas lost through the distribution system) + applicable administration fees per GJ (4-year 2023 – 2026 - Hybrid Purchase (75% equivalent of weather normalized volumes) plus the EAI fee of \$0.30 per GJ. A summary of the Natural Gas Rate paid by the Town of Stettler is as follows:

- 2013 - 2018 - \$3.75/GJ – Access Gas
- 2018 – 2022 - \$2.67/GJ – Access Gas
- **2023 - 2026 - \$5.46/GJ – Access Gas**

The 2024 Interim Operating Budget includes **\$347,144** (**2023 - \$342,716 increase of \$4,428 / 1.29%**) for natural gas. The Provincial Carbon Tax has been repealed effective June 1, 2019; however, the Town of Stettler will be subject to the Federal Carbon Tax as follows:

- Carbon tax levy (\$/GJ) – Jan 2020 - \$1.05 / April 2020 - \$1.58 / April 2021 - \$2.10 / April 2022 - \$2.63 / April 2023 - \$3.29 / **April 24 - \$4.05** / April 2026 - \$5.57 / April 2027 - \$6.33 / April 2028 - \$7.08 / April 2029 - \$7.84 / April 2030 - \$8.60

The 2024 Interim Budget foresees an increase of the Federal Carbon Tax in Alberta to \$4.05/GJ in April 2024 till April 1, 2026. The Federal Carbon Tax currently makes up approximately **27%** (**\$93,457**), Commodity charges **42%** (**\$144,216**), transportation/rate rider **25%** (**\$87,917**) and Local Access Fee **6%** (**\$21,554**) of the Total \$347,144

**Given global financial uncertainty, as well as confidence in the budget estimates, Administration has eliminated the \$30,000 utility contingency in the 2024 – 2026 Interim Operating Budget.**

Of note, the Town has included "Affiliated Sites" in both of our long-term utility supply contracts with CAPITAL POWER & ACCESS GAS. These external community organizations benefit by realizing the same rates as the Town, while being responsible for their own bills. These sites include:

- Stettler Regional Board of Trade and Community Development
- Stettler Curling Club
- Stettler Community Support Centre (FCSS)

- Royal Canadian Legion
- Stettler Regional Childcare Centre
- Superfluity
- Summer Village of White Sands
- Stettler Museum (added 2016)
- Stettler Golf Course (added 2019-2020)
- Heartland Youth Centre (2024)

### Franchise Agreements

The AltaGas Franchise Agreement was also renegotiated in 2015. This reflects a change in the franchise fee from 18% to 30%, (cap 35%) **2024 – \$1,218,960** (2023 - \$1,216,030 - \$2,930 increase). The difference is based on an increase in Delivery Revenues, not retail revenues.

The ATCO Electric Franchise Agreement was also renegotiated in 2017. This reflects a change in the franchise fee from 6.1% to 11.1%. (cap 20%) **2024 – \$820,322** (2023 - \$764,000 = \$56,322 increase due to higher estimated distribution revenue from ATCO). Franchise Fees are calculated upon the estimated distribution component of customer bills and not upon the retail (consumption) component.

### What is a “franchise agreement”?

Pursuant to section 45(1) of the Municipal Government Act (the “MGA”), council may grant the right to a person to provide a utility service in all or part of the municipality, for not more than 20 years. Such an agreement is generally referred to as a “franchise agreement”.

### What specific requirements in the MGA apply to franchise agreements?

Section 45(3) of the MGA states that before a franchise agreement is entered into, amended or renewed, it must be advertised and approved by the Alberta Utilities Commission (the “Commission”). Most applications for approval of a franchise agreement for the distribution of electricity and natural gas are based on a standard template agreement, negotiated between municipalities and utilities, and approved by the Commission.

As per section 47 of the MGA, a franchise agreement that is not renewed remains in effect until terminated by either party, which requires six months’ notice and approval of the Commission. If notice of termination is provided, the municipality has the right to purchase the rights, systems and works of the public utility, with any disagreement as to the terms of the purchase being resolved by the Commission.

### What is a “franchise fee”?

A franchise fee is a fee charged by the municipality in exchange for the granting of the right to provide the utility service in the municipality and for the ability to place distribution facilities on municipally owned lands. The municipality is largely responsible for establishing the level of the franchise fee through the franchise agreement; however, the Commission must ultimately approve the franchise agreement and the franchise fee established.

### How are franchise fees calculated, charged and remitted?

For electrical and natural gas distribution companies, franchise fees are typically calculated as a percentage of the total distribution charges on a customer’s bill. They are currently capped at 20% for electricity, and 35% for natural gas. For stability, franchise fees are typically not tied to the price of the commodity (electricity or natural gas).

The distribution company collects the franchise fee from its customers, through a line item on the customer’s bill typically labelled the “Municipal Franchise Fee” or “Local Access Fee”. The

distribution company then remits the franchise fee to the municipality in accordance with the terms of the franchise agreement.

### Debenture Debt

Debenture Debt outstanding at the start of 2024 will be approximately \$3.5 million. Included in this debt are borrowings for local improvement purposes of which \$1.164 million is being repaid through frontage levies on abutting properties. Therefore, these local improvement borrowings will be paid 100% by benefiting property owners and have no operating budget impacts.

In accordance with the Town's 2022 Audited Financial Statements the Town's maximum debt limit per provincial legislation is approximately \$24.8 million. The 2024 Interim Operating Budget includes annual debt servicing costs as follows:

	Utilities	General	Total
Principle	\$276,800.00	\$206,190.00	\$482,990.00
Interest	\$82,690.00	\$47,150.00	\$129,840.00
<b>Total</b>	<b>\$359,490.00</b>	<b>\$253,340.00</b>	<b>\$612,830.00</b>

Beginning Year	Total Debentures
2016	\$6,969,966.00
2017 *LI*	\$6,979,181.00
2018	\$6,502,626.00
2019	\$6,004,089.82
2020	\$5,482,521.43
2021	\$5,004,358.85
2022	\$4,504,844.98
2023	\$4,016,316.98
<b>2024</b>	<b>\$3,513,690.79</b>
2025	
2026	

#	Dep	Description	Bylaw	Int Rate	Begin	End	Years	Beginning Balance - 2023/12/31	Principle	Interest	Total Principle + Interest	Ending Balance - 2024/12/31
89	41	2004 WTP	1871-03	4.923	2005	2024	20	\$2,858.37	\$2,858.37	\$106.11	\$2,964.48	\$0.00
90	42	2004 East Industrial Sewer (LI)	1889-04	4.923	2005	2024	20	\$36,957.69	\$36,957.69	\$1,369.89	\$38,327.58	\$0.00
93	73	2006 Leisure Centre	1927-06	4.699	2007	2026	20	\$284,847.10	\$90,574.65	\$12,333.29	\$102,907.94	\$194,272.45
94	32	2006 Paving (LI)	1940-06	4.365	2007	2026	20	\$63,023.71	\$20,107.57	\$2,533.93	\$22,641.50	\$42,916.14
95	12	2010 Town Office	1926-06	4.252	2010	2030	20	\$416,197.33	\$56,861.12	\$17,098.64	\$73,959.76	\$359,336.21
96	41	2011 WTP	1970-08	4.269	2011	2031	20	\$1,166,349.76	\$135,009.40	\$48,365.80	\$183,375.20	\$1,031,340.36
97	42	2011 Lagoon	1998-10	4.269	2011	2031	20	\$328,409.22	\$38,014.64	\$13,618.36	\$51,633.00	\$290,394.58
98	42	2011 Lagoon Storage Cells	1999-10	4.269	2011	2031	20	\$273,807.00	\$31,694.20	\$11,354.14	\$43,048.34	\$242,112.80
99	32	2011 Sidewalk - 51st - (LI)	2016-11	3.145	2011	2031	20	\$10,542.53	\$1,178.47	\$322.37	\$1,500.84	\$9,364.06
101	41/42	2013 Water/Sewer - 44ave (LI)	2035-12	3.033	2013	2033	20	\$175,797.24	\$16,227.97	\$5,209.81	\$21,437.78	\$159,569.27
102	41/42	2013 Water/Sewer - 50st (LI)	2036-12	3.033	2013	2033	20	\$104,752.10	\$9,669.75	\$3,104.37	\$12,774.12	\$95,082.35
103	32	2016 Paving 50ave (LI)	2071-15	2.831	2016	2035	20	\$239,129.61	\$16,992.66	\$6,650.34	\$23,643.00	\$222,136.95
104	41/42	2016 Water/Sewer - 52ave (LI)	2072-15	2.831	2016	2035	20	\$89,512.31	\$6,360.79	\$2,489.39	\$8,850.18	\$83,151.52
105	32	2017 Paving Wilfort SD - (LI)	2078-16	3.058	2017	2036	20	\$321,506.82	\$20,481.84	\$9,676.28	\$30,158.12	\$301,024.98
			Total - Debenture List					\$3,513,690.79	\$482,989.12	\$134,232.72	\$617,221.84	\$3,030,701.67
			Total Rounding + Interest Timing - from AMFC						\$1.00	-\$4,393.00	-\$4,392.00	
			Total - 2024 Debenture Budget - From AMFC						<b>\$482,990</b>	<b>\$129,840</b>	<b>\$612,830</b>	

## County of Stettler Revenue Contributions included in the Interim Operating Budget

	2019	2020 (Pre Covid - Interim Budget - Dec 2019)	2020 (Post Covid - Tax Budget - May 2020)	2021	2022	2023	2024	2025	2026
<b>County of Stettler Contributions</b>									
Fire Department (Joint Expenses - 50%)	\$176,998	\$191,774	\$185,924	\$232,779	\$239,913	\$249,620	\$105,512	\$104,122	\$104,839
Regional Fire Chief / Deputy - 2024 - 100% Town of Stettler	\$148,580	\$151,865	\$151,865	\$151,680	\$150,155	\$199,770	\$0	\$0	\$0
RCMP - Community Resource Officer (25%)	\$28,690	\$0	\$0	\$0	\$44,156	\$64,871	\$70,216	\$72,796	\$74,350
Airport Operations	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
Recreation Cost Sharing (originally \$513,300 - 2015)	\$470,980	\$431,500	\$431,500	\$431,500	\$439,600	\$452,400	\$480,432	\$489,950	\$499,478
Stettler Board of Trade (funding on project by project basis)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total County of Stettler Contributions</b>	<b>\$829,748</b>	<b>\$779,639</b>	<b>\$773,789</b>	<b>\$820,459</b>	<b>\$878,324</b>	<b>\$971,161</b>	<b>\$660,660</b>	<b>\$671,368</b>	<b>\$683,167</b>

### County of Stettler Equitable Recreation Cost Sharing Contribution:

The 2024 Interim Operating Budget includes \$480,342 (2023 - \$452,400 - \$27,942) in recreation support from the County of Stettler. The Administrative assumptions incorporated are as follows:

PLS Revenue: \$480,342

PLS Expenditures:

Transfer to SRC Capital Reserve -Town \$173,600 (represents 65% of \$4M deemed debt)

Transfer to SRC Capital Reserve -County \$93,300 (represents 35% of \$4M deemed debt)  
**\$266,900**

Remains as net operational support \$95,042 (to support property tax mitigation)

Remains as new net operational support \$118,400 (enhances available for Capital Budget)  
**\$213,442**

The availability of these new funds is welcome and certainly helps to soften the budgetary impacts of the proposed 3% property tax increase.

	Assessment	Agreement %	% (\$ Amount)	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2015	1,619,422,100	0.03170%	\$513,356.81	\$513,300.00	\$513,451.54	0	0	0.00%	\$266,900	\$118,400	\$128,000
2016	1,564,948,030	0.03170%	\$496,088.53	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	\$266,900	\$118,400	\$110,700
2017	1,486,850,730	0.03170%	\$471,331.68	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	\$266,900	\$118,400	\$86,200
2018	1,497,109,550	0.03170%	\$474,583.73	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	\$266,900	\$118,400	\$88,700
2019	1,487,837,630	0.03170%	\$471,644.53	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	\$266,900	\$118,400	\$86,300
2020	1,361,294,500	0.03170%	\$431,530.36	\$431,500.00	\$430,433.44	-126,543,130	-40,100	-8.50%	\$266,900	\$118,400	\$46,200
2021	1,373,106,660	0.03170%	\$435,274.81	\$431,500.00	\$434,292.69	11,812,160	0	0.00%	\$266,900	\$118,400	\$46,200
2022	1,413,266,990	0.03170%	\$448,005.64	\$439,600.00	\$447,026.00	40,160,330	8,100	1.88%	\$266,900	\$118,400	\$54,300
2023	1,485,563,760	0.03170%	\$470,923.71	\$452,400.00		72,296,770	12,800	2.91%	\$266,900	\$118,400	\$67,100
2024	1,515,275,035	0.03170%	\$480,342.19	\$480,342.00		29,711,275	27,942	6.18%	\$266,900	\$118,400	\$95,042
2025	1,545,580,536	0.03170%	\$489,949.03	\$489,950.00		30,305,501	9,608	2.00%	\$266,900	\$118,400	\$104,650
2026	1,576,492,147	0.03170%	\$499,748.01	\$499,748.00		30,911,611	9,798	2.00%	\$266,900	\$118,400	\$114,448

### Family and Community Support Services (FCSS)

The Town will continue to fund the maximum 20% share \$41,055 (2023 \$39,287 - \$1,768) to access the maximum 80% available funding from the Provincial Government \$164,220 (2023 \$157,148 - \$7,072). Total FCSS contribution including provincial funding is \$205,275 in 2024. (2023 \$196,435 (\$8,840 increase))



### Miscellaneous 2024 Budget impacts

- Fire Agreements with Villages (50% Town share) will generate \$32,050 (Summer Villages of Rochon Sands and White Sands – Not Incl Big Valley and Donaldda)
- AE Kennedy rental income to increase by \$6,445 to \$212,679 (2023 - \$206,234)
  - Current agreement expires 2023
- Ambulance Station rental income will generate \$20,100.
- Library rental income \$42,000.
- Physician recruitment included at \$1,500 per year. (Decrease of \$21,000 from 2019)
- Minor Sport Associations within Town facilities continues to be subsidized at 50%.
- Seniors Centre (HUB) - \$21,750 income (includes \$6,000 casino funding)/ \$13,430 expense

### Property Assessment and Taxation

#### Property Assessment Growth Estimates due to New Construction

Growth in our assessment base, due to new construction, is expected to generate additional municipal revenues as follows:

• 2016	\$8.8 million	\$67,315	
• 2017	\$3 million	\$23,223	
• 2018	\$2.7 million	\$18,763	
• 2019	\$3.2 million	\$25,980	
• 2020	\$3.4 million	\$28,290	
• 2021	\$3.9 million	\$29,865	
• 2022	\$3 million	\$23,532	
• 2023	\$3.5 million	\$27,375	(Res - \$2,000,000 - \$13,672) / (Non-res - \$1,500,000 - \$13,703)
• <b>2024</b>	<b>\$3.8 million</b>	<b>\$30,990</b>	(Res - \$2,000,000 - \$13,935) / (Non-res - \$1,800,000 - \$17,055)
• 2025	\$6.0 million	\$46,305	(Res - \$4,500,000 - \$31,950) / (non-res - \$1,500,000 - \$14,355)
• 2026	\$7.0 million	\$52,570	(Res - \$6,000,000 - \$42,900) / (non-res - \$1,000,000 - \$9,670)

This new revenue from property taxation growth is welcome and vital to fund the budget challenges associated with sustainability and the ongoing challenges of the Alberta economy.

### Municipal Property Taxation

Municipal governments have few tools available to finance budgetary pressures. Property taxes are the primary and most substantial revenue source available. The three-year Operating Budget proposes the following municipal property tax increases to offset rising costs, yet remaining mindful of today's economic challenges.

	<u>Res/N-Res</u>	<u>New Tax \$ Generated</u>	<u>Each 1% equals</u>
2026	3% & 3%	\$202,916	\$66,639
2025	3% & 3%	\$195,658	\$65,219
<b>2024</b>	<b>3% &amp; 3%</b>	<b>\$189,056</b>	<b>\$63,019</b>
2023	4% & 4%	\$240,362	\$60,090
2022	0% & 0%	\$0	\$59,935
2021	0% & 0%	\$0	\$59,505
2020	0% & -1%	-\$22,496	\$59,347 (COVID19)
2019	2% & 2%	\$112,730	\$56,365
2018	2% & 2%	\$110,003	\$55,003
2017	2% & 2%	\$107,484	\$53,742
2016	2% & 2%	\$105,380	\$51,978
2015	3% & 3%	\$149,247	\$49,750

2014	3% & 4%	\$143,440	\$47,110
2013	3% & 3%	\$129,403	\$45,740
2012	3% & 3%	\$122,980	\$40,993
2011	3% & 3%	\$118,170	\$39,390
2010	1% & 2%	\$50,500	\$38,360
2009	.45% & 2.9%	\$45,660	\$37,167
2008	5.41% & 8.45%	\$213,585	
2007	5% & 10%	\$194,062	
2006	8%	\$215,750	

**Historical** "Municipal" new property tax revenue generation, including the approved tax increase and new growth:

2023	\$6,301,871	+\$291,183	4.84% (4% residential / 4% non-residential)
2022	\$6,010,688	+\$43,255	0.72% (0% residential / 0% non-residential)
2021	\$5,967,433	+\$16,926	0.28% (0% residential / 0% non-residential)
2020	\$5,950,507	+\$16,949	0.29% (0% residential / -1% non-residential)
2019	\$5,933,558	+\$151,304	2.6%
2018	\$5,782,254	+\$137,033	2.4%
2017	\$5,645,221	+\$126,857	2.3%
2016	\$5,518,364	+\$181,244	3.4%
2015	\$5,337,120	+\$224,547	4.4%
2014	\$5,112,573	+\$270,245	5.6%
2013	\$4,842,328	+\$403,747	9.1%
2012	\$4,438,581	+\$224,337	5.3%
2011	\$4,099,128	+\$159,729	3.9%
	\$115,116	+\$115,116	- Annexed Properties
2010	\$3,939,399	+\$105,589	2.7%
2009	\$3,833,810	+\$117,858	3%
2008	\$3,715,952	+\$362,792	11%
2007	\$3,353,160	+\$352,551	12%
2006	\$3,000,609	+\$308,537	11%
2005	\$2,692,072	+\$177,009	7%
2004	\$2,515,063	+\$97,883	4%
2003	\$2,417,181	+\$101,837	4%

## Municipal Utility Services

### Water Services:

A summary of the projected water rates included in the 2024 - 2026 Interim Operating Budget is as follows:

Year	Rate	Difference	Flate Rate / Month	Botha / m3	Hwy12-21 / m3	SMRWSC / m3	True-up / Estimate
2005	\$0.9000		\$10.00	\$0.9000	\$0.0000	\$0.0000	
2006	\$0.9900	\$0.09	\$10.00	\$0.9900	\$0.8365	\$0.0000	True-up
2007	\$1.0808	\$0.09	\$10.00	\$1.0808	\$1.0955	\$0.0000	True-up
2008	\$1.1717	\$0.09	\$10.00	\$1.1717	\$1.0862	\$0.0000	True-up
2009	\$1.7000	\$0.53	\$10.00	\$1.5500	\$1.0500	\$1.0200	True-up
2010	\$1.7700	\$0.07	\$10.00	\$2.0000	\$1.1800	\$1.2400	True-up
2011	\$2.0100	\$0.24	\$10.00	\$2.0500	\$1.2590	\$1.2880	True-up
2012	\$2.2900	\$0.28	\$10.00	\$2.0670	\$1.3840	\$1.4130	True-up
2013	\$2.5200	\$0.23	\$10.00	\$2.1000	\$1.3200	\$1.3500	True-up
2014	\$2.5900	\$0.07	\$10.00	\$2.1334	\$1.3228	\$1.3673	True-up
2015	\$2.7200	\$0.13	\$10.00	\$2.2272	\$1.3144	\$1.3543	True-up
2016	\$2.7300	\$0.01	\$10.00	\$2.2378	\$1.3429	\$1.3816	True-up
2017	\$2.7800	\$0.05	\$10.00	\$2.2320	\$1.3215	\$1.3617	True-up
2018	\$2.7900	\$0.01	\$10.00	\$0.0000	\$1.3900	\$1.4214	True-up
2019	\$2.8000	\$0.01	\$10.00	\$0.0000	\$1.3356	\$1.3681	True-up
2020	\$2.8200	\$0.02	\$10.00	\$0.0000	\$1.3964	\$1.4424	True-up
2021	\$2.8200	\$0.00	\$10.00	\$0.0000	\$1.3732	\$1.4169	True-up
2022	\$2.8200	\$0.00	\$10.00	\$0.0000	\$1.4261	\$1.4363	True-up
2023	\$2.8977	\$0.0777	\$10.00	\$0.0000	\$1.4959	\$1.5526	Budget
2024	\$3.0454	\$0.1477	\$10.00	\$0.0000	\$1.5298	\$1.6001	Budget
2025	\$3.0459	\$0.0005	\$10.00	\$0.0000	\$1.5569	\$1.6275	Budget
2026	\$3.0487	\$0.0028	\$10.00	\$0.0000	\$1.5728	\$1.6435	Budget

For a typical Stettler residential customer using 17 m<sup>3</sup> per month, water costs are projected to change by the following amounts:

2014	+ \$1.19 per month or \$14.28 per year
2015	+ \$2.21 per month or \$26.52 per year
2016	+ \$0.17 per month or \$2.04 per year
2017	+ \$0.85 per month or \$10.20 per year
2018	+ \$0.17 per month or \$2.04 per year
2019	+ \$0.17 per month or \$2.04 per year
2020	+ \$0.34 per month or \$4.08 per year
2021	+ \$0.00 per month or \$0.00 per year
2022	+ \$0.00 per month or \$0.00 per year (\$2.82 per cubic meter)
2023	+ \$1.32 per month or \$15.84 per year (\$2.8977 per cubic meter)
2024	+ \$2.51 per month or \$30.13 per year (\$3.0454 per cubic meter)
2025	- \$2.52 per month or \$30.23 per year (\$3.0459 per cubic meter)
2026	- \$2.57 per month or \$30.80 per year (\$3.0487 per cubic meter)

The water rates model originally prepared by Campbell Ryder and Associates has been updated for 2024 estimates as included in this Budget. Administration has updated the Water Model to 2032.

The model allocates budgeted cash expenditures among all internal and external consumer groupings using various sharing mechanisms. The model does not allow for debenture debt repayments (both principal & interest) or capital expenditures however does allow for net depreciation of capital and for a rate of return on net capitalized assets at **8.300%**, actual debt at ACFA borrowing rate – 3.39% (20 year), and deemed debt at a hybrid rate of 4.500%.

The following is a summary of the gross expenditures being forecast in the rate model:

Total Operational Budget Summary	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Expenditures (per Town Budget)	\$2,743,105	\$2,794,070	\$2,829,677	\$2,816,041	\$3,033,843	\$3,095,880	\$3,092,209	\$3,094,431	\$3,234,380	\$3,334,666	\$3,355,228	\$3,376,602
minus - Non Cash Items (Debt, ROE)	-\$511,030	-\$501,780	-\$491,580	-\$488,400	-\$476,520	-\$471,440	-\$461,360	-\$446,170	-\$438,080	-\$404,020	-\$391,980	-\$374,870
<b>Total Cash Operating Expenditures</b>	<b>\$2,232,075</b>	<b>\$2,292,290</b>	<b>\$2,338,097</b>	<b>\$2,327,641</b>	<b>\$2,557,323</b>	<b>\$2,624,440</b>	<b>\$2,630,849</b>	<b>\$2,648,261</b>	<b>\$2,796,300</b>	<b>\$2,930,646</b>	<b>\$2,963,248</b>	<b>\$3,001,732</b>
Net Depreciation	\$300,791	\$288,038	\$300,215	\$297,241	\$299,040	\$298,358	\$300,468	\$293,011	\$293,680	\$289,737	\$294,737	\$294,737
Return on Assets	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$202,000	\$192,000	\$183,000	\$183,000
Return on Debt	\$215,661	\$202,117	\$193,460	\$186,518	\$178,773	\$170,608	\$166,875	\$162,426	\$157,059	\$149,993	\$142,881	\$142,881
<b>Total Gross Cost Allocated in Water Model</b>	<b>\$3,019,527</b>	<b>\$3,042,445</b>	<b>\$3,081,772</b>	<b>\$3,051,400</b>	<b>\$3,270,136</b>	<b>\$3,323,406</b>	<b>\$3,318,192</b>	<b>\$3,313,698</b>	<b>\$3,449,039</b>	<b>\$3,562,376</b>	<b>\$3,583,866</b>	<b>\$3,622,350</b>

The consumption estimates projected in the water model and used to calculate customer rates are as follows:

	<b>Actual m<sup>3</sup> Dec 31, 2022</b>	<b>m<sup>3</sup> 2024</b>	<b>m<sup>3</sup> 2025</b>	<b>m<sup>3</sup> 2026</b>
In-Town Customers (Ave 2507)	652,571 <b>45.0%</b>	700,000 <b>48.0%</b>	700,000 <b>48.0%</b>	700,000 <b>48.0%</b>
Highway 12/21 Customers	250,797	250,000	250,000	250,000
SMRWSC Customers	<u>537,476</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Total Out-of-Town Customers	788,273 <b>55.0%</b>	750,000 <b>52.0%</b>	750,000 <b>52.0%</b>	750,000 <b>52.0%</b>

With the dissolution of Botha, becoming part of the County of Stettler on September 1, 2017, the consumption for Botha in the water model has been included in the consumption for SWRWSC for 2018 onwards. For simplicity purposes the model does not assume any new growth either in Town or from external customers.

The additions of New Norway, Duhamel, Mirror and Bashaw have also been included in the consumption amounts for Hwy 12/21 Regional Water Commission.

Our water treatment plant is currently producing at around 1/2 capacity which is considered an uneconomic production level. The good news is that production costs are not directly proportional to higher volumes, therefore higher consumption (in the longer term) should eventually result in more attractive rates. Staffing is a significant cost component that would only marginally increase with substantially higher consumption levels.

Members of Council should be reminded that the rates determined for out-of-town agencies represent their wholesale cost of purchasing water from the Town. Each must individually add their own distribution, maintenance and administration component costs before determining their price to their ultimate customer.

Utilizing a proven "Water Model" is an approved mechanism for calculating water rates to customers outside your boundaries and is defensible to the Alberta Energy & Utilities Board.

**Water Conclusion:**

The 2024 - 2026 Interim Operating Budget generates within the Municipal Water Utility the following annual “Cash” contributions towards water capital and other general municipal operations:

	\$2.72 m <sup>3</sup>	\$2.73 m <sup>3</sup>	\$2.78 m <sup>3</sup>	\$2.79 m <sup>3</sup>	\$2.80 m <sup>3</sup>	\$2.82 m <sup>3</sup>	\$2.82 m <sup>3</sup>	\$2.82 m <sup>3</sup>	\$2.8977 m <sup>3</sup>	\$3.0454 m <sup>3</sup>	\$3.0459 m <sup>3</sup>	\$3.0487 m <sup>3</sup>
Annual Contributions	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Administration Services Recovery	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Debt Service Payments	\$234,030	\$235,780	\$235,580	\$242,400	\$235,520	\$235,440	\$235,360	\$230,170	\$230,080	\$206,020	\$202,980	\$195,870
Water Meter Replacement Capital	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$75,000	\$75,000	\$75,000	\$80,000	\$80,000	\$80,000	\$80,000
Return on Investment to General (In lieu of Franchise Fee 8.30% of 40% Equity)	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$202,000	\$192,000	\$183,000	\$173,000
Available for Water Capital (In lieu of depreciation)	\$255,725	\$208,632	\$202,716	\$176,314	\$94,969	-\$63,562	\$69,333	\$54,007	\$38,916	\$58,756	\$58,964	\$51,218

**Option: Any change to In-Town consumption rates will further increase or decrease the amount available for water capital purpose: For example, each \$0.01 per m<sup>3</sup> rate increase/decrease results in an annual water revenue budget projection change of \$5,902 based on 590,000 m<sup>3</sup> (plus commercial sewer revenue by an additional \$1,233).**

Of note, the \$10 per month flat fee currently recovers 38% (\$301,560 / \$803,014) of the combined Water Billing (\$101,000) and Water Transmission (\$702,014) expenses in the 2024 Operational Budget totaling \$803,014. The remaining 62% of these costs are recovered through In-Town volume consumption rates.

The logic behind incorporating a monthly fixed rate fee is to share equitably amongst all customers those component costs that are considered predominantly fixed and not variable. Our current benchmark is to recover 40% to 50% of the billing and transmission component costs through the equal fixed fee. For comparison purposes, if our benchmark was increased to 100%, this would no longer be considered equitable as the residential class (with the most customers) would then be charged for 85% of these costs. Conversely if our benchmark was set to zero our variable water rate would increase to \$3.5105 and this would not be equitable to larger consuming commercial customers.

However, Council should be mindful that any change to the fixed component will generally affect the smallest consumers the most. For illustrative purposes a \$1 per month fixed increase generates \$30,156 in additional revenue, this is equivalent to a \$0.2375 m<sup>3</sup> volume rate increase on a small household consuming 5 m<sup>3</sup> per month, versus only a \$0.0594 m<sup>3</sup> increase to an average household using 20 m<sup>3</sup> per month.

- \$0.2375 x 5 m<sup>3</sup> x 12 months = \$14.25
- \$0.0594 x 20m<sup>3</sup> x 12 months = \$14.25

**Option: A \$1.00 per month change in the fixed component rate will generate \$30,156 in additional revenue. At \$11 per month the Town would then recover an estimated 41.3% (\$331,716 / \$803,014) of the Billing and transmission costs.**

**Sanitary Sewer Services:**

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$21.50	\$0.50
2017	\$22.00	\$0.50
2018	\$22.25	\$0.25
2019	\$22.50	\$0.25
2020	\$22.75	\$0.25
2021	\$22.75	\$0.00
2022	\$22.75	\$0.00
2023	\$23.00	\$0.25
<b>2024</b>	<b>\$23.25</b>	<b>\$0.25</b>
2025	\$23.50	\$0.25
2026	\$23.75	\$0.25

Historically residential flat monthly sewer rates were as follows. Commercial sewer rates are calculated at 40% (Industry Standard - On average 40% of home water use is from the toilet, Canadian Mortgage and Housing) of the monthly water consumption charge or **\$23.25 (2024 proposed rate)** per month, whichever is the greater. Therefore, as water rates increase, commercial properties using more than approximately 19.09 m<sup>3</sup> of water per month will pay more for sewage disposal as well.

The 2024 – 2026 Interim Operating Budget proposes three (3) consecutive year \$0.25/month increases in the flat rate for residential customers. Each \$0.05 increase from the **2024 proposed rate of \$23.25** would generate an additional \$1,508 from residential customers while the \$0.01 per m<sup>3</sup>

proposed water rate increase will generate an additional \$1,233 in sewer revenues from commercial properties.

The following is a summary the 2024 sewer revenue forecast by class of customer:

	#		2023 Water Consumption		2024 Sewer Revenue	
Commercial Properties	387	15.3%	275,000 m <sup>3</sup>	46.6%	\$353,266	36.3%
Residential Properties:	<u>2145</u>	84.7%	<u>315,000 m<sup>3</sup></u>	53.4%	<u>\$598,455</u>	63.7%
	2532		590,000 m <sup>3</sup>		\$951,721	<b>(\$927,049 2023)</b>

A summary of net revenue generated (for capital) within the 2024 – 2026 Interim Operating Budget from municipal sewer utility services is as follows:

	@\$21.00	@\$21.50	@\$22.00	@\$22.25	@\$22.50	@\$22.75	@\$22.75	@\$22.75	@\$22.75	@\$23.00	@\$23.25	@\$23.50	@\$23.75
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
Total Available for Capital Funding	\$260,370	\$262,889	\$224,218	\$193,937	\$226,583	\$263,356	\$243,836	\$229,281	\$263,759	<b>\$222,122</b>	\$267,946	\$267,829	

**As a result, the 2024 Interim Operating Budget proposes a \$0.25 increase in the monthly residential sewer rate to \$23.25 per month.**

**Option: each \$0.05 residential rate change from the proposed 2024 rate of \$23.25 per month flat residential sewer charge will impact the budget by \$1,508 per year.**

**Garbage Collection/Landfill Services and Recycling:**

**Garbage Collection (Weekly)**

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$22.50	\$1.50
2017	\$23.00	\$0.50
2018	\$23.25	\$0.25
2019	\$23.50	\$0.25
2020	\$23.75	\$0.25
2021	\$23.75	\$0.00
2022	\$23.75	\$0.00
2023	\$24.25	\$0.50
<b>2024</b>	<b>\$24.50</b>	<b>\$0.25</b>
2025	\$24.75	\$0.25
2026	\$25.00	\$0.25

Historically residential flat garbage collection fees were as follows. Each \$0.05 increase from the **2024 proposed rate of \$24.50** would generate an additional \$1,344 from residential customers.

The proposed \$0.25/month increase in 2024 will generate \$6,720 in new revenue. This will offset 10% of the total cost increase in 2024 of \$66,309 (\$6,720 / \$66,309).

**Stettler Waste Management Association (SWMA) Per Capita**

Year	Rate / Month	Increase / Month
2013	\$43.00	
2014	\$46.00	\$3.00
2015	\$52.00	\$6.00
2016	\$58.00	\$6.00
2017	\$61.00	\$3.00
2018	\$62.00	\$1.00
2019	\$65.00	\$3.00
2020	\$65.00	\$0.00
2021	\$65.00	\$0.00
2022	\$68.00	\$3.00
2023	\$71.00	\$3.00
<b>2024</b>	<b>\$74.00</b>	<b>\$3.00</b>
2025	\$77.00	\$3.00
2026	\$80.00	\$3.00

The 2024 Interim Operating Budget also anticipates an \$3.00 increase to the SWMA per Capital to \$74.00 (\$71.00 in 2023) **Increase +\$17,856**. (\$3.00 x 5952). Projected increases in 2025/2026 will erode available for capital.

The Town of Stettler is currently under a 5-year contract with C&S Disposal (sold to E360 in 2023) for Residential collection of garbage (weekly), composting (bin locations) and recycling (bi-weekly) services. The 2024 Budget includes a 2.9% - \$9,663 increase. The current contract stipulates a 2% increase in 2024, however current inflation rates (September 2023) are 2.9% and administration believes a 2.9% increase is more in line with current

economic conditions. An amendment should be made to the next contract to include % or cost of living (based on October Alberta All In) whichever is greater." The current agreement expires December 31,2023. Administration will be tendering the new contract in September 2024. The Extended Producer Responsibility (EPR) will come into effect in April 2025. This will factor into the new contract tendering process. Municipalities that enroll in the EPR Program will not be responsible for collection or the funding of collection of recycled materials within their boundaries. The Town of Stettler has enrolled in the EPR program (Council motion – November 21,2023)

Contracted Garbage Collection Costs & Recycling Collection				C&S Disposal - 5 year Contract - Jan 1, 2020 - Dec 31, 2024									
	Original Tender - Nov 2019	2020	2021	2022 - Contract (Budget)	2022 - Contract - to July 1, 2022	2022 - CPI - after July 1, 2022	2023 - CPI	2024 - Contract 2% / CPI 2.9% (Alberta - July)	2025 - CPI (no contract)	2026 - CPI (no contract)			
<b>Garbage Collection:</b>	addition of 13 Tower Rd			2% rate increase	2% rate increase	7.10%	4.00%	2.90%	2.00%	2.00%			
Rate per unit:	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.10	\$ 5.10	\$ 5.36	\$ 5.57	\$ 5.73	\$ 5.85	\$ 5.96			
# of Months:	12	12	12	12	6	6	12	12	12	12			
# of Units:	2185	2198	2228	2235	2235	2235	2240	2245	2245	2245			
Budget estimate:	\$ 131,100.00	\$ 131,880.00	\$ 133,680.00	\$ 136,782.00	\$ 68,391.00	\$ 71,810.55	\$ 149,700.10	\$ 154,385.24	\$ 157,472.95	\$ 160,622.40			
<b>Municipal Waste Bins - 14 Bins</b>	149.00 x 12 x 14bins												
Rate per bin/mo.	\$ 130.00	\$ 130.00	\$ 130.00	\$ 132.60	\$ 132.60	\$ 139.23	\$ 144.80	\$ 149.00	\$ 151.98	\$ 155.02			
# of Months:	12	12	12	12	6	6	12	12	12	12			
Budget estimate:	\$ 21,840.00	\$ 21,840.00	\$ 21,840.00	\$ 22,276.80	\$ 11,138.40	\$ 11,695.32	\$ 24,326.27	\$ 25,031.73	\$ 25,532.36	\$ 26,043.01			
<b>Municipal Recycling per week</b>	5.30 x 52												
Rate per bin/mo.	\$ 4.62	\$ 4.62	\$ 4.62	\$ 4.71	\$ 4.71	\$ 4.95	\$ 5.15	\$ 5.30	\$ 5.40	\$ 5.51			
# of Months:	12	12	12	12	6	6	12	12	12	12			
Budget estimate:	\$ 240.24	\$ 240.24	\$ 240.24	\$ 244.92	\$ 122.46	\$ 128.65	\$ 267.59	\$ 275.35	\$ 280.86	\$ 286.47			
<b>Total Contracted Garbage Collection:</b>	\$ 153,180.24	\$ 153,960.24	\$ 155,760.24	\$ 159,303.72	\$ 79,651.86	\$ 83,634.52	\$ 174,293.95	\$ 179,692.32	\$ 183,286.16	\$ 186,951.89			
	2020	2020	2021	2022	2022	2022	2023	2024	2025	2026			
<b>Composting Collection -</b>	13.75 x 64 x 23												
Unit price	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.24	\$ 12.24	\$ 12.85	\$ 13.37	\$ 13.75	\$ 14.03	\$ 14.31			
# of Pick-up Days / year: (Tuesdays & Thursdays - April 1 to November 11)	64	64	64	64	26	38	64	64	64	64			
# of bins:	23	23	23	23	23	23	23	23	23	23			
<b>Pro Rated Budget Estimate</b>	\$ 17,664.00	\$ 17,664.00	\$ 17,664.00	\$ 18,017.28	\$ 7,319.52	\$ 11,232.65	\$ 19,674.87	\$ 20,245.44	\$ 20,650.35	\$ 21,063.36			
	2020	2020	2021	2022	2022	2022	2023	2024	2025	2026			
<b>Recycling Collection:</b>	2205 x 2.12 x 52/2												
Unit Price	\$ 1.85	\$ 1.85	\$ 1.85	\$ 1.89	\$ 1.89	\$ 1.98	\$ 2.06	\$ 2.12	\$ 2.16	\$ 2.21			
# of Months:	12	12	12	12	6	6	12	12	12	12			
# of Units:	2160	2173	2188	2195	2195	2195	2200	2205	2205	2205			
Budget Estimate: (Bi-weekly)	\$ 103,896.00	\$ 104,521.30	\$ 105,242.80	\$ 107,862.30	\$ 53,931.15	\$ 56,537.82	\$ 117,866.55	\$ 121,560.33	\$ 123,991.53	\$ 126,471.36			
<b>Total Yearly Budget - pro-rated Composting</b>	\$ 274,740.24	\$ 276,145.54	\$ 278,667.04	\$ 285,183.30	\$ 140,902.53	\$ 151,404.99	\$ 311,835.37	\$ 321,498.08	\$ 327,928.05	\$ 334,486.61			
				\$ 6,516.26	\$ 7,124.22	\$ 292,307.52	\$ 19,527.85	\$ 9,662.72	\$ 6,429.96	\$ 6,558.56			

**The 2024 Interim Operating Budget proposes a \$0.25 increase to the monthly residential garbage rate to \$24.50 per month.**

A summary of net revenue generated in the 2024 – 2026 Interim Operating Budget from municipal garbage utility services as well as projected rate changes is as follows:

	@\$21.00	@\$22.50	@\$23.00	@\$23.25	@\$23.50	@\$23.75	@\$23.75	@\$23.75	@\$24.25	@\$24.50	@\$24.75	@\$25.00
Net Landfill and Garbage Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Available for Capital Funding	\$86,789	\$88,686	\$82,767	\$56,677	\$55,605	\$55,158	\$75,945	\$58,092	\$41,625	\$23,778	\$9,107	-\$5,510
# of Users	2,170	2,175	2,180	2,185	2,190	2,190	2,228	2,235	2,240	2,240	2,240	2,240



## Recycling (Bi-weekly)

Year	Rate / Month	Increase / Month
2013	\$6.00	
2014	\$6.00	\$0.00
2015	\$6.00	\$0.00
2016	\$6.00	\$0.00
2017	\$6.25	\$0.25
2018	\$6.25	\$0.00
2019	\$6.50	\$0.25
2020	\$6.50	\$0.00
2021	\$6.50	\$0.00
2022	\$6.50	\$0.00
2023	\$6.75	\$0.25
<b>2024</b>	<b>\$7.00</b>	<b>\$0.25</b>
2025	\$7.25	\$0.25
2025	\$7.50	\$0.25

Historically residential flat recycling collection fees were as follows. Each \$0.05 increase from the **2024 proposed rate of \$7.00** would generate an additional \$1,320 from residential customers.

The proposed \$0.25/month increase in 2024 will generate \$6,600 in new revenue. This will offset the total cost increase in 2024 of \$4,773. The amount available for capital will increase by \$1,827.

A summary of net revenue generated in the 2024 – 2026 Interim Operating Budget from municipal recycling / composting utility services as well as projected rate changes is as follows:

	@\$6.00	@\$6.00	@\$6.25	@\$6.25	@\$6.50	@\$6.50	@\$6.50	@\$6.50	@\$6.75	@\$7.00	@\$7.25	@\$7.25
Recycling /Composting Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Available for Capital Funding	\$26,399	\$19,210	\$20,280	\$18,510	\$19,665	\$46,636	\$35,927	\$33,501	\$28,918	\$30,745	\$34,248	\$37,816
# of Users	2,135	2,145	2,150	2,160	2,160	2,160	2,188	2,195	2,200	2,200	2,200	2,200

These net contributions to the overall amount available for capital are based upon maintaining the same levels of service for both programs:

- Curbside residential garbage collection on a weekly basis.
- Curbside residential recycling collection on a bi-weekly basis.

**Option: Each \$0.05 change in monthly residential garbage collection rates will impact the budget by +/- \$1,344 annually.**

**Option: Each \$0.05 change in monthly residential recycling collection rates will impact the budget by +/- \$1,320 annually.**

## 2024 – 2026 Operating Budget Conclusion Sample Property Summary

	2019	2020	2021	2022	2023	2024	2024	Diff
Assessment	\$265,140	\$265,140	\$265,140	\$265,140	\$265,140		\$265,140	
<b>3%</b> Tax (interim) 2024	\$1,837.63	\$1,856.01	\$1,856.01	\$1,856.01	\$1,930.25		\$1,988.16	\$57.91
Water Rate per Cubic Meter Based on 17 M3 per Month - (2017 - \$2.78 / 2018 - \$2.79 / 2019 - \$2.80 / 2020 - \$2.82 / 2021 - \$2.82 / 2022 - \$2.82 / 2023 - \$2.8977 / 2024 - \$3.0454)	\$571.20	\$575.28	\$575.28	\$575.28	\$591.13	\$3.0454 x 17m3 x 12	\$621.26	\$30.13
Water Fixed Rate - \$10.00 per Month	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$10 x 12	\$120.00	\$0.00
Sewer Fixed Rate per Month - (2017 = \$22.00 / 2018 = \$22.25 / 2019 = \$22.50 / 2020 = \$22.75 / 2021 - \$22.75 / 2022 - \$22.75 / 2023 - \$23.00 / 2024 - \$23.25)	\$270.00	\$273.00	\$273.00	\$273.00	\$276.00	\$23.25 x 12	\$279.00	\$3.00
Garbage Fixed Rate per Month - (2017 = \$23.00 / 2018 = \$23.25 / 2019 = \$23.50 / 2020 - \$23.75 / 2021 - \$23.75 / 2022 - \$23.75 / 2023 - \$24.25 / 2024 - \$24.50)	\$282.00	\$285.00	\$285.00	\$285.00	\$291.00	\$24.50 x 12	\$294.00	\$3.00
Recycling Fixed Rate - (2017 - \$6.25 / 2018 - \$6.25 / 2019 - \$6.50 / 2020 = \$6.50 / 2021 - 6.50 / 2022 - \$6.50 / 2023 - \$6.75 / 2024 - \$7.00)	\$78.00	\$78.00	\$78.00	\$78.00	\$81.00	\$7.00 x 12	\$84.00	\$3.00
<b>Total</b>	\$3,158.83	\$3,187.29	\$3,187.29	\$3,187.29	\$3,289.38		\$3,386.42	\$97.04
	\$90.44	\$28.46	\$0.00	\$0.00	\$102.09		\$97.04	2.95%
Overall Percentage Change	2.95%	0.90%	0.00%	0.00%	3.20%			

### Alternative 2024 Incremental Financial Impacts on the Budget and on the Average Residential Customer:

Incremental Financial Impact on Customer/ Property Owner:	Impact on Interim Budget
Proposed <b>Municipal Tax</b> increase of <b>3%</b>	+\$220,046
Each <b>1%</b> Municipal Tax Increase	+\$63,019
Proposed <b>Water Rate</b> increase of <b>\$0.1477m<sup>3</sup></b> (\$3.0454 - \$2.8977)	+\$87,901
Each \$0.01 <b>Water Rate</b> increase per month	+\$5,902
Generates automatic commercial <b>Sewer Revenue</b>	+\$1,233
Each \$1 fixed <b>Water Rate</b> increase per month = \$12/year	+\$30,156
Proposed <b>Sewer Rate</b> increase of <b>\$0.25</b> (\$23.25 - \$23.00)	+\$7,539
Each \$0.05 fixed <b>Sewer Rate</b> increase per month = \$0.60/year/res	+\$1,508
Proposed <b>Garbage Rate</b> increase of <b>\$0.25</b> (\$24.50 - \$24.25)	+\$6,720
Each \$0.05 fixed <b>Garbage Rate</b> increase per month = \$0.60 per year	+\$1,344
Proposed <b>Recycling Rate</b> increase of <b>\$0.25</b> (\$7.00 - \$6.75)	+\$6,600
Each \$0.05 fixed <b>Recycling Rate</b> increase per month = \$0.60 per year	+\$1,320

## 2024 Financial Requests

- Central Alberta Child Advocacy Centre - \$50,000  
  - ✓ \$10,000 / year for 5 years

## Not Included in 2024 Interim Budget (carry forward to 2024 Tax Budget in May)

- CUPE Negotiations
- Insurance adjustments
- SWMA Requisition adjustment (currently \$3.00 increase)

	2020 Post COVID - May 2020	2020 Pre COVID - Dec 2019	2021	2022	2023	2024	2025	2026
	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2105 Res / 370 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2105 Res / 370 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2106 Res / 370 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2110 Res / 375 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2120 Res / 387 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2125 Res / 388 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2125 Res / 388 Nres (units)	\$10/month plus 590,000 m <sup>3</sup> 300,000 Res / 290,000 NRes 2125 Res / 388 Nres (units)
	<b>\$2.8200m<sup>3</sup></b>	<b>\$2.8200m<sup>3</sup></b>	<b>\$2.8200m<sup>3</sup></b>	<b>\$2.8200 m<sup>3</sup></b>	<b>\$2.8977 m<sup>3</sup></b>	<b>\$3.0454 m<sup>3</sup></b>	<b>\$3.0459 m<sup>3</sup></b>	<b>\$3.0487 m<sup>3</sup></b>
Revenue - Water	\$ 3,032,318	\$ 3,147,098	\$ 3,147,358	\$ 3,148,438	\$ 2,238,267	\$ 3,393,422	\$ 3,414,192	\$ 3,427,820
Expenditures - Water	\$ 3,095,880	\$ 3,095,880	\$ 3,078,025	\$ 3,094,431	\$ 2,099,337	\$ 3,334,666	\$ 3,355,228	\$ 3,376,602
Net Budget Impact	\$ (63,562)	\$ 51,218	\$ 69,333	\$ 54,007	\$ 138,930	\$ 58,756	\$ 58,964	\$ 51,218
Net Depreciation, not included	\$ 298,358	\$ 298,358	\$ 300,468	\$ 293,011	\$ 297,329	\$ 293,386	\$ 293,386	\$ 293,386
Debtenture Principal, included	\$ 154,780	\$ 154,780	\$ 161,640	\$ 163,700	\$ 151,945	\$ 154,000	\$ 157,450	\$ 157,000
Plus R.O.I. Included in Exp.	\$ 230,000	\$ 230,000	\$ 220,000	\$ 210,000	\$ 133,336	\$ 200,000	\$ 200,000	\$ 200,000
Debtenture Interest, included in Exp.	\$ 80,660	\$ 80,660	\$ 73,720	\$ 66,470	\$ 42,004	\$ 52,020	\$ 45,530	\$ 38,870
	2020 2057 (units)	2020 2057 (units)	2021 2057 (units)	2022 2057 (units)	2023 2141 (units)	2024 2145 (units)	2025 2145 (units)	2026 2145 (units)
	<b>\$22.75/month</b>	<b>\$22.75/month</b>	<b>\$22.75/month</b>	<b>\$22.75/month</b>	<b>\$23.00/month</b>	<b>\$23.25/month</b>	<b>\$23.50/month</b>	<b>\$23.75/month</b>
Revenue - Sewer	\$ 905,963	\$ 950,675	\$ 950,701	\$ 950,701	\$ 613,588	\$ 1,013,741	\$ 1,020,176	\$ 1,026,611
Expenditures - Sewer	\$ 642,607	\$ 642,607	\$ 706,865	\$ 727,420	\$ 456,168	\$ 791,619	\$ 752,230	\$ 758,782
Net Budget Impact	\$ 263,356	\$ 308,068	\$ 243,836	\$ 223,281	\$ 157,420	\$ 222,122	\$ 267,946	\$ 267,829
Debtenture Princ & Int	\$ 160,940	\$ 160,940	\$ 160,900	\$ 160,860	\$ 143,075	\$ 153,470	\$ 115,160	\$ 115,120
	2020 2187 (units)	2020 2187 (units)	2021 2228 (units)	2022 2235 (units)	2023 2240 (units)	2024 2240 (units)	2025 2240 (units)	2026 2240 (units)
	<b>\$23.75/month</b>	<b>\$23.75/month</b>	<b>\$23.75/month</b>	<b>\$23.75/month</b>	<b>\$24.25/month</b>	<b>\$24.50/month</b>	<b>\$24.75/month</b>	<b>\$25.00/month</b>
Revenue - Garbage	\$ 655,790	\$ 655,790	\$ 666,125	\$ 668,602	\$ 445,791	\$ 692,438	\$ 699,937	\$ 707,211
Expenditures - Garbage	\$ 600,632	\$ 642,566	\$ 590,180	\$ 610,510	\$ 431,263	\$ 668,660	\$ 690,830	\$ 712,721
Net Budget Impact	\$ 55,158	\$ 13,224	\$ 75,945	\$ 58,092	\$ 14,528	\$ 23,778	\$ 9,107	\$ (5,510)
	2020 2160 (units)	2020 2160 (units)	2021 2188 (units)	2022 2195 (units)	2023 2200 (units)	2024 2200 (units)	2025 2200 (units)	2026 2200 (units)
	<b>\$6.50/month</b>	<b>\$6.50/month</b>	<b>\$6.50/month</b>	<b>\$6.50/month</b>	<b>\$6.75/month</b>	<b>\$7.00/month</b>	<b>@ \$7.25/month</b>	<b>@ \$7.50/month</b>
Revenue - Recycling	\$ 168,870	\$ 168,870	\$ 170,664	\$ 171,210	\$ 118,734	\$ 184,800	\$ 191,400	\$ 198,000
Expenditures - Recycling/Compost	\$ 122,234	\$ 151,450	\$ 134,737	\$ 137,709	\$ 96,440	\$ 154,055	\$ 157,152	\$ 160,184
Net Budget Impact	\$ 46,636	\$ 17,420	\$ 35,927	\$ 33,501	\$ 22,294	\$ 30,745	\$ 34,248	\$ 37,816
<b>Combined Net Budget Impact:</b>	<b>\$ 301,588</b>	<b>\$ 389,930</b>	<b>\$ 425,041</b>	<b>\$ 368,881</b>	<b>\$ 333,172</b>	<b>\$ 335,401</b>	<b>\$ 370,265</b>	<b>\$ 351,353</b>
	\$ 247,659	\$ 635,497	\$ 318,422	\$ 330,690	\$ 2,674,178	\$ 547,518	\$ 510,152	\$ 681,848
	\$ 549,247	\$ 1,025,427	\$ 743,463	\$ 699,571	\$ 3,007,350	\$ 882,919	\$ 880,417	\$ 1,033,201
1/2% Municipal Tax Increase		\$ 31,509						
\$.01 increase in Municipal Water		\$ 5,902						
\$1 increase in Flat Fee Municipal WATER		\$ 30,156						
\$.01 increase in Municipal Water (COM SEWER)		\$ 1,255						
\$.05 increase in Flat Fee Municipal SEWER		\$ 1,508						
\$.05 increase in Flat Fee Municipal GARBAGE		\$ 1,344						
\$.05 increase in Flat Fee Municipal RECYCLING		\$ 1,320						



May 8, 2023

**Town of Stettler**

P.O. Box 280  
5031-50 Street  
Stettler, Alberta, T0C 2L0

**Re: Municipal Electric Distribution System Franchise Agreement – 5-Year Extension**

In accordance with Section 3 of the Electric Distribution System Franchise Agreement (the Agreement) between ATCO Electric Ltd. (ATCO) and the Town of Stettler effective June 1, 2014, the Agreement shall be extended for a further period of 5 years, provided ATCO gives written notice not less than 12 months prior to the expiration of the initial term of its intention to extend the Agreement, and the Town of Stettler agrees in writing not less than six months prior to the expiry of the initial term.

ATCO provided notice of its intention to extend the Agreement on accordance with Section 3 via letter/email dated May 8, 2023. If Town of Stettler agrees with this extension for an additional 5-year term, please sign the acknowledgement below and return to the undersigned by January 1, 2024 (no less than 6 months prior to the June 1, 2024 expiry date) of the current Agreement.

Feel free to call with any questions or concerns.

Thank You

**Tracy Volker**

Customer Sales Representative  
Electricity Division

**C.** 403-741-4792

**A.** P.O Box 730, 4105, 50<sup>th</sup> Ave, Stettler AB T0C 2L0

### Electric Distribution Franchise Agreement Extension Acknowledgment

The Town of Stettler hereby agree to extend the Electric Distribution System Franchise Agreement (the Agreement) between ATCO Electric Ltd. and Town of Stettler, in accordance with Section 3 of the Agreement, for a 5-year term which will become effective upon June 1, 2024 expiry date of the initial term of the Agreement.

#### Town of Stettler

PER: \_\_\_\_\_  
Mayor- Sean Nolls

Date: \_\_\_\_\_

PER: \_\_\_\_\_  
CAO- Leann Graham

Date: \_\_\_\_\_

#### ATCO Electric

PER: \_\_\_\_\_  
Amanda Mattern, Vice President, Operations

Date: \_\_\_\_\_

PER: \_\_\_\_\_  
Pete Bothwell, Vice President  
Customer Experience & Initiatives

Date: \_\_\_\_\_

**ELECTRIC DISTRIBUTION SYSTEM FRANCHISE AGREEMENT**

**BETWEEN**

**Town of Stettler**

**- AND -**

**ATCO Electric Ltd.**

**Table of Contents**

1) DEFINITIONS AND INTERPRETATION.....	4
2) TERM .....	6
3) EXPIRY AND RENEWAL OF AGREEMENT .....	6
4) GRANT OF FRANCHISE .....	7
5) FRANCHISE FEE .....	8
6) CORE SERVICES .....	10
7) PROVISION OF EXTRA SERVICES .....	10
8) MUNICIPAL TAXES .....	10
9) RIGHT TO TERMINATE ON DEFAULT.....	10
10) SALE OF DISTRIBUTION SYSTEM.....	10
11) STREET LIGHTING.....	11
12) INCREASE IN MUNICIPAL BOUNDARIES .....	15
13) RIGHT OF FIRST REFUSAL TO PURCHASE.....	16
14) CONSTRUCTION AND MAINTENANCE OF DISTRIBUTION SYSTEM.....	16
15) RESPONSIBILITIES FOR COST OF RELOCATIONS .....	19
16) DISTRIBUTION SYSTEM EXPANSION AND UPGRADE.....	20
17) JOINT USE OF DISTRIBUTION SYSTEM.....	20
18) MUNICIPALITY AS RETAILER .....	23
19) RECIPROCAL INDEMNIFICATION AND LIABILITY.....	23
20) ASSIGNMENT .....	24
21) NOTICES .....	25
22) DISPUTE SETTLEMENT .....	26
23) INTERRUPTIONS OR DISCONTINUANCE OF ELECTRIC SERVICE.....	26
24) APPLICATION OF WATER, GAS AND ELECTRIC COMPANIES ACT .....	27
25) FORCE MAJEURE.....	27
26) TERMS AND CONDITIONS.....	28
27) NOT EXCLUSIVE AGAINST HIS MAJESTY .....	28
28) SEVERABILITY.....	28
29) AMENDMENTS.....	28
30) DISSOLUTION.....	28
31) WAIVER.....	29
32) CONFIDENTIALITY .....	29
SCHEDULE "A" .....	30
SCHEDULE "B" .....	32
SCHEDULE "C" .....	33



**ELECTRIC DISTRIBUTION SYSTEM FRANCHISE AGREEMENT**

THIS AGREEMENT made effective the 1 day of June 2024.

BETWEEN:

Town of Stettler,  
a Municipal Corporation located in the Province of Alberta  
(the “**Municipality**”)

OF THE FIRST PART

- and -

ATCO Electric Ltd.,  
a body corporate and public utility with its  
head office in the Edmonton in the Province of Alberta  
(the “**Company**”)

OF THE SECOND PART

**WHEREAS:**

The Municipality desires to grant and the Company desires to obtain an exclusive franchise to provide Electric Distribution Service within the Municipal Service Area on the terms and conditions herein contained;

**NOW THEREFORE:**

In consideration of the mutual covenants and promises herein contained, the Parties hereby agree as follows:

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**1) DEFINITIONS AND INTERPRETATION**

Unless otherwise expressly provided in this Agreement, the words, phrases and expressions in this Agreement shall have the meanings attributed to them as follows:

- a) **“Commission”** means the Alberta Utilities Commission, as established under the Alberta Utilities Commission Act (Alberta);
- b) **“Company”** means the Party of the second part to this Agreement and includes its successors and assigns;
- c) **“Construct”** means constructing, reconstructing, upgrading, extending, relocating or removing any part of the existing Distribution System or proposed Distribution System;
- d) **“Consumer”** means any individual, group of individuals, firm or body corporate, including the Municipality, with premises or facilities located within the Municipal Service Area from time to time that are provided with Electric Distribution Service by the Company pursuant to the Company’s Distribution Tariff;
- e) **“Core Services”** means all those services set forth in Schedule “A”;
- f) **“Detailed Street Light Patrol”** means a detailed street light patrol of Company-owned street lights conducted by the Company on a schedule reasonably determined by the Company from time to time, currently a seven to nine year cycle as at the date of this Agreement;
- g) **“Distribution System”** means any facilities owned by the Company which are used to provide Electric Distribution Service within the Municipal Service Area, and, without limiting the generality of the foregoing, shall include street lighting, where applicable, and poles, fixtures, luminaires, guys, hardware, insulators, wires, conductors, cables, ducts, meters, transformers, fences, vaults and connection pedestals, excluding any transmission facilities as defined in the EUA;
- h) **“Distribution Tariff”** means the Distribution Tariff prepared by the Company and approved by the Commission on an interim or final basis, as the case may be;
- i) **“Electric Distribution Service”** means electric distribution service as defined in the EUA;
- j) **“Electronic Format”** means any document or other means of communication that is created, recorded, transmitted or stored in digital form or in any other intangible form by electronic, magnetic or optical means or by any other computer-related means that have similar capabilities for creation, recording, transmission or storage;
- k) **“EUA”** means the *Electric Utilities Act* (Alberta);
- l) **“Extra Services”** means those services set forth in Schedule “B” that are requested by the Municipality for itself or on behalf of a Consumer and provided by the Company in accordance with Article 7;
- m) **“First Subsequent Term”** means the Term of this Agreement as set out in Article 3;
- n) **“HEEA”** means the *Hydro and Electric Energy Act* (Alberta);

	<b>Initials</b>
Municipality	
Company	

- o) **“Initial Term”** means the Term of this Agreement as set out in Article 2;
- p) **“Maintain”** means to maintain, keep in good repair or overhaul any part of the Distribution System;
- q) **“Major Work”** means any work to Construct or Maintain the Distribution System that costs more than One Hundred Thousand (\$100,000.00) Dollars;
- r) **“MGA”** means the *Municipal Government Act* (Alberta);
- s) **“Municipal Property”** means all property, including lands and buildings, owned, controlled or managed by the Municipality within the Municipal Service Area;
- t) **“Municipal Service Area”** means the geographical area within the legal boundaries of the Municipality as altered from time to time;
- u) **“Municipality”** means the Party of the first part to this Agreement;
- v) **“Operate”** means to operate, interrupt or restore any part of the Distribution System in a safe and reliable manner;
- w) **“Party”** means any party to this Agreement and **“Parties”** means all of the parties to this Agreement;
- x) **“Plans and Specifications”** means the plans, drawings and specifications reasonably necessary to properly assess and review proposed Work prior to issuing any approval that may be required under this Agreement;
- y) **“Second Subsequent Term”** means the Term of this Agreement as set out in Article 3;
- z) **“Term”** means, as the context requires, the Initial Term, First Subsequent Term or the Second Subsequent Term, and **“Terms”** means all of them;
- aa) **“Terms and Conditions”** means the terms and conditions contained within the Distribution Tariff in effect from time to time for the Company as approved by the Commission; and
- bb) **“Work”** means any work to Construct or Maintain the Distribution System.

The words “hereof”, “herein”, “hereunder” and other words of similar import refer to this Agreement as a whole, including any attachments hereto, as the same may from time to time be amended or supplemented and not to any subdivision contained in this Agreement. Unless the context otherwise requires, words importing the singular include the plural and vice versa and words importing gender include all genders. References to provisions of statutes, rules or regulations shall be deemed to include references to such provisions as amended, modified or re-enacted from time to time. The word “including” when used herein is not intended to be exclusive and in all cases means “including without limitation”. References herein to a section, paragraph, clause, Article or provision shall refer to the appropriate Article in this Agreement. The descriptive headings of this Agreement are inserted for convenience of reference only and do not constitute a part of and shall not be utilized in interpreting this Agreement.

	Initials
Municipality	
Company	

**2) TERM**

This Agreement shall be for an initial term (the "Initial Term") of ten (10) years, commencing on the later of:

- a) First day of June 2024 or
- b) the first day after both of the following have occurred:
  - i) Commission approval of this Agreement; and
  - ii) the Municipality having passed third reading of the applicable adopting bylaw \_\_\_\_\_.

**3) EXPIRY AND RENEWAL OF AGREEMENT**

Following the expiration of the Initial Term, this Agreement shall be renewed for a further period of five (5) years (the "First Subsequent Term"), provided the Company gives written notice to the Municipality not less than twelve (12) months prior to the expiration of the Initial Term of its intention to renew this Agreement and the Municipality agrees in writing to the renewal not less than six (6) months prior to the expiration of the Initial Term.

- a) During the first (1<sup>st</sup>) year following the expiration of the Initial Term all the rights and obligations of the parties under this Agreement shall continue to be in effect. Following the expiration of the First Subsequent Term, the Parties agree that this Agreement may be extended for an additional five (5) year term (the "Second Subsequent Term") commencing at the end of the First Subsequent Term, provided that one of the Parties shall provide notice to the other Party of its wish to extend this Agreement for the Second Subsequent Term and the other Party confirms, no later than one (1) year prior to the end of the First Subsequent Term, that it also wishes to extend the Term of this Agreement for the Second Subsequent Term.
- b) If the Municipality has not provided notice to the Company to exercise its right under Article 10 to require the Company to sell the Distribution System within the Municipal Service Area to the Municipality, either Party may submit any items in dispute pertaining to the entering into of a new agreement to binding arbitration before the Commission who shall determine the terms of the new agreement;
- c) Unless either Party has provided notice to the other Party of its intent to terminate or to extend this Agreement, following any expiration of any Term, the respective rights and obligations of the Parties under this Agreement shall continue to be in effect for a period of one (1) year following the expiration of the applicable Term in order to provide the Parties with a reasonable opportunity to negotiate a subsequent agreement;

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

- d) Commencing one (1) year following the expiration or termination of any Term of this Agreement, unless either Party has invoked the right to arbitration referred to in subparagraph b), this Agreement shall continue to be in effect but shall be amended to provide for the following:
  - i) the franchise fee percentage used to calculate the franchise fee payable by the Company under Article 5 shall be reduced to fifty percent (50%) of the average annual franchise fee percentage used to calculate the franchise fee paid by the Company to the Municipality for the previous five (5) calendar years; and
  - ii) the costs of any relocation requested by the Municipality pursuant to Article 15 shall be paid by the Municipality.

**4) GRANT OF FRANCHISE**

- a) Subject to subparagraph b) below, and to the terms and conditions hereof, the Municipality hereby grants to the Company the exclusive right within the Municipal Service Area:
  - i) to provide Electric Distribution Service;
  - ii) to Construct, Operate, and Maintain the electric distribution system, as defined in the EUA, within the Municipal Service Area; and
  - iii) to use designated portions of roads, rights-of-way, and other lands owned, controlled or managed by the Municipality necessary to provide Electric Distribution Service or to Construct, Operate and Maintain the Distribution System, including the necessary removal, trimming of trees, shrubs or bushes or any parts thereof.

This grant shall not preclude the Municipality from providing wire services to municipally owned facilities where standalone generation is provided on site or immediately adjacent sites excepting road allowances. Such services are to be provided by the Municipality directly and not by any other third party wire services provider.

Subject to Article 12 of this Agreement, in the event that a third party (including a Rural Electrification Association (REA)) owns, operates or controls any electrical distribution facilities or lighting within the Municipal Service Area at any time during the Term of this Agreement, the Municipality agrees that it will support the Company's efforts, as is reasonable, to purchase such electrical distribution facilities or, to the extent that it has the authority to do so, the Municipality shall otherwise require such third party to sell such facilities to the Company. Where the Municipality supports the Company's efforts to purchase such electrical distribution facilities or, to the extent that it has the authority to do so, otherwise requires a third party to sell its facilities to the Company, the Company shall be responsible for

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

all reasonable fees, costs and disbursements of external legal counsel incurred by the Municipality in expending such good faith efforts.

- b) The Company agrees to:
  - i) bear the full responsibility of an owner of an electric distribution system within the Municipal Service Area and to ensure all services provided pursuant to this Agreement are provided in accordance with the Distribution Tariff, insofar as applicable;
  - ii) Construct, Operate and Maintain the Distribution System within the Municipal Service Area;
  - iii) use designated portions of roads, rights-of-way, and other lands including other lands owned, controlled or managed by the Municipality necessary to Construct, Operate and Maintain the Distribution System, including the necessary removal, trimming of trees, shrubs or bushes or any parts thereof; and
  - iv) use the Municipality’s roads, rights-of-way and other Municipal Property granted hereunder solely for the purpose of providing Electric Distribution Service and any other service contemplated by this Agreement.

**5) FRANCHISE FEE**

**a) Calculation of Franchise Fee**

In consideration of the provisions of Article 4 and the mutual covenants herein, the Company agrees to pay to the Municipality a franchise fee. For each calendar year, the franchise fee will be calculated as a percentage of the Company’s actual revenue in that year from the Distribution Tariff rates charged for Electric Distribution Service within the Municipal Service Area, excluding any amounts refunded or collected pursuant to riders.

For the first (1<sup>st</sup>) calendar year of the Term of this Agreement, the franchise fee percentage shall be eleven-point one percent (11.10%).

By no later than September first (1<sup>st</sup>) of each year, the Company shall:

- i) advise the Municipality in writing of the revenues that were derived from the Distribution Tariff within the Municipal Service Area for the prior calendar year (excluding any amounts refunded or collected pursuant to riders); and
- ii) with the Municipality’s assistance, provide in writing an estimate of revenues to be derived from the Distribution Tariff (excluding any amounts refunded or collected pursuant to riders) within the Municipal Service Area for the next calendar year.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**b) Adjustment to Franchise Fee**

At the option of the Municipality, the franchise fee percentage may be changed annually by providing written notice to the Company.

If the Municipality wishes to amend the franchise fee percentage so that the amended franchise fee percentage is effective January first (1<sup>st</sup>) of the following calendar year, then the Municipality shall, no later than November first (1<sup>st</sup>) of the immediately preceding year, advise the Company in writing of the franchise fee percentage to be charged for the following calendar year.

If the Municipality provides such notice after November first (1<sup>st</sup>) of the immediately preceding year for a January first (1<sup>st</sup>) implementation, or at any other time with respect to a franchise fee change that will be implemented after January first (1<sup>st</sup>) of the following year, the Company will implement the new franchise fee percentage as soon as reasonably possible.

**c) Franchise Fee Cap**

The municipal franchise fee cap is twenty percent (20%) and shall not at any time exceed twenty percent (20%), unless there has been prior Commission approval and provided that the Municipality has complied with Article 5d) below.

**d) Adjustment to Franchise Fee Cap**

At the option of the Municipality, the franchise fee cap may be changed annually by providing written notice to the Company, subject to Commission approval. If the Municipality wishes to amend the franchise fee cap so that the amended franchise fee cap is effective January first (1<sup>st</sup>) of the following calendar year, then the Municipality shall, no later than November first (1<sup>st</sup>) of the immediately preceding year, advise the Company in writing of the franchise fee cap to be in effect for the following calendar year.

If the Municipality provides such notice after November first (1<sup>st</sup>) of the immediately preceding year for a January first (1<sup>st</sup>) implementation, or at any other time with respect to a franchise fee cap change that will be implemented for January first (1<sup>st</sup>) of the following year, the Company will recognize the new franchise fee cap as soon as reasonably possible, subject to Commission approval.

**e) Payment of Franchise Fee**

The Company shall pay the franchise fee amount, billed to each Consumer, to the Municipality on a monthly basis, within forty-five (45) days after billing each retailer.

**f) Reporting Considerations**

Upon request, the Company shall provide to the Municipality along with payment of the franchise fee amount, the financial information used by the Company to verify the franchise fee amount as calculated under this Article.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**6) CORE SERVICES**

The Company agrees to provide those Core Services to the Municipality as set forth in Schedule “A” and further agrees to the process contained in Schedule “A”. The Company and the Municipality may amend Schedule “A” from time to time upon mutual agreement.

**7) PROVISION OF EXTRA SERVICES**

Subject to an agreement being reached on cost and other terms, the Company agrees to provide to the Municipality those Extra Services, if any, as set forth in Schedule “B”, as requested by the Municipality from time to time.

The Company is entitled to receive from the Municipality a reasonable amount for the provision of those Extra Services in accordance with Schedule “B”. The Company and the Municipality may amend Schedule “B” from time to time upon mutual agreement.

**8) MUNICIPAL TAXES**

Amounts payable to the Municipality pursuant to the terms and conditions hereof shall be in addition to the municipal taxes and other levies or charges made by the Municipality against the Company, its land and buildings, linear property, machinery and equipment, and the Distribution System.

**9) RIGHT TO TERMINATE ON DEFAULT**

In the event either Party breaches any material provision of this Agreement, the other Party may, at its option, provide written notice to the Party in breach to remedy such breach.

If the said breach is not remedied within two (2) weeks after receipt of the written notice or such further time as may be reasonably required by the Party in breach using best efforts on a commercially reasonable basis to remedy the breach, the Party not in breach may give six (6) months notice in writing to the other Party of its intent to terminate this Agreement, and unless such breach is remedied to the satisfaction of the Party not in breach, acting reasonably, this Agreement shall terminate six (6) months from the date such written notice is given, subject to prior Commission approval.

**10) SALE OF DISTRIBUTION SYSTEM**

Upon the expiration of the Term of this Agreement, or the termination of this Agreement pursuant to the terms and conditions hereof or by operation of law or order of a governmental authority or court of law having jurisdiction, the Municipality may, subject to the approval of the Commission under Section 47 of the MGA, exercise its right to require the Company to sell to it the Distribution System within the Municipal Service Area pursuant to the provisions of the MGA or HEEA, as applicable. If the Parties are unable to agree on price or terms and conditions of the purchase, the unresolved matters shall be referred to the Commission for determination.

The Parties acknowledge that the Distribution System may be comprised of component parts that are not transferable by the Company to the Municipality including technologies

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	



that have been licensed by third Parties to the Company, and therefore the Company may not be able to transfer such component parts to the Municipality on any such sale. However, the Company shall acting reasonably assist the Municipality in obtaining the necessary approval or consent to such transfer.

**11) STREET LIGHTING**

**a) Investment Option Rate**

The Company agrees to provide and maintain an investment option rate for street lighting within the Municipal Service Area to the level of service and standards specified in the appropriate rate for investment option street lighting. This Commission approved rate includes an allowance for the replacement of street lighting.

The Company will provide Company standard and non-standard street lighting under the investment option rate for street lighting. The Company will maintain an inventory of its standard street lighting as listed in its street lighting catalogue. The Company will use reasonable commercial efforts, based on prudent electrical utility practices, to carry stock of such inventory for a reasonable period of time.

- i) In the event that:
  - A. the Company, in its sole discretion, reasonably exercised, decides to change its classifications of what constitutes standard street lighting in its inventory and such change has relevance to the classes of street lights used by the Municipality, then the Company shall provide one (1) year’s prior written notice to the Municipality of its intention to effect such a change and will use its commercially reasonable good faith efforts to determine appropriate alternative sources of such equipment, and arrangements for the associated maintenance, for the Municipality; and
  - B. a change in the classifications of what constitutes standard street lighting in the Company’s inventory arises as a result of the actions of any third party and such change has relevance to the classes of street lights used by the Municipality, then forthwith upon becoming aware that such a change is forthcoming, the Company shall provide notice to the Municipality of the forthcoming change and will use its commercially reasonable good faith efforts to determine reasonable alternatives for such equipment, and arrangements for the associated maintenance, for the Municipality.
- ii) If:
  - A. the Municipality requests street lighting that is not part of the standard offering of the Company at the time;
  - B. the Municipality requests street lighting that was previously part of the standard street lighting inventory but, at the time of the applicable request, has ceased to be part of the standard street lighting offering of the Company; or

	Initials
Municipality	
Company	

- C. the Municipality converts nonstandard street lighting that is not part of the standard offering of the Company at the time to investment option rate street lighting under Article 11c) below;

then the Municipality will be required to enter into a non-standard lighting agreement with the Company, which form of agreement is referenced on the Company’s website or in the Company’s street lighting catalogue. For such non-standard lighting, the Company will not be responsible for paying a credit under Article 1b) of Schedule “C” to the Municipality to the extent that a delay in replacing the burnt out light is outside of the reasonable control of the Company, including any delay resulting from the failure by the Municipality to carry replacement parts for non-standard lighting.

The Company shall not be required to install any non-standard street lighting that does not meet the Company’s minimum specifications for street lighting, and such street lighting must be metered and owned, installed and operated by the Municipality.

The time periods and deadlines contained in Schedule "C" shall be extended for investment-rate, non-standard street lighting for the period of time, if any, the Company is waiting for receipt of non-standard equipment, supplies and materials from the Municipality.

**b) No-Investment Option Rate**

The Company and Municipality agree that all new street lighting provided, and any Municipality-requested relocation of any no-investment option rate street lighting, after the date of this Agreement will be provided or relocated, as the case may be, on the basis of the investment option rate. For no-investment option rate street lighting, the Company agrees to maintain street lighting within the Municipal Service Area to the level of service and standards specified in the appropriate rate for no-investment option rate street lighting. This Commission-approved rate does not include an allowance for the replacement of no-investment option rate street lighting.

**c) Conversion of No-Investment Rate to Investment Option Rate**

The Municipality has the option to convert all street lighting on the Company no-investment option street light rate to the Company investment option rate upon providing sixty (60) days written notice to the Company. Where such option is exercised, the Municipality has the right to obtain the Company investment for such street lighting up to the maximum Commission-approved Company investment levels for such street lighting. For the purpose of clarity, any calculation of “Commission-approved Company investment level” for street lighting in this Agreement shall be determined at the time of conversion of the applicable street lighting. The investment for street lighting shall be calculated according to the following formula:

$$A \times (1 - N/30)$$

	Initials
Municipality	
Company	

Where:

A = the maximum allowable Commission-approved Company investment level per street light; and

N = the age of the street light in years.

The Company will invest in all, but, unless otherwise decided by the Company in its sole discretion, not less than all, no-investment option street lighting within the Municipal Service Area that is converted to the investment option rate.

The Company, in consultation with the Municipality, may use the average age of street lights and the average contributions made by the Municipality in calculating refunds.

Once all the street lighting within the Municipal Service Area has been converted to the applicable Company investment option rate, the Company shall provide and maintain such street lighting within the Municipal Service Area to the level of service and standards specified in the appropriate rate for investment street lighting, and as set out in Schedule "C" of this Agreement.

**d) Street Light Rates**

The distribution rates charged by the Company to the Municipality for street lighting shall include only those costs and expenses that pertain to street lighting facilities all at rates approved by the Commission. Other terms and conditions for non-standard street lighting are outlined in the non-standard street lighting agreement between the Company and the Municipality.

**e) Municipality Owned Street Lighting**

Notwithstanding any other provision of this Article, it is understood and agreed that the Municipality shall have the right to own street lighting and to pay the applicable rate, recognizing the Municipality's ownership.

In such cases where the Municipality owns its street lighting, the Municipality agrees that:

- i) it will bear sole and full responsibility for any liability resulting therefrom and for properly operating, servicing, maintaining, insuring and replacing such street lighting in accordance with good and safe electrical operating practices;
- ii) such street lighting is not to form part of the Distribution System and shall be capable of being isolated from the Distribution System; and
- iii) such street lighting will be separately metered, provided that this provision will not necessarily require individual street lights to be separately metered.

	Initials
Municipality	
Company	

**f) Street Light Inventory**

The Company and the Municipality agree to meet annually to discuss and exchange information relating to street light facilities owned by each Party. The Company shall have the right, but not the obligation, to mark street lighting facilities owned by the Municipality. The form and place of marking used by the Company to mark street light facilities owned by the Municipality shall first be approved in writing by the Municipality, who shall act reasonably in granting or denying such approval.

Within twelve (12) months of any request by the Municipality, the Company shall provide to the Municipality an inventory of all street lighting facilities within the Municipal Service Area detailing those that:

- i) form part of the Distribution System owned by the Company, and upon request, indicate whether they are jointly used by the Company and a third party, or otherwise; and
- ii) are a dedicated street light facility, and upon request, indicate whether they are jointly used by the Company and a third party, or otherwise.

The inventory shall indicate which street lights are at the investment option rate or the no-investment option rate. Any changes to inventory will be updated on an annual basis. The Company will also conduct a Detailed Street Light Patrol and will update the inventory of street lighting facilities within the Municipality after completion of the patrol.

**g) Detailed Street Light Patrol**

Detailed Street Light Patrols shall include an inspection of each Company-owned street light as well as audit services to verify the quantity, wattage, rate, and ownership of such street lights. Any changes identified during the inspection or audit, in comparison to the then most recently completed previous audit, will be noted and the street light records will be updated after completion of the patrol. It should be noted that a Municipality with multiple street light circuits may not all be audited within the same calendar year, however, all street light circuits will be inspected and audited within the street light patrol cycle. Metered street lights owned by the Municipality will not be part of the Detailed Street Light Patrol and the Municipality is responsible for inspecting its own street lights. Upon request, the Company shall provide to the Municipality a list of the standard street light offerings of the Company at the time of the request.

As of the date of this Agreement, Detailed Street Light Patrols will be conducted by the Company on a seven to nine year cycle. In the event that the Company wishes to change the scheduling of this cycle, no such change in schedule will be effective without:

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

- i) the Company having provided the Municipality with prior notice of its intention to effect any such change; and
- ii) the Municipality having a reasonable amount of time to challenge such change before the Commission, if the Municipality wishes to do so.

**12) INCREASE IN MUNICIPAL BOUNDARIES**

Where the Municipal Service Area is increased through annexation or otherwise by:

- a) 640 acres or more; or
- b) less than 640 acres, but where such annexation or other increase constitutes at least 25% of the then current area;

the Municipality shall have the right to:

- i) purchase the portion of the Distribution System within the increased area provided that the Municipality gives notice in writing to the Company of its intention to purchase within ninety (90) days of the effective date of the increase in area. If the Parties are unable to agree on price or terms and conditions of the purchase, the unresolved matters shall be referred to the Commission for determination;
- ii) add the increased area to the Municipal Service Area already served by the Company so that the rights and obligations contained in this Agreement will apply in respect of the whole Municipal Service Area, including the increased area, except that, and subject to Commission approval, the Municipality may require the Company to charge the Consumers within the increased area a different franchise fee percentage; or
- iii) add the increased area to the Municipal Service Area already served by the Company so that the rights and obligations contained in this Agreement will apply in respect of the whole Municipal Service Area, including the increased area.

For all other increases to the Municipal Service Area through annexation or otherwise, the rights and obligations contained in this Agreement will apply in respect of the whole Municipal Service Area, including the increased area. In the event that the Municipality increases its area and the result is that a third party (including an REA) owns, operates or controls any existing electrical distribution facilities or lighting within the newly increased area, the Municipality agrees that it will support the Company’s efforts to purchase the electrical distribution facilities or, to the extent that it has the authority to do so, otherwise require such third party to sell such facilities to the Company, unless the Municipality otherwise exercises its rights under this Article, however, nothing in this

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

Article will require the Municipality to take any action which will directly prevent the annexation from being approved.

Where the Municipality increases its area through annexation or otherwise, the Company shall be responsible for all reasonable external legal costs, fees and disbursements incurred by a Municipality in its efforts to have any electrical distribution facilities sold to the Company by any third party owner.

**13) RIGHT OF FIRST REFUSAL TO PURCHASE**

- a) If during the Term of this Agreement, the Company receives a bona fide arm’s length offer to operate, take control of or purchase the Distribution System which the Company is willing to accept, then the Company shall promptly give written notice to the Municipality of the terms and conditions of such offer and the Municipality shall during the next ninety (90) days, have the right of first refusal to operate, take control of or purchase the Distribution System, as the case may be, for the same price and upon the terms and conditions contained in the said offer.
- b) This right of first refusal only applies where the offer pertains to the Distribution System and the right of first refusal does not apply to offers that include any other distribution systems or distribution facilities of the Company located outside of the Municipal Service Area. If such offer includes other distribution systems of the Company, the aforesaid right of first refusal shall be of no force and effect and shall not apply.

**14) CONSTRUCTION AND MAINTENANCE OF DISTRIBUTION SYSTEM**

**a) Municipal Approval**

Before undertaking any Major Work or in any case in which the Municipality specifically requests any Major Work, the Company will submit to and obtain the approval from the Municipality, or its authorized officers, of the Plans and Specifications for the proposed Major Work and its location. Approval by the Municipality shall not signify approval of the structural design or the ability of the Work to perform the function for which it was intended. The Company agrees that the Municipality may use such Plans and Specifications for any other proper municipal purpose provided that it shall not use such Plans and Specifications for any purpose or in any manner that may reasonably have an adverse effect on the Company without first obtaining the prior written consent of the Company, such consent not to be unreasonably withheld.

In the event that the Municipality uses such Plans and Specifications for any purposes whatsoever other than for the granting of an approval under this Article, the Municipality acknowledges and agrees that the Company shall not be liable for any liability, actions, demands, claims, damages, losses and expenses (including all legal fees, costs and disbursements) whatsoever as a result of the Municipality’s use of or reliance upon such Plans and Specifications.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

For greater clarity, the Municipality acknowledges that the Company does not represent, warrant or guarantee the accuracy of the Plans and Specifications provided to the Municipality under this Article for any purpose other than enabling the Municipality to conduct its approval process in accordance with this Article. Prior to commencing any Work, the Company shall obtain such other permits as are required by the Municipality.

The Company shall obtain approval from the Municipality for any traffic lane or sidewalk closures required to be made at least forty-eight (48) hours prior to the commencement of the proposed Work.

For the purposes of obtaining the approval of the Municipality for Major Work under this Agreement, the Company will provide the Municipality with the Plans and Specifications for the proposed Major Work in Electronic Format (or upon request, the Company will provide the Municipality with a hard copy of the materials). The Plans and Specifications will include a description of the project and drawings of a type and format generally used by the Company for obtaining approvals from Municipalities, and will illustrate the proposed changes to the Distribution System. Notwithstanding anything to the contrary that may be contained in any approvals granted under this Agreement, as liability and indemnification are dealt with under the EUA (and the regulations promulgated thereunder) and in Article 19 of this Agreement, the Company and the Municipality agree that any approval granted under this Agreement that incorporates an indemnity provision different than the indemnification provisions set out in the EUA (and the regulations promulgated thereunder) and in Article 19 of this Agreement, shall, to the extent necessary to eliminate such difference, be deemed to be rejected and shall form no part of the agreement between the Company and the Municipality regarding the subject matter of this Agreement unless such approval:

- i) explicitly amends the liability and indemnification provisions of this Agreement, wherein this Agreement is specifically referenced as being superseded; and
- ii) is accepted in writing by both Parties. In addition, for the purpose of clarity, any approval granted under this Agreement shall be subject to the indemnification provisions set out in the EUA (and the regulations promulgated thereunder) and in Article 19 of this Agreement.

**b) Restoration of Municipal Property**

The Company agrees that when it or any agent employed by it undertakes any Work on any Municipal Property, the Company shall complete the said Work promptly and in a good and workmanlike manner and, where applicable, in accordance with the approved Plans and Specifications. Further, the Company shall forthwith restore the Municipal Property to the same state and condition, as nearly as reasonably possible, in which it existed prior to the commencement of such Work, subject to reasonable wear and tear and to the satisfaction of the Municipality acting reasonably. The Company shall, where reasonable and prudent, locate its poles, wires, conduits and cables down, through and along lanes in preference to streets.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

The Company further covenants that it will not unduly interfere with the works of others or the works of the Municipality. Where reasonable and in the best interests of both the Municipality and the Consumer, the Company will cooperate with the Municipality and coordinate the installation of the Distribution System along the designated rights-of-way pursuant to the direction of the Municipality. During the performance of the Work, the Company shall use commercially reasonable efforts to not interfere with existing Municipal Property. If the Company causes damage to any existing Municipal Property during the performance of any Work, it shall cause such damage to be repaired at its own cost to the same state and condition, as nearly as reasonably possible, in which it existed prior to the commencement of such Work, subject to reasonable wear and tear.

Upon default by the Company or its agent to repair damage caused to Municipal Property as set out above, the Municipality may provide written notice to the Company to remedy the default. If the default is not remedied within two (2) weeks after receipt of the written notice or such further time as may be reasonably required and requested by the Company using best efforts on a commercially reasonable basis to remedy the default, the Municipality may undertake such repair work and the Company shall be liable for the reasonable costs thereof.

**c) Urgent Repairs and Notification to Municipality**

If any repairs or maintenance required to be made to the Distribution System are of an urgent nature because of safety concerns or because reliability is materially compromised or potentially materially compromised, the Company shall be entitled to conduct such repairs or maintenance as are commercially reasonable, without prior notice to the Municipality, on the understanding and agreement that the Company will provide written or verbal notice to the Municipality as soon as practicable, and in any event no later than seventy-two (72) hours after the repairs are commenced.

For the purposes of providing notice under this Agreement to the Municipality of the Work, the Company will provide the Municipality with the Plans and Specifications for the proposed Work to be completed in Electronic Format (or upon request, the Company will provide the Municipality with a hard copy of the materials). The Plans and Specifications will include a description of the project and drawings of a type and format generally used by the Company for obtaining approvals from Municipalities, and will illustrate the proposed changes to the Distribution System.

**d) Company to Obtain Approvals from Other Utilities**

The Company shall be solely responsible for locating, or causing to be located, all existing utilities or utility lines on or adjacent to the work site. The Company shall notify all other utility asset operators and ensure that utilities and utility lines are staked prior to commencement of construction. Unless the Municipality has staked such utility assets and lines, staking shall not be deemed to be a representation or warranty by the Municipality that the utility assets or lines are located as staked. The Municipality shall not be responsible for any damage caused by the Company to any utility assets or any third party as a result of the Company's Work, unless the Municipality has improperly staked the utility assets or lines. Approval must be

	Initials
Municipality	
Company	



obtained by the Company from the owner of any third party utility prior to relocation of any facility owned by such third party utility.

**e) Revised Plans and Specifications**

Following completion of the Major Work, the Company shall provide the Municipality with the revised Plans and Specifications, updated after construction, in Electronic Format (or upon request, the Company will provide the Municipality with a hard copy of the materials) within three (3) months of the request. The Company shall provide the Municipality with copies of any other revised Plans and Specifications as reasonably requested by the Municipality. For the purposes of this paragraph, the Company may satisfy its obligations to provide revised Plans and Specifications in Electronic Format by:

- i) advising the Municipality that the revised Plans and Specifications are posted to a web-based forum that contains such information; and
- ii) allowing the Municipality access to such web-based forum.

**f) Approvals**

Where any approvals are required to be obtained from either Party under this Article, such approvals shall not be unreasonably withheld. Where an approval is requested from a Party under this Article, an approval, or a disapproval along with a reasonable explanation of the disapproval, or, at a minimum, the reasons for the delay shall be communicated to the other Party within ten (10) business days of receipt of the request for an approval.

**15) RESPONSIBILITIES FOR COST OF RELOCATIONS**

- a) Subject to Article 15b), upon receipt of one (1) year’s notice from the Municipality, the Company shall, at its own expense, relocate to, on, above or below Municipal Property such part of the Distribution System that is located on Municipal Property as may be required by the Municipality due to planned Municipal construction.
- b) The cost of any relocations referred to in Article 15a) shall be recovered on a specific municipal based rider or any other method approved by the Commission, or if such a rider or other method is not approved by the Commission, the Municipality shall be responsible for such costs. In order to encourage the orderly development of Municipal facilities and the Distribution System, the Municipality and the Company agree that they will meet regularly to:
  - i) review the long-term facility plans of the Municipality and the Company;
  - ii) determine the time requirements for final design specifications for each relocation; and
  - iii) determine the increased notice period that may be required beyond one (1) year for major relocations.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

In cases of emergency, the Company shall take measures that are commercially reasonable and necessary for the public safety with respect to relocating any part of the Distribution System that may be required in the circumstances.

If the Company fails to complete the relocation of the Distribution System in accordance with the preceding paragraph, or fails to repair or do anything else required by the Company pursuant to this clause in a timely and expeditious manner to the satisfaction of the Municipality, acting reasonably, the Municipality, in addition to and not in limitation of any other rights, remedies or damages available to it at law or in equity, shall be entitled to, but is not obligated to, seek an order of specific performance to require the Company to complete the work.

In the event the relocation, or any part thereof, requires the approval of the Municipality or a third party, the Municipality will assist the Company in obtaining municipal approvals and the Municipality will use reasonable efforts to assist the Company in any negotiation with such third party to obtain the necessary approval(s).

In the event the relocation results from the demand or order of an authority having jurisdiction, other than the Municipality, the Municipality shall not be responsible for any of the costs of such relocation.

**16) DISTRIBUTION SYSTEM EXPANSION AND UPGRADE**

At no cost to the Municipality, with the exception of customer contributions, the Company shall, at its sole cost and expense, on a timely basis and pursuant to its Terms and Conditions, use its best efforts on a commercially reasonable basis to meet the Distribution System expansion requests of the Municipality or a Consumer, and provide the requisite facilities for connections for new Consumers to the Distribution System.

For the purposes of this Agreement, and subject to Schedules “B” and “C”, it is understood and agreed that the Municipality cannot insist on relocating or upgrading any overhead lines to an underground service, if there is a less expensive or more practical solution. If there is not a less expensive or more practical solution, the Municipality and the Company will meet to negotiate suitable arrangements.

**17) JOINT USE OF DISTRIBUTION SYSTEM**

**a) Municipal Use**

The Municipality may, upon notice to the Company and upon confirmation from the Company that the intended use of the Distribution System by the Municipality complies with good and safe electrical operating practices, applicable legislation, and does not unreasonably interfere with the Company’s use thereof, make use of the Distribution System of the Company for any reasonable municipal purpose (that is not commercial in nature or that could reasonably adversely affect the Company’s exclusive franchise, as granted by the Municipality under this Agreement), at no charge by the Company to the Municipality, provided at all times that such use complies with the intended use.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

The Municipality is responsible for its own costs, for the costs of removing any signage or repairing any of the facilities of the Company, and any necessary and reasonable costs incurred by the Company, including the costs of any alterations that may be required in using the poles and conduits of the Company.

The Municipality may, upon notice to the Company and upon confirmation from the Company that the intended use of the rights of way by the Municipality complies with good and safe electrical operating practices, applicable legislation, and does not unreasonably interfere with the Company’s use thereof, make use of the rights of way of the Municipality, at no charge by the Company to the Municipality, provided at all times that such use of the rights of way complies with the intended use.

The Company agrees to act reasonably and in a timely manner in making its determination above. Where a request is made by a Municipality to the Company under this Article 17a), the confirmation, the inability to provide a confirmation along with a reasonable explanation of the reasons why a confirmation cannot be provided, or the reasons for the delay shall, at a minimum, be communicated to the Municipality within five (5) business days of receipt of the request.

**b) Third Party Use and Notice**

The Company agrees that should any third party, including other utilities, desire to jointly use the Company’s poles, conduits or trenches or related parts of the Distribution System, the Company shall not grant the third party joint use except in accordance with this Article, unless otherwise directed by any governmental authority or court of law having jurisdiction.

The Company agrees that the following procedure shall be used in granting permission to third parties desiring joint use of the Distribution System:

- i) first, the third party shall be directed to approach the Company to initially request conditional approval from the Company to use that part of the Distribution System it seeks to use;
- ii) second, upon receiving written conditional approval from the Company, the third party shall be directed to approach the Municipality to obtain its written approval to jointly use that part of the Distribution System on any Municipal Property or right-of-way; and
- iii) third, upon receiving written conditional approval from the Municipality, the third party shall be directed to obtain final written approval from the Company to jointly use that part of the Distribution System.

Providing the Company has not precluded the Municipality’s ability to obtain compensation or has entered restrictive agreements with any third parties using any Municipal Property, the Municipality agrees that the procedure outlined above shall apply only to agreements made after January 1, 2011.

	Initials
Municipality	
Company	

**c) Cooperation**

The Company and the Municipality agree they will use reasonable efforts to cooperate with each other in any negotiations with third parties desiring joint use of any part of the Distribution System located on Municipal Property.

**d) Payment**

The compensation paid or to be paid by such third party to the Municipality for the use of the Municipal Property including its rights-of-way, shall be determined between the Municipality and the third party.

The compensation paid or to be paid by such third party to the Company for the joint use of its poles, conduits or related parts of the Distribution System shall be determined between the Company and the third party, subject to the jurisdiction of any governmental authority over the matter and the Municipality’s right to intervene in any related regulatory proceeding.

**e) Provision of Agreements**

Upon request by the Municipality, the Company shall provide to the Municipality a copy of all agreements between the Company and any third parties involved in the joint use of any part of the Distribution System. The Company shall be entitled to redact:

- i) any confidential or proprietary information of the Company or the third party; and
- ii) such information that it reasonably determines to be of a commercially or competitively sensitive nature, from any such copy provided.

An inventory listing of these agreements shall be updated by the Company and provided to the Municipality upon request and at no cost to the Municipality. The Municipality agrees that the requirement to provide the Municipality with a copy of all agreements between the Company and any third parties involved in the joint use of any part of the Distribution System outlined above shall apply only to agreements made after January 1, 2001.

The Company acknowledges that it does not have the authority to allow nor to grant to any third party the right to use any right-of-way that the Municipality authorized the Company to-use.

**f) Compensation for Costs**

Subject to Article 17c), in the event that either Party to this Agreement is required by law to appear before any applicable regulatory authority, including the Canadian Radio-television and Telecommunications Commission (“CRTC”), the Commission, or a court of law, as a direct result of the actions of the other Party (the “Denying Party”) relating to the denial of use to a third party of any part of the Distribution System, then the Denying Party shall pay all reasonable and necessary legal costs incurred by the other Party that are directly related to any such regulatory or judicial proceeding.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**18) MUNICIPALITY AS RETAILER**

The provisions of this Agreement shall not in any way restrict the right of the Municipality to become a retailer within the meaning of the EUA.

**19) RECIPROCAL INDEMNIFICATION AND LIABILITY**

- a) It is intended that this provision create reciprocal rights and obligations between the Company and the Municipality.
- b) The Company, as an owner of the Distribution System, is provided liability protections under the EUA, and nothing in this Agreement is intended to abrogate, alter or diminish the liability protections granted to the Company under the EUA. The Company further acknowledges and agrees that the liability protection provisions, if any, under the EUA shall apply, with the necessary changes, to the Municipality with reciprocal rights thereunder.
- c) The Company will indemnify and save the Municipality, its servants, agents, employees, licensees, contractors and invitees, harmless from and against any and all liability, actions, demands, claims, damages, losses and expenses (including all legal costs and disbursements) which may be brought against or suffered, sustained, paid or incurred by the Municipality, its servants, agents, employees, contractors, licensees and invitees, arising from, or otherwise caused by:
  - i) any breach by the Company of any of the provisions of this Agreement; or
  - ii) the negligence or wilful misconduct of the Company, or any of its servants, agents, employees, licensees, contractors or invitees in carrying on its business within the Municipal Service Area.
- d) The Municipality shall indemnify and save the Company, its servants, agents, employees, licensees, contractors and invitees, harmless from and against any and all liability, actions, demands, claims, damages, losses and expenses (including all legal costs and disbursements) which may be brought against or suffered, sustained, paid or incurred by the Company, its servants, agents, employees, licenses, contractors and invitees, arising from, or otherwise caused by:
  - i) any breach by the Municipality of any of the provisions of this Agreement; or
  - ii) the negligence or wilful misconduct of the Municipality, or any of its servants, agents, employees, licensees, contractors or invitees, that has a direct adverse effect on the Electric Distribution Service of the Company.
- e) In accordance with the liability protections under the EUA, notwithstanding anything to the contrary herein contained, in no event shall the Municipality or the Company

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

be liable under this Agreement, in any way, for any reason, for any loss or damage other than direct loss or damage, howsoever caused or contributed to. For the purpose of this Article, “direct loss or damage” does not include loss of profits, loss of revenue, loss of production, loss of earnings, loss of contract or any other indirect, special or consequential loss or damage whatsoever, arising out of or in any way connected with this Agreement or the actions or omissions of the Company or the Municipality.

**20) ASSIGNMENT**

In the event that the Company agrees to sell the Distribution System to a third party purchaser, the Company will request that the third party purchaser confirm in writing that it will agree to all the terms and conditions of this Agreement between the Company and the Municipality. The Company agrees that it will provide to the Municipality a copy of the third party purchaser’s confirmation letter.

The Company agrees to provide the Municipality with reasonable prior written notice of a sale of the Distribution System to a third party purchaser. The Parties shall thereafter meet to discuss the technical and financial capabilities of the third party purchaser to perform and satisfy all terms and conditions of this Agreement.

The Municipality has thirty (30) days from the meeting date with the Company to provide written notice to the Company of its intention to consent or withhold its consent to the assignment of this Agreement to the third party purchaser. The Municipality agrees that it may provide notice of its intention to withhold its consent to the assignment of this Agreement to the third party purchaser solely on the basis of reasonable and material concerns regarding the technical capability or financial wherewithal of the third party purchaser to perform and satisfy all terms and conditions of this Agreement. In this case, such notice to the Company must specify in detail the Municipality’s concern. Should the Municipality not reply within the thirty (30) day period, it is agreed that the Municipality will be deemed to have consented to the assignment. The Company further agrees that, when it applies to the Commission for approval of the sale, it will include in the application any notice received from the Municipality, including the reasons given by the Municipality for withholding its consent. The Municipality shall have the right to make its own submissions to the Commission.

Subject to the Company having fulfilled the obligations outlined in the preceding three paragraphs, the Company shall be entitled to assign this Agreement to an arm’s length third party purchaser of the Distribution System without the consent of the Municipality, subject to having obtained the Commission’s approval for the sale of the Distribution System and, the third party purchaser’s confirmation in writing that it agrees to all the terms and conditions of this Agreement.

Where the Commission approves such sale of the Distribution System to a third party and the third party provides written confirmation to assume all liabilities and obligations of the Company under this Agreement, then upon the assignment of this Agreement, the Company shall be released from all its liabilities and obligations hereunder.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

The Company shall be entitled to assign this Agreement to a subsidiary or affiliate of the Company without the Municipality’s consent. Where the Company assigns this Agreement to a subsidiary or affiliate, the Company will remain jointly and severally liable.

Further, it is a condition of any assignment that the subsidiary, affiliate or third party purchaser, as the case may be, shall provide written notice to the Municipality indicating that it will assume all liabilities and obligations of the Company under this Agreement. Any disputes arising under the operation of this Article shall be submitted to the Commission for determination.

**21) NOTICES**

All notices, demands, requests, consents, or approvals required or permitted to be given pursuant to the terms of this Agreement shall be in writing and shall be deemed to have been properly given if personally served or sent by registered mail or sent by fax to the Municipality or to the Company, as the case may be, at the addresses set forth below:

a) To the Company:

**ATCO Electric Ltd.**  
 Address: P.O. Box 2426, 10035-105 Street  
 Edmonton, Alberta, T5J 2V6  
 Facsimile: 780-420-7400  
 Attention: Vice President Distribution Operations

b) To the Municipality:

**Town of Stettler**  
 Address: P.O. Box 280  
 5031-50 Street  
 Stettler, Alberta, T0C 2L0  
 Facsimile: 403-742-1404  
 Attention: Greg Switenski

c) The date of receipt of any such notice as given above shall be deemed to be as follows:

- i) in the case of personal service, the date of service;
- ii) in the case of registered mail, the seventh (7<sup>th</sup>) business day following the date of delivery to the Post Office, provided, however, that in the event of an interruption of normal mail service, receipt shall be deemed to be the seventh (7<sup>th</sup>) day following the date on which normal service is restored; or
- iii) in the case of a fax, the date the fax was actually received by the recipient.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**22) DISPUTE SETTLEMENT**

- a) If any dispute or controversy of any kind or nature arises relating to this Agreement or the Parties’ rights or obligations hereunder, the Parties agree that such dispute or controversy will be resolved by negotiation, and where such negotiation does not result in the settlement of the matter within thirty (30) days of notice of such dispute being provided by one Party to the other Party, and to the extent permitted by law, the Company and Municipality agree that unresolved disputes pertaining to this Agreement, other than those contemplated in Articles 3 and 20 and Section 3 of Schedule “A”, or those related to the sale of the Distribution System as contemplated in Article 10 and 12 hereof, or any other matter that is within the exclusive jurisdiction of a governmental authority having jurisdiction, shall be submitted to arbitration for determination and may be commenced by either Party providing written notice to the other Party stating the dispute to be submitted to arbitration.

The Parties shall attempt to appoint a mutually satisfactory arbitrator within ten (10) business days of the said notice. In the event the Parties cannot agree on a single arbitrator within the ten (10) business days, the dispute shall be forwarded to the Commission for resolution or determination.

In the event the Commission declines to assist in resolving the dispute or declines to exercise or claim jurisdiction respecting the dispute, both Parties agree to have the dispute resolved by an arbitration panel in accordance with the following procedure.

Each Party shall appoint an arbitrator within the ten (10) business days thereafter by written notice, and the two arbitrators shall together appoint a third arbitrator within twenty-five (25) business days of written notice for arbitration. The dispute shall be heard by the arbitration panel within forty-five (45) business days of the written notice for arbitration unless extended by mutual agreement between the Parties. The arbitration panel shall render a decision within twenty (20) business days of the last day of the hearing.

Save as otherwise expressly provided in this Agreement, the provisions of the Arbitration Act (Alberta) (as amended from time to time) shall apply to any arbitration undertaken under this Agreement subject always to the Commission's jurisdiction over any matter submitted to arbitration. Pending resolution of any dispute, the Municipality and the Company shall continue to perform their respective obligations hereunder.

- b) The Company shall advise the Commission of any dispute submitted to arbitration within ten (10) business days of it being submitted and shall advise the Commission of the results of arbitration within ten (10) business days following receipt of the decision of the arbitrator(s).

**23) INTERRUPTIONS OR DISCONTINUANCE OF ELECTRIC SERVICE**

Subject to its Distribution Tariff, the Company shall use its best efforts on a commercially reasonable basis to avoid and minimize any interruption, reduction or discontinuance of

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	



Electric Distribution Service to any consumer. However, the Company reserves the right to do so for any one of the following reasons:

- a) Where the Company is required to effect necessary repairs or changes to the Distribution System;
- b) On account of or to prevent fraud or abuse of the Distribution System;
- c) On account of defective wiring or other similar condition which in the opinion of the Company, acting reasonably, may become dangerous to life or property;
- d) Where insufficient energy or power is available for distribution by the Company to a consumer; or
- e) Where required by a retailer, due to non-payment of power bills.

To the extent the Company has any planned major interruptions, reductions or discontinuances in Electric Distribution Service, it shall notify the Municipality as soon as practicable in the circumstances. For any other major interruption, reductions or discontinuances in Electric Distribution Service, the Company shall provide verbal notice to the Municipality as soon as is practicable in the circumstances.

**24) APPLICATION OF WATER, GAS AND ELECTRIC COMPANIES ACT**

This Agreement shall be deemed to operate as consent by the Municipality to the exercise by the Company of those powers which may be exercised by the Company with the consent of the Municipality under and pursuant to the provisions of the *Water, Gas and Electric Companies Act* (Alberta), as amended.

**25) FORCE MAJEURE**

If either Party shall fail to meet its obligations hereunder within the time prescribed, and such failure is caused or materially contributed by an event of “force majeure”, such failure shall be deemed not to be a breach of the obligations of such Party hereunder, but such Party shall use best efforts on a commercially reasonable basis to put itself in a position to carry out its obligations hereunder. The term “force majeure” shall mean any acts of God, strikes, lock-outs, or other industrial disturbances, acts of the King’s enemies, acts of terrorism (either foreign or domestic), sabotage, war, blockades, insurrections, riots, epidemics, lightening, earthquakes, storms, fires, wash-outs, nuclear and radiation activity or fall-out, restraints of rulers and people, orders of governmental authorities or courts of law having jurisdiction, the inability to obtain any necessary approval from a governmental authority having jurisdiction (excluding in the case of the Municipality that requires an approval from itself, the particular Municipality), civil disturbances, explosions, mechanical failure, and any other causes similar in nature not specifically enumerated or otherwise specified herein that are not within the control of such Party, and all of which by the exercise of due diligence of such Party could not have been prevented. Lack of finances shall be deemed not to be an event of “force majeure”.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**26) TERMS AND CONDITIONS**

The Terms and Conditions that apply to the Company and are approved by the Commission, as revised or amended from time to time by the Commission, shall apply to the Municipality.

**27) NOT EXCLUSIVE AGAINST HIS MAJESTY**

Notwithstanding anything to the contrary herein contained, it is mutually understood and agreed that the rights, powers and privileges conferred and granted by this Agreement shall not be deemed to be exclusive against His Majesty in the right of the Province of Alberta.

**28) SEVERABILITY**

If for any reason any covenant or agreement contained in this Agreement, or the application thereof to any Party, is to any extent held or rendered invalid, unenforceable or illegal, then such covenant or agreement will be deemed to be independent of the remainder of this Agreement and to be severable and divisible from this Agreement. The invalidity, unenforceability or illegality will not affect, impair or invalidate the remainder of this Agreement or any part thereof. The intention of the Municipality and the Company is that this Agreement would have been executed without reference to any portion which may, for any reason and extent, be declared or held invalid, unenforceable or illegal.

**29) AMENDMENTS**

This Agreement may only be amended by written agreement of the Parties, such amendments to be subject to regulatory approvals as required by law.

**30) DISSOLUTION**

In the event that the Municipality intends or resolves to dissolve:

- a) this Agreement shall be assigned to the successor governing authority to the Municipal Service Area;
- b) subject to an agreement to the contrary between the Company and the successor party, the Municipal Service Area of the Municipality as at the date of dissolution shall thereafter be the Municipal Service Area of the successor party for the purposes of this Agreement; and
- c) the rights and obligations contained herein shall otherwise continue and shall be binding upon the Company and the successor party.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**31) WAIVER**

A waiver of any default, breach or non-compliance under this Agreement is not effective unless in writing and signed by the Party to be bound by the waiver. No waiver will be inferred from or implied by any failure to act or delay in acting by a Party in respect of any default, breach or non-observance or by anything done or omitted to be done by the other Party. The waiver by a party of any default, breach or non-compliance under this Agreement will not operate as a waiver of that Party’s rights under this Agreement in respect of any continuing or subsequent default, breach or non-compliance under this Agreement (whether of the same nature or any other nature).

**32) CONFIDENTIALITY**

The Company acknowledges that the Municipality is governed by the provisions of the *Freedom of Information and Protection of Privacy Act* (Alberta).

**IN WITNESS WHEREOF** the Parties hereto have executed these presents as of the day and year first above written.

**TOWN OF STETTLER**

PER: \_\_\_\_\_  
Mayor

PER: \_\_\_\_\_  
Chief Administrative Officer

**ATCO Electric Ltd.**

PER: \_\_\_\_\_  
Vice President, Operations

PER: \_\_\_\_\_  
Vice President, Customer  
Experience & Initiatives

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**SCHEDULE “A”**

*Core Services*

The Company shall provide to the Municipality the following basic services as Core Services:

- 1) The Electric Distribution Service required to be provided by the Company pursuant to the Company’s Distribution Tariff, the EUA, any regulations thereto, and any Commission orders and decisions;
  
- 2) The Company shall provide to the Municipality, on request, copies of any and all Electric Distribution Service related written information or reports required to be filed with the Commission, with the exception of responses to questions from interveners or the Commission related to rate hearings. A list of service area wide distribution services related measures requested by the Commission could include:
  - a) The results of customer satisfaction surveys relating to the services provided by the Company;
  - b) The indices of system reliability;
  - c) The responses to notification of outages and hazards;
  - d) Call Centre targets and statistics as related to the services provided by the Company;
  - e) Consumer connect service and disconnect service statistics;
  - f) Meter reading frequency and accuracy statistics;
  - g) Consumer complaints related to the services provided by the Company; and
  - h) Employee safety statistics.

Notwithstanding the above, should the Company implement Commission approved Performance Based Regulation (“PBR”), it will provide the Municipality, on request, the results of the Performance Standards as set out in the PBR.

- 3) The Company shall provide to the Municipality, upon request, an annual report on the following standards specific to the Municipality:
  - a) Reliability measures, to the extent that distribution feeders are an appropriate indicator of the overall reliability for the Municipality. In some cases, the distribution feeder information will be an appropriate indicator of the overall reliability in a Municipal Service Area. In other cases, where the distribution feeder serves customers outside of the Municipal Service Area, it may not be appropriate indicator;
  - b) The total number of outages, by distribution feeder, for each of the preceding three (3) years;

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

- c) The average duration of the outages, by distribution feeder, for each of the preceding three (3) years;
- d) Street light performance, as discussed in Schedule “C”;
- e) Subject to any applicable privacy legislation, the Code of Conduct Regulation under the EUA, or other rules prohibiting or restricting such disclosure, a spreadsheet listing:
  - i) The total number of sites within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years;
  - ii) The total number of Municipality owned sites within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years;
  - iii) The total kWh of electricity consumed by Consumers within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years;
  - iv) The total kWh of electricity consumed at Municipality owned sites within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years;
  - v) The franchise fee revenue collected from Consumers within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years;
  - vi) The franchise fee revenue collected from the Municipality from sites the Municipality owns within the Municipal Service Area, by Company rate class, per month, for each of the last three (3) years; and
  - vii) Such other information as may be agreed upon by the Parties from time to time, and
- f) A copy of the Annual Service Quality Report as provided by the Company to the Commission as per Rule 2 which provides overall company Service Reliability Measures and Customer Satisfaction Measures.

Where privacy legislation, the Code of Conduct Regulation under the EUA, or other rules under the EUA prohibiting such disclosure prevent the Company from providing the information above, the Company shall make reasonable attempts to aggregate the information by aggregating rate classes in order to comply with the applicable rules, but shall not be obligated to provide such aggregated information if the Company does not believe such aggregation will allow the Company to comply with the applicable rules.

In the event that the service levels indicated in the Annual Service Quality Report referred to in Section 3f) of this Schedule A show deterioration to the extent that the Municipality or Municipal Service Area is materially adversely impacted, the Municipality shall contact its appropriate Company representative in an effort to remedy any identified deficiencies. If such discussions are not successful in addressing the Municipality’s concerns, the Municipality shall then contact senior management of the Company to determine appropriate solutions.

**SCHEDULE "B"**

*Extra Services*

- 1) Where the Municipality requests Extra Services, the Company will provide its applicable operations and maintenance standards for Distribution System field services.
- 2) If the Company and the Municipality agree that the Company will provide Extra Services requested by the Municipality, the Parties shall complete the information required in subparagraph 3), and subparagraph 4) shall apply in respect of such Extra Services.
- 3) In consideration for the provision of the Extra Services, the Municipality shall pay to the Company the sum of \_\_\_\_ (amount dependent on Extra Services requested) \_\_\_\_ (\$ \_\_\_\_\_ .00) which may be deducted from the franchise fee.
- 4) Annually, the Company shall provide a written report to the Municipality, outlining the actual performance of the Extra Services provided and the related costs for each service for the Municipality to assess if the performance standards have been met.
- 5) Nothing in this Agreement precludes the Company from subcontracting with the Municipality to provide all or any part of the Extra Services to the Municipality.

**No Extra Services requested as of the effective date of this Agreement**

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

**SCHEDULE “C”**

*Street Lighting*

- 1) As set out in Article 11c) of this Agreement, once all street lighting within the Municipal Service Area has been converted to the applicable Company investment option rate, the Company agrees to provide the following services for street lighting within the Municipal Service Area as part of its Core Services:
- a) **Lights-out Patrols:** On a monthly basis, during the time period of September 15<sup>th</sup> to May 15<sup>th</sup>, the Company will conduct a “lights-out” street light patrol to identify lights that are not working. Formal street light patrols will not be conducted during the summer months; however, normal reporting and replacement procedures will be maintained.
  - b) **Lights-out:** The Company will replace or repair a failed light identified in its patrol or reported by customers, within two (2) weeks. If the reported light is not replaced or repaired within two (2) weeks, the Company will provide a two (2) month credit to the Municipality based on the rate in the Distribution Tariff for the failed lights. Such two (2) month credit shall continue to apply for each subsequent two (2) week period during which the same failed light(s) have not been replaced. The Company agrees to use good faith commercially reasonable efforts to replace or repair:
    - i) failed street lights at critical locations; or
    - ii) failed street lighting circuits at any location, as the case may be, as soon as possible. The location of the critical street lights will be agreed to by both Parties.
  - c) **Underground Breaks:** As a minimum, the Company will provide a temporary overhead repair within two (2) weeks of an identified or reported outage. Underground breaks identified during the summer months of April 15<sup>th</sup> to September 15<sup>th</sup> will be repaired (underground) by October 31<sup>st</sup> of the current summer construction period. A permanent repair will be made by October 31<sup>st</sup> of the next year if the outage is identified between the winter months of September 15<sup>th</sup> to April 15<sup>th</sup>.
  - d) **Street light Painting:** The Company will provide a regular street light “painting” patrol as part of its Street light inspection program. The Municipality may request that it participates in select street light inspection patrols and may review the results of the street light inspection program. Street lights that are identified as requiring immediate work through the Street light inspection program will be re-painted by October 31st of the next maintenance season.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	

- e) **Street light Pole Test Program:** Street lights will be tested at least every nine (9) years as part of the Company’s Pole Test Program. This program will identify poles that need to be replaced and those that should be treated. This replacement and treatment work will be completed by October 31<sup>st</sup> of the next summer maintenance season.
- f) **Street light Patrols:** The Company will include regular street light inspection patrols as part of its inspection of equipment and lines, as specified in the Alberta Electrical Utility Code.

2) On an annual basis, the Company will provide the Municipality with:

- i) the number of “lights-out” identified from the street light patrols;
- ii) the number of temporary overhead repairs of street lights at year-end; and
- iii) the number of permanent underground repairs of street lights made during the year.

	<b>Initials</b>
<b>Municipality</b>	
<b>Company</b>	



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

Net Balance at End of Previous Month	\$	13,749,885.12
ADD: General Receipts (summarized below)		971,049.51
Interest Earned (Prime 7.20% less 1.60% = 5.60%)		62,334.54
Investments Matured		-
SUBTOTAL		14,783,269.17
LESS: General Disbursements		1,620,810.13
Payroll		304,391.69
Investments		-
Debenture Payments		-
Returned Cheques		1,337.56
Bank Charges		194.72
SUBTOTAL		1,926,734.10
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>12,856,535.07</b>
Balance at End of Month - Bank		13,031,823.80
ADD: Outstanding Deposits		21,189.86
LESS: Outstanding Cheques		196,478.59
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>12,856,535.07</b>
<b>INVESTMENTS:</b>		
US Bank Account		500,826.71
US Bank Interest		387.83
SUBTOTAL		501,214.54
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$</b>	<b>13,357,749.61</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 19th DAY OF December, 2023

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	332,258
4	Utility	AR	287,212
5	Library	Salary Reversal	27,429
6	BOT	Salary Reversal	36,868
7	Credit Union	Profit Share	3,301
8	SRC	Minor Hockey	21,630
9	AE Kennedy	Rent	17,493
10	Atco Electric	Franchise Fee	66,321
11	Apex	Franchise Fee	72,977
12	Other		105,561
13		Total	971,050

2023 Budget Summary - November 30, 2023

Revenue	2023 Budget	2023 Actual - Nov 30, 2023	Variance	%	Notes
Administration	\$372,020.00	\$378,409.72	-\$6,389.72	101.72%	Sale of Lot / AT Project En
	Inter Dept Utility Transfer - \$250,000)				
Police	\$873,314.00	\$74,691.23	\$798,622.77	8.55%	MSI Operating - \$104,896
	Traffic Fines - Budget - \$60,000 - Actual - \$50,671 - 84%				
	Provincial Grant - \$347,616				
	Community Resource Program - Clearview \$40,000 / County - \$64,802				
Fire	\$803,811.00	\$294,340.17	\$509,470.83	36.62%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$105,131.59	\$8,568.41	92.46%	
	Business Licenses Budget - \$90,000 - Actual \$95,322.30 / Animal License Budget \$21,700 - Actual \$21,855				
Roads, Streets, Walks, Lights	\$389,535.00	\$78,202.84	\$311,332.16	20.08%	
Airport	\$24,880.00	\$10,841.06	\$14,038.94	43.57%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,743,296.00	\$2,761,279.26	\$982,016.74	73.77%	
	Metered sale of water (Budget - \$2,011,231 - Actual \$1,536,151.72 - 76% - end of October 83%)				
	Metered out of Town (Budget - \$1,150,275 - Actual \$1,121,541 - 98% - end of October 83%)				
	Bulk water - Budget - \$40,000 - Actual - \$35,736.74 - 64%				
Sewer	\$1,039,069.00	\$767,289.92	\$271,779.08	73.84%	
	Sewer Service Charges (Budget - \$927,049 - Actual \$747,096 = 81% - end of October 83%)				
Garbage Collection & Disposal	\$863,391.00	\$701,626.81	\$161,764.19	81.26%	SWMA haul rebate - \$26,351
	Residential Garbage Revenue (Budget - \$651,840 - Actual \$529,255 = 81% - end of October 83%)				
	Recycling Revenue (Budget - \$178,200 - Actual \$148,609 = 83% - end of October 83%)				
FCSS	\$157,148.00	\$123,164.75	\$33,983.25	78.38%	
Cemetery	\$23,600.00	\$42,269.70	-\$18,669.70	179.11%	
Planning & Development	\$241,851.00	\$43,851.59	\$197,999.41	18.13%	
	Building Permits (Budget - \$30,000 - Actual - \$30,849)				
Economic Development - BOT	\$142,170.00	\$149,804.34	-\$7,634.34	105.37%	
Subdivision Land	\$500.00	\$1,800.00	-\$1,300.00	360.00%	Subdivision Fees
Land, Housing & Rentals	\$279,514.00	\$241,903.10	\$37,610.90	86.54%	
	AE Kennedy Health Unit - \$206,234				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$3,000.00	\$5,271.50	-\$2,271.50	175.72%	
Recreation Programs	\$25,418.00	\$25,340.57	\$77.43	99.70%	Ball / Soccer
Facilities	\$1,567,346.00	\$612,180.32	\$955,165.68	39.06%	County / Pool / SRC
Community Hall	\$66,500.00	\$31,589.43	\$34,910.57	47.50%	
Senior's Center	\$21,750.00	\$14,938.25	\$6,811.75	68.68%	\$6000 Casino
Parks	\$226,746.00	\$164,258.53	\$62,487.47	72.44%	
	Lions Campground - Budget - \$120,000 - actual - \$141,184 = 118%				
Operating Contingency	-\$5,615.00	\$0.00	-\$5,615.00	0.00%	
Taxes / Penalties	\$9,012,985.00	\$8,994,027.31	\$18,957.69	99.79%	
Other Revenue	\$2,188,430.00	\$2,257,128.96	-\$68,698.96	103.14%	
	Franchise Fee - GAS (Budget - \$1,216,030 - Actual \$845,932 = 70% - end of October 83%)				
	Franchise Fee - ELECTRIC (Budget - \$764,000 - Actual \$657,674 = 86% - end of October 83%)				
	Return on Investments (Budget - \$140,000 - Actual - \$656,585)				
<b>Total Revenue</b>	<b>\$22,174,359.00</b>	<b>\$17,879,340.95</b>	<b>\$4,295,018.05</b>	<b>80.63%</b>	

Expense	2023 Budget	2023 Actual - Nov 30, 2023	Variance	%	Notes
Council & Legislative	\$223,450.00	\$187,738.80	\$35,711.20	84.02%	
Council Honorarium (Budget - \$154,450)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$13,125 = 82%)					
Administration	\$1,255,298.00	\$917,024.49	\$338,273.51	73.05%	
Police	\$1,557,191.00	\$1,488,805.74	\$68,385.26	95.61%	
RCMP - Contract Billings (\$1,419,564)					
Fire	\$1,326,570.00	\$473,906.55	\$852,663.45	35.72%	
Disaster Services	\$44,711.00	\$369.26	\$44,341.74	0.83%	
Bylaw Enforcement	\$192,954.00	\$145,870.73	\$47,083.27	75.60%	
Common Services	\$272,111.00	\$284,895.70	-\$12,784.70	104.70%	
Roads, Streets, Walks, Lights	\$2,292,254.00	\$1,893,063.43	\$399,190.57	82.59%	
Airport	\$69,989.00	\$29,017.48	\$40,971.52	41.46%	
Water Supply & Distribution	\$3,704,380.00	\$2,547,727.86	\$1,156,652.14	68.78%	
Sewer	\$775,310.00	\$521,321.99	\$253,988.01	67.24%	
Garbage Collection & Disposal	\$792,848.00	\$584,898.94	\$207,949.06	73.77%	
FCSS	\$196,435.00	\$203,064.69	-\$6,629.69	103.38%	
Cemetery	\$65,160.00	\$42,074.59	\$23,085.41	64.57%	
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	100.00%	
Planning & Development	\$618,611.00	\$433,282.77	\$185,328.23	70.04%	
Economic Development	\$633,077.00	\$453,425.37	\$179,651.63	71.62%	
Subdivison Land	\$54,580.00	\$68,422.22	-\$13,842.22	125.36%	
Land, Housing & Rentals	\$45,603.00	\$27,782.69	\$17,820.31	60.92%	
Recreation - General	\$147,690.00	\$132,342.62	\$15,347.38	89.61%	
Recreation Programs	\$81,300.00	\$81,711.36	-\$411.36	100.51%	
Facilities	\$3,217,165.00	\$2,291,024.44	\$926,140.56	71.21%	
Culture	\$351,856.00	\$408,112.56	-\$56,256.56	115.99%	(\$59,000 PAC Upgrades)
Community Hall	\$132,299.00	\$74,079.18	\$58,219.82	55.99%	
Senior's Center	\$13,280.00	\$11,654.28	\$1,625.72	87.76%	
Parks	\$803,034.00	\$515,973.63	\$287,060.37	64.25%	
Operating Contingency	\$579,858.00	\$0.00	\$579,858.00	0.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$200,000) (JE made at end of year prior to Audit)					
Available for Capital from 2023 Operating Budget for 2023 Capital Budget - \$779,858 (Water \$38,916 + Utility \$334,302 (sewer, waste, recycling) + Total Available for Capital - \$406,640) = \$779,858					
Requisitions	\$2,702,345.00	\$2,168,651.13	\$533,693.87	80.25%	
ASFF (Budget - \$2,164,542 - Actual - \$1,664,993 - 77%)					
ASFF Separate School (Budget - \$164,503 - Actual - \$130,428 - 79%)					
County of Stettler Senior Lodges (Budget - \$373,300 - Actual - \$373,300 - 100%)					
<b>Total Expense</b>	<b>\$22,174,359.00</b>	<b>\$16,011,242.50</b>	<b>\$6,163,116.50</b>	<b>72.21%</b>	
<b>Surplus / Deficit</b>	<b>\$0.00</b>	<b>\$1,868,098.45</b>			

Town of Stettler  
2023 Capital Budget Summary

30-Nov-23

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2023 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses Nov 30, 2023	Utility (Water) Avail for Capital 2023 Interim Operating Budget (Rates) \$38,916	Utility (other) Avail for Capital 2023 Interim Operating Budget (Rates) \$334,302	Available for Capital 2023 Interim Operating Budget (taxes) \$406,640	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2023 Operating Budget	Debtenture / Local Improvement	Grants - MSI \$649,945	Grants - Canada Building Community Fund (FGT) \$372,605	Grants - BMTG Cancelled in 2022 - \$0.00	Other	Total
<b>Operating Capital Projects included in 2023 Interim Operating Budget</b>																	
Op-tran 2-32-09-00-03-244	Pathway rehab (2017 council direction)-\$50,000		Operating Budget														\$0.00
Op-tran 2-32-09-00-00-244	Sidewalk replacement program (yearly) - \$75,000		Operating Budget														\$0.00
<b>2023 Capital Budget - Operational Projects (non TCA)</b>																	
Strategic Plan 2-12-02-00-01-252	Entrance Signs Upgrades	\$64,000.00	\$62,000	\$2,000.00				\$64,000.00									\$64,000.00
Strategic Plan 2-12-02-00-02-252	Internal Meeting Room	\$7,341.70	\$13,000	-\$5,658.30	\$7,197.58			\$7,341.70									\$7,341.70
ADM - GIS 2-61-04-00-01-252	Office Plotter	\$16,700.00	\$20,000	-\$3,300.00	\$16,700.00			\$9,996.71		\$6,703.29	GIS System						\$16,700.00
ADM - Comp 2-61-05-00-01-252	Server Upgrade	\$12,724.61	\$18,000	-\$5,275.39	\$12,724.61					\$12,724.61	Computer						\$12,724.61
ADM - Comp 2-61-05-00-00-252	Computer replacement program (SRC)	\$14,005.23	\$14,000	\$5.23	\$14,005.23		\$14,005.23										\$14,005.23
FIRE 2-23-02-00-02-561	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000				\$100,000.00										\$100,000.00
Op-tran 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000		\$28,129.00			\$55,000.00									\$55,000.00
Op-fire 2-32-09-00-04-244	Pathway Program (new construction)	\$128,500.00	\$100,000	\$28,500.00	\$105,081.44		\$64,182.86	\$28,500.00		\$35,817.14	Walking Pathway						\$128,500.00
Op-tran 2-32-21-00-03-536	Pavement patching - 53rd street trench	\$149,548.00	\$150,000	-\$452.00	\$134,442.41		\$149,548.00										\$149,548.00
PW 2-32-21-00-06-536	Christmas decorations	\$18,132.62	\$20,000	-\$1,867.38	\$18,132.62					\$18,132.62	Culture (\$129,256)						\$18,132.62
Airport 2-33-00-00-01-252	Airport GPS recertification	\$13,400.00	\$14,000	-\$600.00	\$13,400.00					\$13,400.00	Airport Capital						\$13,400.00
WTP 2-41-01-00-10-252	PCL (programmable logic controller)	\$300,000.00	\$300,000		\$96,228.50	\$144,454.79				\$155,545.21	WTP reserve						\$300,000.00
WTP 2-41-01-00-11-252	Auto transfer switch	\$40,000.00	\$40,000			\$40,000.00											\$40,000.00
WTP 2-41-01-00-12-252	Chlorine tonner switch	\$66,909.49	\$80,000	-\$13,090.51	\$66,909.49	\$66,909.49											\$66,909.49
WTP 2-41-01-00-13-252	Make up air unit	\$50,000.00	\$50,000		\$21,463.66	\$50,000.00											\$50,000.00
Sewer 2-42-00-00-02-583	Receiving water body quality assessment	\$50,000.00	\$50,000			\$50,000.00											\$50,000.00
SRC 2-73-11-02-06-239	Arena - Rink board replacements for both sides including player, penalty and bench areas	\$362,252.55	\$386,000	-\$23,747.45	\$362,252.55					\$362,252.55	County Partnership						\$362,252.55
SRC 2-73-11-02-07-239	Concession - 2 convection ovens and electrical upgrades	\$17,000.00	\$17,000			\$17,000.00											\$17,000.00
SRC 2-73-11-02-05-239	Arena - Brine filtering system and fluid cooler line piping	\$30,916.92	\$32,000	-\$1,083.08	\$30,916.92					\$30,916.92	County Partnership						\$30,916.92
SRC 2-73-13-03-05-252	Pool - Blind replacement (electrical) and whirlpool manual	\$15,000.00	\$15,000	\$0.00						\$15,000.00	County Partnership						\$15,000.00
Parks 2-77-02-00-03-519	Top dressing spreader	\$10,800.00	\$10,800	\$0.00	\$279.96	\$10,800.00											\$10,800.00
Parks 2-77-92-00-01-519	Spray Park - Discharge Pump and electrical	\$12,000.00	\$12,000	\$0.00	\$3,211.36	\$12,000.00											\$12,000.00
Parks 2-77-02-00-04-519	Bobcat attachment - broom & auger bits	\$13,013.50	\$12,000	\$1,013.50	\$13,013.50		\$13,013.50										\$13,013.50
Parks 2-77-03-00-01-519	Campground - Furnace & hot water tank	\$11,500.00	\$11,500			\$11,500.00											\$11,500.00
Hall 2-74-14-00-03-252	Hot water tank replacement	\$10,000.00	\$10,000							\$10,000.00	culture						\$10,000.00
culture 2-74-99-91-00-764	Culture reserve account	\$15,000.00	\$15,000			\$15,000.00											\$15,000.00
<b>Addition</b>	Rosedale Playground - Kin Club Partnership	\$120,000.00	\$0			\$120,000.00											\$120,000.00
<b>Addition</b> 2-73-11-02-08-239	SRC - Grant purposes engineering- funding from WSP Planning	\$5,000.00	\$50,000	-\$45,000.00	\$5,000.00			\$5,000.00									\$5,000.00
<b>Addition</b> 2-74-01-00-00-770	Banner - Stettler Music Festival	\$1,259.68	\$1,500	-\$240.32	\$1,259.68					\$1,259.68	culture						\$1,259.68
<b>2023 Capital Budget - Operational Projects (non TCA)</b>		\$1,710,004.30	\$1,658,800.00	-\$68,795.70	\$950,348.51	\$421,364.28	\$457,049.59	\$169,838.41	\$0.00	\$661,752.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,710,004.30
<b>2023 Capital Budget - Capital Projects (TCA)</b>																	
FIRE 2-23-02-00-02-561	Replace Deputy Fire Chief Truck (2023 - \$94,000) - Reserve in 2022 - County Invoice 2023	\$0.00	\$94,000	-\$94,000.00				\$0.00		\$0.00	Fire Reserve				\$0.00	County	\$0.00
FIRE 2-23-02-00-02-561	Replace Fire Chief Truck (2023 - \$94,000) - Reserve 2022 - County Invoice 2023	\$94,000.00	\$94,000					\$47,000.00		\$47,000.00	Fire Reserve				\$0.00	County	\$94,000.00
Roads 6-32-21-10-05-610	2024 - \$200,000 - 48th Ave cost share on Paving (Wellings)	\$1,615.49	\$200,000	-\$198,384.51	\$1,615.49					\$0.00	Land Development	\$1,615.49					\$1,615.49

Roads	6-32-21-10-03-610 CAP-15649	50th Street overlay (48-49ave)	\$166,418.00	\$185,000	-\$18,582.00	\$141,244.25	\$94,688.30												\$71,729.70				\$166,418.00
Airport	6-33-00-00-10-610	Airport runway - (2024) - secure STIP funding - \$1,976,000 - \$1,482,000 STIP - Town - \$247,000 / County \$247,000	\$5,265.00	\$1,976,000	-\$1,970,735.00	\$5,265.00	\$5,265.00	\$0.00													\$0.00	STIP Grant \$1,482,000 / County = \$247,000	\$5,265.00
Water	6-41-11-10-13-610 CAP-15650 CCBF-2290	Water main cast iron replacement on 50ave between 45-46 and 43-44 street	\$564,576.98	\$525,000	\$39,576.98	\$564,576.98													\$213,197.83	\$351,379.15			\$564,576.98
Water	6-41-14-20-01-620 - CAP-15651, CCBF2293	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210) - January 10, 2022 - Carry forward balance - Melissa - \$149,490 - 2023 - Funding (\$136,620.21 = \$149,490-\$12,869.79) used to fund Reservoir in 2023 - Melissa - Dec 22, 2022	\$800,000.00	\$800,000		\$26,308.42													\$200,000.00	\$600,000.00			\$800,000.00
PW	6-31-11-00-31-630	Loader	\$282,200.00	\$325,000	-\$42,800.00	\$282,200.00	\$19,000.00	\$138,000.00	\$125,200.00														\$282,200.00
PW	6-31-11-30-14-630	Backhoe	\$253,988.00	\$253,988	\$0.00	\$96,663.00		\$133,988.00													\$120,000.00	Trade In	\$253,988.00
PW	6-31-11-50-01-650	2 - 1/2T Trucks	\$106,493.00	\$120,000	-\$13,507.00	\$106,493.00	\$70,000.00	\$36,493.00															\$106,493.00
PW	6-31-11-00-32-630	Skid Steer	\$33,936.00	\$55,000	-\$21,064.00	\$33,936.00	\$33,936.00																\$33,936.00
PW	6-31-11-30-13-630	Sander - truck mount	\$9,342.28	\$15,000	-\$5,657.72	\$9,342.28	\$9,342.28																\$9,342.28
Sewer	6-42-00-00-12-610 (CAP15652) CCBF-2291	Lift station Upgrades - from 2022 carry forwards	\$700,200.00	\$600,000	\$100,200.00	\$40,480.41	\$100,200.00												\$300,000.00	\$300,000.00			\$700,200.00
SRC	6-73-11-30-08-630	Fitness - Treadmill	\$11,000.00	\$11,000	\$0.00					\$11,000.00	County Partnership												\$11,000.00
	6-56-00-60-01-660	New - columbarium	\$37,282.00	\$37,282	\$0.00	\$21,941.00		\$37,282.00															\$37,282.00
<b>2023 Capital Budget - Capital Projects (TCA)</b>			<b>\$3,066,316.75</b>	<b>\$5,291,270.00</b>	<b>-\$2,224,953.25</b>	<b>\$1,330,065.83</b>	<b>\$0.00</b>	<b>\$327,166.58</b>	<b>\$398,028.00</b>	<b>\$125,200.00</b>	<b>\$58,000.00</b>	<b>\$0.00</b>	<b>\$1,615.49</b>	<b>\$0.00</b>	<b>\$784,927.53</b>	<b>\$1,251,379.15</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,066,316.75</b>
<b>2023 Total Capital Budget</b>			<b>\$4,776,321.05</b>	<b>\$6,950,070.00</b>	<b>-\$2,293,748.95</b>	<b>\$2,280,414.34</b>	<b>\$421,364.28</b>	<b>\$784,216.17</b>	<b>\$567,866.41</b>	<b>\$125,200.00</b>	<b>\$719,752.02</b>	<b>\$0.00</b>	<b>\$1,615.49</b>	<b>\$0.00</b>	<b>\$784,927.53</b>	<b>\$1,251,379.15</b>	<b>\$0.00</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,776,321.05</b>
<b>Council Motion - 23:01:03 (\$6,986,288)</b>			<b>\$6,861,288.00</b>	<b>47.74%</b>				\$779,858.00	\$1,773,446.86														\$4,776,321.05
<b>2023 Capital Additions</b>			<b>\$208,782.00</b>																				\$0
<b>Total 2023 Capital Budget</b>			<b>\$7,070,070.00</b>																				
<b>Difference (Actual vs Council Budget)</b>			<b>-\$2,293,749</b>																				

		2022 Carry Forward																	
		Brought forward from 2022 Budget Carry Forward	2022 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses Nov 30, 2023	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves		2022 Operating Budget	Debtenture / Local Improvement	Grants - MSI	Grants - Canada Building Community Fund (FGT)	Grants - BMTG Cancelled in 2022	Other	Total	
<b>2022 Carry Forward - Operational Projects (non TCA)</b>																			
ADM	2-12-04-00-05-252	Community Builders (pre build 10 hearts) - carry forward -\$25,000 (hearts expected in April 2023 - Steve Dec 28, 2022)	\$18,900.00	\$25,000	-\$6,100.00	\$18,900.00					\$18,900.00	Culture							\$18,900.00
HUB	2-73-11-02-03-239	Undercounter ice making machine - carry forward \$4000 to 2023 - Brad - Dec 22, 2022	\$4,000.00	\$4,000		\$4,000.00					\$4,000.00	Senior Centre							\$4,000.00
SRC	2-73-11-02-04-239	Arena Scorelock replacement (both) with blue tooth consoles with dressing room timers - carry forward \$44,010 to 2023 - Brad - Dec 22, 2022	\$44,010.00	\$44,010		\$44,010.00			\$44,010.00										\$44,010.00
Pool	2-73-13-03-03-252	Mechanical room replacement components - carry forward \$15000 to 2023 - Brad - Dec 22, 2022	\$15,000.00	\$15,000					\$15,000.00										\$15,000.00
Park	2-77-82-00-01-519	Ball diamond backstop fence (2 diamonds) - 2023 - \$10,000 - 2022 carry forward - \$5000 to 2023 - Brad - Dec 22, 2022	\$9,646.00	\$9,646							\$9,646.00	Chain Link Fence							\$9,646.00
Plan	2-61-02-00-06-239	SE ASP (\$200,000 regional grant with County) - carry forward project (\$200,000 - \$54,649.06 = \$145,350.94) to 2023 - Leann Dec 19, 2022	\$145,350.94	\$145,350.94		\$4,608.90											\$145,350.94	\$200,000 Grant (County)	\$145,350.94
parks	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature - 2021 Carry Forward \$50,000 to 2022 - Greg - January 6, 2022 - carry forward \$50,000 to 2023 - Brad - Dec 22, 2022 - March 22, 2023 - Greg/Brad - use \$50,000 funding for SRC Grant Engineering - create new code - 2-73-11-02-08-239	\$0.00	\$0.00				\$0.00											\$0.00
<b>2022 Carry Forward - Operational Projects (non TCA)</b>			\$236,906.94	\$243,006.94	-\$6,100.00	\$71,518.90	\$0.00	\$0.00	\$0.00	\$59,010.00	\$32,546.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,350.94	\$0.00	\$236,906.94
<b>2022 Carry Forward - Capital Projects (TCA)</b>																			
FIRE	6-23-00-10-00-610	Fire Hall Traffic Signals - carry forward \$15,000 (1/2 County) to 2023 - Etienne - Dec 20, 2022	\$15,000.00	\$15,000				\$7,500.00									\$7,500.00	County	\$15,000.00
FIRE	6-23-00-00-30-630	2 way radio system replacement AFRRCS (Alberta 1st Responder Communication System) in 2021 - Tender in Dec 2021 - Carry Forward Balance (\$180,450) to 2022 for tender approval - Mark - January 7, 2022 - 2023 carry forward \$180,450 - delivery in 2023 - Etienne - Dec 20, 2022	\$167,986.24	\$180,450	-\$12,463.76	\$167,986.24		\$47,686.24			\$120,300.00	Fire Capital Reserve							\$167,986.24
OP	6-32-21-10-15-610	44 Avenue overlay from Hwy 12 to 38St - CAPP Engineering - carry forward \$7,500 for final Engineering - Melissa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00										\$7,500.00
Equip	6-31-11-00-50-650	2 - Pick-up trucks - carry forward - twender in 2023 - updated budget \$120,000 - Melissa - Dec 22, 2022	\$113,948.00	\$120,000	-\$6,052.00	\$76,660.90		\$63,948.00			\$50,000.00	Common Services - Equipment							\$113,948.00
Equip	6-31-11-00-33-630	Hydovac - CAP-15653 - delivery in 2023 - carry forward - \$639,900 - delivery in 2023 - Melissa - Dec 22, 2022	\$640,249.00	\$639,900	\$349.00	\$640,249.00		\$40,249.00					\$600,000.00						\$640,249.00
Equip	6-31-11-30-15-630	Trailer mounted flusher - delivery in 2023 - carry forward \$178,408 - delivery in 2023 - Melissa - Dec 22, 2022	\$178,408.00	\$178,408		\$178,428.00		\$178,408.00											\$178,408.00
SRC	6-77-81-10-00-610	Outdoor arena refurbishment (new boards - \$104,210) - installation in 2023 - carry forward - \$52,105 to 2023 - delivery in 2023 - Brad - Dec 22, 2023	\$104,210.00	\$104,210		\$52,105.00			\$104,210.00										\$104,210.00
Park	6-77-02-30-01-630	Toro mower replacement -tender in 2023 - carry forward - \$96,000 - retender in 2023 - Brad - Dec 22, 2022	\$96,000.00	\$96,000					\$96,000.00										\$96,000.00

2020 MSP	6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st-south side only) - Carry Forward Balance to 2022 - Melissa January 7, 2022 (\$842,611.75-\$442,526.24 = \$400,085.51 carry forward - 2023 carry forward \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00										\$7,500.00
Op	6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services) - Carry Forward \$40,000 - Melissa - January 7, 2022 - 2023 carry forward - \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00										\$7,500.00
Water	6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave - project delayed due to supply issues and telus line - Carry Forward Balance (\$280,000-\$24,656.34 = \$255,353.66 - Melissa - January 7, 2022 - 2023 carry forward - \$7,500 for final engineering - Meliisa - Dec 22, 2022	\$7,500.00	\$7,500					\$7,500.00										\$7,500.00
Op	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81) - January 10, 2022 - Melissa - carry forward balance - \$44,715.19-\$16,699.57 = \$28,015.62 - 2023 carry forward \$15,000 for signs and planters	\$15,000.00	\$15,000.00				\$15,000.00											\$15,000.00
																			\$0.00
<b>2022 Carry Forward - Capital Projects (TCA)</b>			<b>\$1,360,801.24</b>	<b>\$1,378,968.00</b>	<b>-\$18,166.76</b>	<b>\$1,115,429.14</b>	<b>\$0.00</b>	<b>\$47,686.24</b>	<b>\$305,105.00</b>	<b>\$230,210.00</b>	<b>\$170,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$600,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,500.00</b>	<b>\$0.00</b>	<b>\$1,360,801.24</b>
<b>2023 Total Carry Forwards</b>			<b>\$1,597,708.18</b>	<b>\$1,621,974.94</b>	<b>-\$24,266.76</b>	<b>\$3,467,362.38</b>	<b>\$0.00</b>	<b>\$47,686.24</b>	<b>\$305,105.00</b>	<b>\$289,220.00</b>	<b>\$202,846.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$600,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$152,850.94</b>	<b>\$0.00</b>	<b>\$1,597,708.18</b>
<b>2023 Total Capital Budget (including Carry Forwards)</b>			<b>\$6,374,029.23</b>	<b>\$8,572,044.94</b>	<b>-\$2,311,915.71</b>	<b>54.40%</b>	<b>\$421,364.28</b>	<b>\$831,902.41</b>	<b>\$872,971.41</b>	<b>\$414,420.00</b>	<b>\$922,598.02</b>	<b>\$1,615.49</b>	<b>\$0.00</b>	<b>\$1,384,927.53</b>	<b>\$1,251,379.15</b>	<b>\$0.00</b>	<b>\$272,850.94</b>		<b>0.00</b>
<b>2023 Total Capital Budget Difference From Budget to Actual</b>				<b>-\$2,198,015.71</b>	<b>-\$2,169,119.51</b>	<b>-\$28,896.20</b>			<b>\$2,126,238.10</b>		<b>\$1,337,018.02</b>			<b>\$1,447,778.78</b>	<b>\$1,204,596.88</b>	<b>\$0.00</b>			
									<b>Total Reserves</b>		<b>\$3,463,256.12</b>			<b>Total Grants Avail</b>	<b>\$1,447,778.78</b>	<b>\$1,204,596.88</b>	<b>\$0.00</b>		
													<b>Balance - 31/12/23</b>	<b>\$62,851.25</b>	<b>-\$46,782.27</b>	<b>\$0.00</b>			

Town of Stettler

2023 Reserves

30-Nov-23

Capital Reserves		31-Dec-20	31-Dec-21	31-Dec-22	2023 Additions	2023 Deletions	31-Dec-23
4-16-00-00-12-760	Computer	-\$0.26	\$26,899.74	\$53,799.74		-\$12,724.61	\$41,075.13
4-16-00-00-24-760	Disaster Services	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-00-31-760	Chain Link Fence	\$9,646.00	\$9,646.00	\$9,646.00		-\$9,646.00	\$0.00
4-16-00-00-43-760	Compost Bins/Pads	\$2,880.20	\$2,880.20	\$2,880.20			\$2,880.20
4-16-00-00-56-760	Cemetery	\$2,497.40	\$2,497.40	\$2,497.40			\$2,497.40
4-16-00-00-61-760	GIS System	\$6,703.29	\$6,703.29	\$6,703.29		-\$6,703.29	\$0.00
4-16-00-01-23-760	Fire Capital	\$670,598.99	\$770,598.99	\$917,598.99	\$100,000.00	-\$167,300.00	\$850,298.99
4-16-00-03-74-760	Senior Centre	\$19,250.00	\$19,250.00	\$19,250.00		-\$4,000.00	\$15,250.00
4-16-00-01-31-760	Common Service - Equipment	\$73,188.73	\$52,172.73	\$61,852.39		-\$50,000.00	\$11,852.39
4-16-00-02-32-760	Streets Improvement	\$10,200.00	\$10,200.00	\$10,200.00			\$10,200.00
4-16-00-01-33-760	Airport Capital	\$14,527.72	\$14,527.72	\$14,527.72		-\$13,400.00	\$1,127.72
4-16-00-01-37-760	Drainage	\$54,581.72	\$54,581.72	\$54,581.72			\$54,581.72
4-16-00-01-74-760	Community Hall	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-01-77-760	Campground Expansion	\$20,986.21	\$20,986.21	\$20,986.21			\$20,986.21
4-16-00-02-77-760	ML Sport Park	\$16,418.68	\$16,418.68	\$16,418.68			\$16,418.68
4-16-00-03-32-760	Cemetery Road	\$148,342.90	\$148,342.90	\$148,342.90			\$148,342.90
4-16-00-03-73-760	Recreation Agreement	\$533,800.00	\$800,700.00	\$1,067,600.00	\$266,900.00	-\$419,169.47	\$915,330.53
4-16-00-02-41-760	WTP (membranes replacement)	\$22,545.21	\$205,545.21	\$255,545.21	\$50,000.00	-\$155,545.21	\$150,000.00
4-16-00-03-41-760	Water Dispensing System	\$3,220.28	\$3,220.28	\$3,220.28			\$3,220.28
4-16-00-01-42-760	Sewer capital	\$13,900.00	\$13,900.00	\$13,900.00			\$13,900.00
4-16-00-05-77-760	Downtown Park	\$0.00	\$0.00	\$0.00			\$0.00
4-16-00-04-77-760	Fishing Pier	\$8,780.00	\$8,780.00	\$8,780.00			\$8,780.00
4-16-00-07-41-760	East Industrial Loop Water	\$3,893.82	\$3,893.82	\$3,893.82			\$3,893.82
<b>Total Capital Reserves</b>		\$1,635,960.89	\$2,191,744.89	\$2,692,224.55	\$416,900.00	-\$838,488.58	\$2,270,635.97

Operating Reserves		31-Dec-20	31-Dec-21	31-Dec-21	2023 Additions	2023 Deletions	31-Dec-23
4-15-00-00-21-700	RCMP Criminal Records Fee	\$70,938.20	\$62,263.70	\$70,009.95			\$70,009.95
4-15-00-00-23-700	Rescue Unit	\$180,856.90	\$213,628.68	\$233,338.21			\$233,338.21
4-15-00-00-31-700	Land Farmed Site	\$7,650.00	\$7,650.00	\$7,650.00			\$7,650.00
4-15-00-00-32-700	Walking Path	\$35,817.14	\$35,817.14	\$35,817.14		-\$35,817.14	\$0.00
4-15-00-00-43-700	Landfill Site Maintenance	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-00-42-700	Sewer General	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-00-56-700	Perpetual Care Fund	\$55,144.08	\$66,294.08	\$70,544.08			\$70,544.08
4-15-00-00-61-700	West Stettler Planning	\$3,746.93	\$3,746.93	\$3,746.93			\$3,746.93
4-15-00-00-64-700	BOT - Community Events	\$47,609.24	\$47,609.24	\$47,609.24			\$47,609.24
4-15-00-06-64-700	BOT Events	\$3,477.98	\$3,477.98	\$3,477.98			\$3,477.98
4-15-00-00-69-700	Building Maintenance	\$37,400.00	\$39,600.00	\$41,800.00			\$41,800.00
4-15-00-00-73-700	SRC - Building Maintenance	\$9,210.47	\$9,210.47	\$9,210.47			\$9,210.47
4-15-00-00-74-700	Culture	\$128,203.17	\$126,753.17	\$129,256.17	\$15,000.00	-\$48,292.30	\$95,963.87
4-15-00-00-97-700	General	\$2,147,258.24	\$2,441,808.40	\$3,055,727.06		-\$414,420.00	\$2,641,307.06
4-16-00-01-12-760	Office Building Software	\$2,825.15	\$2,825.15	\$2,825.15			\$2,825.15
4-15-00-01-21-700	RCMP Contract	\$325,230.38	\$399,631.67	\$532,087.47			\$532,087.47
4-15-00-01-23-700	Fire - Telus Tower	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-31-700	Salt Shed	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-01-32-700	Street Light Replacement	\$97,899.84	\$97,899.84	\$97,899.84			\$97,899.84
4-15-00-01-64-700	Beautification	\$13,138.98	\$13,138.98	\$13,138.98			\$13,138.98
4-15-00-01-41-700	Coat Exterior Reservoir	\$40,000.00	\$40,000.00	\$587.00			\$587.00
4-15-00-01-42-700	Sewer Offsite	\$286,918.90	\$286,918.90	\$286,918.90			\$286,918.90
4-15-00-01-61-700	SE Industrial Plan	\$50,000.00	\$50,000.00	\$0.00			\$0.00



4-15-00-01-66-700	Land Development	\$1,071,554.77	\$1,071,554.77	\$1,071,554.77			\$1,071,554.77
4-15-00-01-73-700	Playground Program	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-01-77-700	Tree maintenance	\$5,950.00	\$5,950.00	\$5,950.00			\$5,950.00
4-15-00-01-69-700	Health Unit	\$12,500.00	\$12,500.00	\$12,500.00			\$12,500.00
4-15-00-01-74-700	Seniors HUB	\$4,589.59	\$10,119.46	\$16,119.46			\$16,119.46
4-15-00-02-23-700	Regional Squad Unit	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-02-32-700	Gravel	\$35,300.00	\$35,300.00	\$35,300.00			\$35,300.00
4-15-00-02-61-700	Cold lake Survey	\$13,250.00	\$13,250.00	\$13,250.00			\$13,250.00
4-15-00-02-64-700	BOT - Physician Recruitment	\$5,491.00	\$5,491.00	\$5,491.00			\$5,491.00
4-15-00-02-73-700	SRC Projector System	\$2,712.06	\$2,712.06	\$2,712.06			\$2,712.06
4-15-00-02-77-700	Community Orchard	\$10,142.03	\$10,921.76	\$25,921.76			\$25,921.76
4-15-00-03-12-700	ARB	\$6,000.00	\$6,000.00	\$6,946.00			\$6,946.00
4-15-00-03-41-700	WTS Operations	\$129.09	\$129.09	\$129.09			\$129.09
4-15-00-03-61-700	Planning	\$50,223.88	\$22,936.70	\$72,936.70			\$72,936.70
4-15-00-05-64-700	Marketing Plan	\$20,000.00	\$0.00	\$0.00			\$0.00
4-15-00-03-64-700	Parade Float	\$0.00	\$0.00	\$0.00			\$0.00
4-15-00-04-64-700	Trade Show	\$95,007.05	\$95,007.05	\$95,007.05			\$95,007.05
4-15-00-04-77-700	In memorium	\$23,361.14	\$23,361.14	\$23,361.14			\$23,361.14
4-15-00-03-77-700	Memorial Park	\$4,864.44	\$4,864.44	\$4,864.44			\$4,864.44
4-15-00-04-32-700	Slurry Seal	\$3,942.42	\$3,942.42	\$3,942.42			\$3,942.42
4-15-00-05-41-700	Well Building	\$50,000.00	\$50,000.00	\$50,000.00			\$50,000.00
4-15-00-07-64-700	Economic Development Incentive		\$10,000.00	\$40,000.00			\$40,000.00
	Admin Sucession Planning	\$0.00	\$300,000.00	\$300,000.00			\$300,000.00
	PY - Vacation Accrual	\$0.00	\$163,058.00	\$163,058.00			\$163,058.00
	COVID Municipal Operating Support transfer (MOST)	\$607,693.00	\$198,718.75	\$0.00			\$0.00
4-15-00-06-41-700	Water Plant - Desludging	\$140,000.00	\$210,000.00	\$280,000.00	\$70,000.00		\$350,000.00
4-15-00-07-41-700	Water Plant - Small Equip Non TCA	\$50,000.00	\$46,374.88	\$96,374.88	\$75,000.00		\$171,374.88
<b>Total Operating Reserves</b>		<b>\$5,762,036.07</b>	<b>\$6,256,465.85</b>	<b>\$6,973,063.34</b>	<b>\$160,000.00</b>	<b>-\$498,529.44</b>	<b>\$6,634,533.90</b>
4-15-00-00-98-700	Utilities - Other	\$434,447.65	\$570,198.91	\$513,382.59	\$334,302.00	-\$831,902.41	\$15,782.18
4-15-00-00-96-700	Utilities - Water	\$499,292.44	\$380,696.29	\$391,529.49	\$38,916.00	-\$421,364.28	\$9,081.21
4-15-00-00-95-700	Contingency Reserve - Interim Budget - Available for Capital	\$215,346.04	\$355,417.67	\$527,611.76	\$406,640.00	-\$872,971.41	\$61,280.35
<b>Total Interim Budget - Available for Capital (rates /tax)</b>		<b>\$1,149,086.13</b>	<b>\$1,306,312.87</b>	<b>\$1,432,523.84</b>	<b>\$779,858.00</b>	<b>-\$2,126,238.10</b>	<b>\$86,143.74</b>
<b>Total Operating Reserves</b>		<b>\$6,911,122.20</b>	<b>\$7,562,778.72</b>	<b>\$8,405,587.18</b>	<b>\$939,858.00</b>	<b>-\$2,624,767.54</b>	<b>\$6,720,677.64</b>
<b>Total Capital &amp; Operating Reserves</b>		<b>\$8,547,083.09</b>	<b>\$9,754,523.61</b>	<b>\$11,097,811.73</b>	<b>\$1,356,758.00</b>	<b>-\$3,463,256.12</b>	<b>\$8,991,313.61</b>
							\$8,991,313.61

**TO:** Town of Stettler Council

**DATE:** 2024 12 19

**FROM:** Leann Graham  
CAO

## **CHIEF ADMINISTRATIVE OFFICER'S REPORT – NOVEMBER 2023**

### **CAO – LEANN GRAHAM**

#### 1. Meetings:

- Town Council
- Committee of The Whole
- Staff and Department Head
- Daily Office Meetings
- Weekly Meetings with Mayor Nolls
- General Administrative Staff Meetings
- Administration Office Interviews
- Joint Health and Safety Committee
- Stettler Regional Board of Trade
- Planning & Development Operational Meeting
- Fire Agreement Meetings
- Board of Trade Council Executive and Ex-Officio Meeting
- No Stone Left Alone
- Purchasing Policy Review with all Department Heads
- Asset Management System Demo
- Stettler Regional Board of Trade Executive Director
- Joint Town and County Council Meeting
- Seasonal Staff Party Planning Meetings
- SREMA
- EAI Meeting re: Energy Rates
- Homesteaders Park Dedication
- Union Negotiations Prep Meeting
- Budget Implication Meetings
- Emergency Management Staff
- Bylaw Enforcement Staff Meeting
- Information Services Staff Meeting
- Water/Wastewater Agreement
- RCMP Staff Sergeant Meeting

#### 2. Projects:

- Fire Services Agreement
- Town of Stettler Recycling Statistics and EPR Program
- Airport Rehabilitation Funding
- Alberta Environment Agreements
- Staff Safety Initiatives
- Board of Trade Policy Review
- SRC Agreement Review

- Budget
- Emergency Management
- ICS Training – Organizational Inventory and Review
- Tax Incentive Bylaw Review
- Development Officer Training/Mentorship
- Administrative and Staff Matters
- Ratepayer and Community Partner Matters

### **ASSISTANT CAO – STEVEN GERLITZ**

3. Meetings attended included: Council, Staff, Department Head, Economic Development Committee, Small Community Opportunity Program Webinar, Energy Associates International (EAI) Power and Gas), Homesteaders Park Dedication Ceremony, Union Budget Implications (Internal)

4. Projects worked on included:

- 2024 Interim Budget
- 2023 3 Year Budget Plan Update – November 30, 2023
- 2023 Interim Budget – November 30, 2023
- 2023 Capital Budget Summary – November 30, 2023
- 2023 Reserves – November 30, 2023
- 2023 Federal and Provincial Grant Summary – November 30, 2023
- 2023 Regional Water Update – November 30, 2023
- 2023 Water Model Update – November 30, 2023
- Council Agenda prep
- Sign AP Invoices and Checks
- Ratepayer inquiries
- Vacation

### **DIRECTOR OF OPERATIONS – MELISSA ROBBINS**

- Asset management software demo and cost estimate for budget consideration
- Homesteader's park fence layout
- SCADA communication – updating device log in
- Purchasing Policy Review
- Extended Producer Responsibility Memo to Council
- Staff party planning
- Capital Budget
- Insurance review
- Midtown development CCC for surface works
- Staff appreciation memo
- Annual Regional Emergency Management Agency Meeting
- Homesteader's Park Dedication Ceremony
- Chemical Tender for WTP
- Emergency Management Bins

- Layout Health Unit Parking Lot
- Reservoir Pumphouse Upgrades Meeting with Tagish
- Recycling Information
- Wastewater Analysis – Stettler Schools

## **TRANSPORTATION – SARAH MCCRINDLE**

- Worked with Bylaw and removed all the rubber mats and steel plates from in front of homeowner's driveways.
- Put up a yield sign in the new subdivision off of 46ave
- Sidewalk trip grinding
- Cleaned the ditches to help out drainage at the chevron and at MacDonalds
- Washed up and greased the graders
- Worked on updating the transportation safety binder
- Hauled crushed concrete to the shop yard
- Monthly inspection of the traffic and the solar crosswalk lights
- Monthly shop inspection
- Cleaned up the compost site out at the transfer station
- Dig and fill graves as needed
- Looked at a box blade for the skid steer for snow removal
- Put on wreaths on the columbarium as needed
- Put up a fence along property line between the Homesteaders Park and the property to the east
- Cleaned catch basins off
- Hauled clay into the shop yard
- Watered the existing compost piles at the transfer station to help along the composting process
- Graveled and graded the shop yard
- Graded the roads for the water department at the wetlands
- Got everything ready for the main street Christmas tree
- Hauled excess material to the regional dump
- Put up the main street Christmas tree
- Put up the pole mounted Christmas decorations
- Decorated the main street Christmas tree
- Graded the perimeter gravel roads
- Dug and filled cremations as needed
- Leveled and added material where needed to the town owned lots in Meadowlands
- Replaced the breakaway and stop sign at the spray park
- Washed up the equipment
- Sanders out sanding the streets
- Sidewalk snow removal
- Hauled snow piles away from the Rec Centre parking lot
- Uptown parking lot snow removal
- Put out barricades for the tree light up. 2 staff members to man the barricades during the light up
- Cut down the trees at the health unit

- Hydrovacced the utilities at the health unit
- Dug out and backfilled the new parking lot at the health unit

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

**Meetings:**

- Purchasing policy review
- Demo of Asset management
- Property insurance review
- AARFP cadre meeting
- Regional Emergency Management
- Health unit follow-up
- Parks & open spaces
- After council
- Department head

**Projects:**

- Fire alarm inspections at the SRC and Community Hall
- SRC sound system
- Safety course
- SRC seasonal decorating
- Tree trimming
- Campground oval decorations
- Carpet cleaning at the Community Hall
- Downtown Park planters
- Compost bins
- Ice barrier at the Health unit
- No stone left alone
- Picked up mowers from WTP
- Concession overhead door repair
- Moved dumpsters

**PLANNING & DEVELOPMENT SERVICES – ANGELA STORMOEN**

1. Building Permit Activity to Date

	<b>2023 Permits to November 30, 2023</b>	<b>2022 Permits to November 30, 2022</b>
<b>Institutional</b>	\$155,000.00	\$479,000.00
<b>Industrial</b>	\$118,412.00	\$1,159,000.00
<b>Commercial</b>	\$3,312,525.00	\$939,140.00
<b>Residential</b>	\$2,764,572.00	\$2,896,495.00
<b>Total</b>	<b>\$6,350,509.00</b>	<b>\$5,473,635.00</b>

2. Projects:

- Land Sale(s)
- AEP Wetland & Floodway Review

- Water & Wastewater Servicing Agreement
- Mid Town Estates Development
- Wellings Development
- Kneeland Development
- Economic Development Committee Initiative
- North West ASP
- AE Kennedy Maintenance Plan
- AE Kennedy Parking Lot Update
- Bylaw Property Inspections and Enforcement
- Homesteaders Park Dedication Ceremony
- Entrance Signs
- Planning & Development Inquiries
- Housing Assessment

3. Meetings:

- MPC
- Water & Wastewater Agreement
- Homesteaders Park Dedication Ceremony
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- ICS Training

**WATER – GRANT MCQUAY**

- 1) Rounds, readings, locates.
- 2) Meter carding and meter replacements
- 3) Curbstop repairs.
- 4) Dig site upkeep.
- 5) Weekly water distribution sampling for bacti and chlorine residuals
- 6) Weekly testing for callout system.
- 7) Service leak repairs.
- 8) Sewer backup.
- 9) Grease mat agitation at lift A.
- 10) Packing snow for outdoor rinks.
- 11) Courses and water week for staff.
- 12) Weekly sewer sampling.
- 13) Hauled material for wetlands roads.
- 14) Weekly cleaning of WTS sanitary tank.

15) Cleaned Lagoon screen at Lagoons

16) Hauled clay to yard for stockpiling.

### **REGIONAL FIRE CHIEF – MARK DENNIS**

Report to be presented at a later date.

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

1. Feed pump 3102A VFD has been reprogrammed and the pump is now in auto and back in service.
2. The AMC has now been serviced properly and is back in service with good readings.
3. High Lift pump 4102 has a large crack in the cooling fan and is now out of service. Chamco has ordered in a new fan and will be giving it to us free of charge after questioning them as why some metal weights were added to the plastic fan when the motor went away to be rewound.
4. The SCADA communications switch failed so we are wired directly to the PLC until the new switch arrives and is installed.
5. After the enhanced clean of the Pall Filters it looks like the flux numbers have improved and are now average for this time of year.
6. Notice for next years chemical bids was placed
7. Minor leak on the main plant heating unit. Action Plumbing made the repair.
8. Routine plant maintenance carried out.

### **INFORMATION SERVICES – GRAHAM SCOTT**

Meetings:

- Chaired the Nov. 2<sup>nd</sup> meeting for Joint Health & Safety
- Attended a Nov. 6<sup>th</sup> review meeting for the Purchasing Policy
- On Nov. 9<sup>th</sup>, virtually attended a MAGG meeting (Municipal Alberta GIS Gurus). Here we get together without industry to discuss projects, developments, issues etc.
- On Nov. 15<sup>th</sup> attended the Economic Development Committee meeting
- Attended a Nov. 15<sup>th</sup> LGAA webinar, an “Overview of existing Grant Programs with Municipal Affairs”
- On Nov. 24<sup>th</sup>, virtually attended the Nov., 24<sup>th</sup> Regional Emergency Management Agency meeting.
- Attended a Nov. 29<sup>th</sup> meeting regarding our preparation for the upcoming emergency exercise and updating materials.
- Attended our Nov. 30<sup>th</sup> monthly IT meeting
- Economic Development meeting
- Daily office meetings

Projects include:

- Mapping and database updates (paper, electronic and webmap)
- Assisting with IT

- Updating Alberta residential utility comparisons database
- Submitted our IT operating budget
- Fulfilling mapping requests
- Looked into funding possibilities for vehicle electric charging with Community Energy (out of BC)
- I got recertified as a GISP (GIS Professional). This is an annual recertification.
- Updating office products (ie. Further work on the garbage/recycling charts, organization charts, etc.)
- Reviewing invoicing with Trinus
- Sent off two of my daughters :(



Leann Graham  
CAO



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77041	77056
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Atlas Copco Compressors Canada	77041	2023-12-08	\$6,410.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Drain & Filter Kits, Solen	1123021727	\$6,410.75	
-----			
Bengert, Mark	77042	2023-12-08	\$500.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P.R. Staff Party Bartender	2023.12.07	\$500.00	
-----			
Clift, Anita	77043	2023-12-08	\$134.44
-----			
Invoice Description	Invoice Number	Invoice Amount	
Roads Deposit to Repair Seat	2023.12.04	\$134.44	
-----			
Cubex Ltd.	77044	2023-12-08	\$177.13
-----			
Invoice Description	Invoice Number	Invoice Amount	
Roads Tool Storage Box Hinge	P0564502	\$177.13	
-----			
E360S Environmental 360 Soluti	77045	2023-12-08	\$25,402.86
-----			
Invoice Description	Invoice Number	Invoice Amount	
Nov Waste & Recycling Collect	RD0000286580	\$25,402.86	
-----			
Heartbeat DJ	77046	2023-12-08	\$500.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P.R. Staff Party DJ	2023.12.07	\$500.00	
-----			
Ken-Mar Concrete	77047	2023-12-08	\$9,993.17
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Trans 3/4" Crushed Grave	1604	\$9,993.17	
-----			
Klay Tate Productions	77048	2023-12-08	\$420.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Other Events Skate with Santa	2023.11.15.2	\$420.00	
-----			
Linde Canada	77049	2023-12-08	\$1,438.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	39464387	\$1,054.88	
Pool Facility Chemicals	39499538	\$383.92	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Nemetz, Corinne	77050	2023-12-08	\$249.86
Invoice Description	Invoice Number	Invoice Amount	
SRC Clothing Allowance	2023.11.30	\$249.86	
Receiver General for Canada	77051	2023-12-08	\$176.89
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP24A-23	\$45.27	
Library Tax Remittance	PP24A-23.LIBRA	\$131.62	
Schmelzer, Janelle	77052	2023-12-08	\$115.70
Invoice Description	Invoice Number	Invoice Amount	
Refund Dec TXDD as requested	2023.12.06	\$115.70	
Sienna's Cleaning	77053	2023-12-08	\$900.00
Invoice Description	Invoice Number	Invoice Amount	
Town Shop Nov Janitor 9 Cleans	2023.11.23	\$900.00	
Stars Foundation	77054	2023-12-08	\$12,000.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Stars Contribution	2023	\$12,000.00	
Stettler P&H Elevator Preserva	77055	2023-12-08	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
PR Homesteaders Park Dedicatio	2023.12.05	\$250.00	
Van Electric	77056	2023-12-08	\$402.15
Invoice Description	Invoice Number	Invoice Amount	
Shop Fix Pressure Washer Elect	542	\$402.15	
Total Cheques			\$59,071.75

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77057	77073
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	77057	2023-12-15	\$80.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin and P&D Searches	2023.11.30	\$80.00	
-----			
Aspen Ford Sales Ltd.	77058	2023-12-15	\$344.78
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Diagnose Module Issue	240982	\$98.67	
Water Replace Battery #34	241260	\$246.11	
-----			
C. R. Glass Ltd.	77059	2023-12-15	\$656.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans Install New Windshield #	3338	\$231.00	
Wtr Trns Install new windshiel	3320	\$425.25	
-----			
Foesiers' Heavy Duty Service	77060	2023-12-15	\$469.61
-----			
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns CVIP for Tandem #26	6872	\$469.61	
-----			
Hudson, Dana	77061	2023-12-15	\$1,575.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Council Photo	1347	\$1,575.00	
-----			
Ken-Mar Concrete	77062	2023-12-15	\$5,729.59
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Supply & Del 1 1/2" Rock	1665	\$5,729.59	
-----			
Pederson, Brendan	77063	2023-12-15	\$250.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns CUPE Clothing Allow	2023.12.12	\$250.00	
-----			
Peterson, Jacqui (Petty Cash)	77064	2023-12-15	\$89.42
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Office Supplies	2023.12.07	\$89.42	
-----			
Q & Q Fencing	77065	2023-12-15	\$3,366.30
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sidewalk New Pathway into	38844	\$3,366.30	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	77066	2023-12-15	\$53,949.77
=====			
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP25-23	\$45,743.35	
Town Tax Remittance	PP25-23.	\$3,135.03	
BOT Tax Remittance	PP25-23.BOT	\$1,919.15	
Library Tax Remittance	PP25-23.LIBRAR	\$3,152.24	
=====			
Score Projects Inc.	77067	2023-12-15	\$176.40
=====			
Invoice Description	Invoice Number	Invoice Amount	
Equip Steel for Hydrovac #168	9326	\$50.40	
Parks Weld Cracks on Personal	9362	\$126.00	
=====			
Spiral Mobility	77068	2023-12-15	\$803.25
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans Arm Mount for Sander#193	16223	\$225.76	
Trans Command Start #34	16470	\$577.49	
=====			
Stettler Tool & Hardware	77069	2023-12-15	\$741.23
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans Milwaudee 1/2" Hammer Dr	10008974	\$209.99	
Drainage Picks & Bars Manholes	10008973	\$531.24	
=====			
Thinktel Communications	77070	2023-12-15	\$164.15
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Dec Telephone Services	1325946	\$164.15	
=====			
Town of Stettler - Petty Cash	77071	2023-12-15	\$245.30
=====			
Invoice Description	Invoice Number	Invoice Amount	
A/P Lotto Tickets/Staff Party	2023.12.14	\$245.30	
=====			
Wm E Hay Composite High School	77072	2023-12-15	\$146.05
=====			
Invoice Description	Invoice Number	Invoice Amount	
HBC Final Bill for Tool Shed	2024-39	\$146.05	
=====			
Woody's Automotive Ltd.	77073	2023-12-15	\$599.21
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop Oil Filter #48	851160	\$7.72	
Shop Safety Supplies	850511	\$84.12	
Shop Safety Supplies	852797	\$66.16	
Shop Tools	853762	\$89.71	
Trans Wire & Coolant Hoses #86	853954	\$70.59	
Water Battery for B Lift Panel	851058	\$235.88	
SRC Backup Alarm for Zamboni	851161	\$26.82	
Parks Oil Filter #127	862346	\$5.44	
Parks Oil Filter #33	852471	\$5.44	
Parks Switch for #194	853243	\$3.42	
pARKS sWITCH FOR #194	854440	\$3.91	

System: 2023-12-15 12:24:06 PM  
User Date: 2023-12-15

Town Of Stettler  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 3  
User ID: Veronica

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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	Total Cheques		----- \$69,386.31 =====
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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0006836	EFT0006852
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
969754 Alberta Ltd.	EFT0006836	2023-12-12	\$151.20
-----			
Invoice Description	Invoice Number	Invoice Amount	
HBC Meeting Lunch	263	\$151.20	
-----			
Acklands - Grainger Inc.	EFT0006837	2023-12-12	\$262.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Virtual Fit Test	9910340901	\$262.50	
-----			
Automated Aquatics Canada Ltd.	EFT0006838	2023-12-12	\$1,733.34
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Chemicals & Freight	000014165	\$473.34	
Pool Active Brush Assem Holder	0000114413	\$33.60	
Pool Filter Clean & Freight	000014543	\$1,226.40	
-----			
Brenda's Country Catering	EFT0006840	2023-12-12	\$225.91
-----			
Invoice Description	Invoice Number	Invoice Amount	
PR Council Lunch Tour	4036	\$225.91	
-----			
Dean's Machine Inc.	EFT0006841	2023-12-12	\$3,990.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Fabricated Float Frames	48179	\$3,990.00	
-----			
Diverse Signs N Designs Inc.	EFT0006842	2023-12-12	\$156.05
-----			
Invoice Description	Invoice Number	Invoice Amount	
Cemtery Signs	10795	\$27.69	
P&L Digital Print Signs	10864	\$128.36	
-----			
Ember Graphics	EFT0006843	2023-12-12	\$178.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Rink Board Replacement	7885	\$178.50	
-----			
Heartland Promotions Inc.	EFT0006844	2023-12-12	\$115.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
HBC Tree Clippings Signs	751	\$115.50	
-----			
KaizenLAB Inc.	EFT0006845	2023-12-12	\$268.85
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0091945	\$109.52	
Sewer Lagoon Sampling	INV0092081	\$53.11	
Sewer Lagoon Sampling	INV0092250	\$53.11	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Sewer Lagoon Sampling	INV0092376		\$53.11
Manalastas, Victor	EFT0006846	2023-12-12	\$3,150.00
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Nov Janitor	5		\$3,150.00
Municipal Property Consultants	EFT0006847	2023-12-12	\$6,918.27
Invoice Description	Invoice Number	Invoice Amount	
Dec 2023 Assessor	17176		\$6,918.27
NextGen Automation	EFT0006848	2023-12-12	\$804.53
Invoice Description	Invoice Number	Invoice Amount	
Office Oct30-Nov29 Photocopies	542934		\$804.53
Shirley McClellan Regional Wat	EFT0006849	2023-12-12	\$3,861.28
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn Insurance	SMRWSC003257		\$3,861.28
Stettler Regional Board of Tra	EFT0006839	2023-12-12	\$27,840.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Staff Appreciation	2436		\$27,840.00
Stettler Telephone Answering S	EFT0006850	2023-12-12	\$136.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Dec Working Alone Monitori	169		\$136.50
Superior North America Inc.	EFT0006851	2023-12-12	\$3,546.75
Invoice Description	Invoice Number	Invoice Amount	
Sewer Flusher Hose	35134S		\$3,546.75
WTS Manufacturing & Sales Inc.	EFT0006852	2023-12-12	\$1,129.49
Invoice Description	Invoice Number	Invoice Amount	
Roads Build Asphalt Rack Wash	4151		\$1,120.88
Parks Fork Extension Piece	4099		\$8.61
Total Cheques			\$54,468.67

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0006853	EFT0006920
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
969754 Alberta Ltd.	EFT0006853	2023-12-19	\$1,695.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P.R. Staff Event Meal		271	\$1,695.75
-----			
ACC Wastewater Solutions	EFT0006854	2023-12-19	\$4,410.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sewer GreaseZilla		INV-23148	\$4,410.00
-----			
Accu-Flo Meter Service Ltd.	EFT0006855	2023-12-19	\$34,203.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water Trans 50 5/8" Meters		111559	\$34,203.75
-----			
Action Plumbing & Excavating	EFT0006856	2023-12-19	\$1,559.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC Bathroom Fixture Repairs		I033729	\$359.67
SRC Delex Repair Kit for Scald		I033787	\$72.45
SRC Drain Acid		I033789	\$128.73
Sewer Town Side Auger/Camera		W41407	\$840.00
Water Trans Pig Vault Repair		I033494	\$158.65
-----			
Alberta Animal Services	EFT0006857	2023-12-19	\$14,664.44
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Bylaw Nov Enforcement		11251	\$14,664.44
-----			
APEX Supplementary Pension Pla	EFT0006858	2023-12-19	\$684.35
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Supplementary Pension Plan Tr		PP25-23	\$684.35
-----			
Automated Aquatics Canada Ltd.	EFT0006859	2023-12-19	\$332.22
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pool Chemcials & Freight		0000114664	\$332.22
-----			
Bagshaw Electric Ltd.	EFT0006860	2023-12-19	\$57,831.29
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Joint Office 3 LED Lights		IC050349	\$81.43
Shop Repair plug in Parks Shed		W13982	\$79.24
Shop Wire in new diesel fuel p		W13859	\$78.23
Airport Repair Runway Lighting		W13981	\$5,129.05
Airport Repair Runway Lights		W13997	\$2,126.78
Airport Sump Pump Power to		W13999	\$1,661.75
Airport Furnace Repairs		W13985	\$198.35
WTP Rewind High Lift Pump Moto		W13973	\$22,342.96



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP High Lift Pump Motor &	W13975		\$2,111.58
WTP Compressor Repairs	W13984		\$392.65
WTP 5 - 10A Fuses	IC051043		\$31.45
WTP Auto Transfer Switch	W13977		\$352.01
WTP Chlorine Tonner Switch	W13976		\$571.98
Water Pump 901 Repair	W13978		\$275.57
Sewer Power Connections	W14003		\$82.34
Health Unit Upgrade Basement	W13879		\$1,035.44
SRC Front Office Pot Lights	IC050905		\$41.79
SRC Change Bleacher Lighting	W13998		\$146.18
SRC 3 way switch	W14000		\$101.06
SRC Annual Fire Alarm Inspecti	W13970		\$1,732.50
SRC REpairs to fire alarm syst	W13971		\$271.43
SRC Heater Motor	W13983		\$333.08
SRC Overhead Door Relay Repair	W13989		\$175.51
SRC Install one LED Driver	W13990		\$229.43
SRC Rewire ovens to 3-phase	W13994		\$2,343.05
SRC Zamboni Propane	IC050148		\$615.20
SRC Zamboni Propane	IC050955		\$695.31
Pool 8 Seals & 16 Seal Rings	IC051066		\$174.38
Pool Replace bad heat detector	W13986		\$78.23
Pool Replace Relay waterslide	W13987		\$638.38
Pool Install new seal in whirl	W13988		\$439.43
Pool Replace duct detector	W13995		\$1,064.40
Pool Replace overhead lights	W14001		\$370.46
Pool Upper Mechanical Project	IC051065		\$10,435.65
Com Hall Annual Fire Alarm Ins	W13969		\$262.50
Com Hall Replace Heater Motor	W13991		\$316.05
Parks Lions Light Upgrades	W13980		\$709.22
Parks Lions Replace Receptacle	W13996		\$107.24
=====			
Black Press Group Ltd.	EFT0006861	2023-12-19	\$1,686.12
Invoice Description	Invoice Number	Invoice Amount	
-----			
Office and P&D Advertising	BPI71399	\$1,008.40	
Office & P&D Advertising	BPI71401	\$398.76	
P&D Advertising	BPI71402	\$144.00	
Office Business Cards	BPI71400	\$134.96	
=====			
Bounty Onsite Inc.	EFT0006863	2023-12-19	\$6,590.60
Invoice Description	Invoice Number	Invoice Amount	
-----			
Wtr Trns 20 pairs Winter Glove	001-1485836	\$320.67	
SRC Paper Towel Dispensor	001-148779	\$295.01	
SRC Janitor Supplies	001-148932	\$1,035.05	
Equip Hydrovac Rain Cap Exhaus	001-148054	\$13.12	
Trans Safety Supplies/Wtr Trns	001-147045	\$394.54	
Water Dig Trailer Rags	001-147841	\$18.00	
SRC Janitor Supplies	001-147537	\$1,923.29	
SRC Janitor Supplies	001-147612	\$1,553.37	
SRC Janitor Supplies	001-148229	\$577.40	
SRC Janitor Supplies	001-148599	\$88.03	
Com Hall Janitor Supplies	001-147868	\$372.12	
=====			
Bunzl Cleaning & Hygiene	EFT0006864	2023-12-19	\$386.01
Invoice Description	Invoice Number	Invoice Amount	
-----			
Comm Hall Scrubber parts	138094	\$386.01	
=====			
Canadian Tire #671	EFT0006865	2023-12-19	\$418.88
Invoice Description	Invoice Number	Invoice Amount	
-----			
SRC Tools	1166	\$36.74	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parks Lions Lights		2013	\$20.99
Parks Lions Lights		2014	\$20.99
Parks Lions 9 Cords		2023	\$106.38
Parks Lions 6 Cords		2025	\$70.92
Parks Lions 10 Cords		2032	\$162.86

=====  
 Canadian Union of Public Emplo EFT0006866 2023-12-19 \$660.00

Invoice Description	Invoice Number	Invoice Amount
Union Dues	PP25-23	\$660.00

=====  
 Canoe Procurement Group of Can EFT0006867 2023-12-19 \$43,455.58

Invoice Description	Invoice Number	Invoice Amount
Trans/Water/Park Diesel Marked	PF-11644-11131	\$4,918.58
Misc Dept Oct Fuel Bill	PF-11558-11068	\$9,406.89
Misc Dept Nov Fuel Bill	PF-11642-11127	\$10,841.19
Trans Signs for Solar Crosswal	AB190393	\$341.67
Trans Wheel Alignment #36	AB189281	\$152.25
WTP Repair Flat Tractor Tire	AB188991	\$495.45
Water Tire Repair #175	AB188987	\$42.00
Water New Tires for #151	AB189328	\$1,242.44
Water Trans Repair Parts	AB192540	\$4,979.69
Water Replace Level Floats @	AB189474	\$4,653.60
Health Unit Parking Lo Fabric	AB193668	\$612.30
SRC Gasket Trap/Drain Hose	AB192772	\$214.23
Trans Replace wheel ring & Tir	AB194445	\$596.78
Trans Tire Repair #108	AB194446	\$210.72
Trans Tire Repair #24	AB194648	\$117.98
Trans New Windshield #182	AB193798	\$1,977.15
Trans Windshield Buttons #182	AB193799	\$12.35
Trans Manhole Lid	AB193883	\$2,707.98
Water Tire Repair #3	AB194652	\$74.08

=====  
 Caro Analytical Services EFT0006868 2023-12-19 \$214.20

Invoice Description	Invoice Number	Invoice Amount
WTP Water Analysis	IC2329802	\$39.90
WTP Water Analysis	IC2329964	\$174.30

=====  
 Cas Tech Inc. EFT0006869 2023-12-19 \$766.50

Invoice Description	Invoice Number	Invoice Amount
Computer 2 Monitors	1417	\$414.75
P&L 2 Monitors	1455	\$351.75

=====  
 Central Sharpening EFT0006870 2023-12-19 \$262.50

Invoice Description	Invoice Number	Invoice Amount
SRC Sharpen Ice Knife	30446	\$262.50

=====  
 Chapman Riebeek EFT0006871 2023-12-19 \$264.08

Invoice Description	Invoice Number	Invoice Amount
Bylaw Nov Legal Services	2312016	\$264.08

=====  
 ClearTech Industries Inc. EFT0006872 2023-12-19 \$8,930.12

Invoice Description	Invoice Number	Invoice Amount
WTP Chemcials	INV1095034	\$8,930.12

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Clearview Public Schools	EFT0006873	2023-12-19	\$335.36
-----			
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Nov Expenses	7058	\$335.36	
-----			
Contact Safety Service Ltd.	EFT0006874	2023-12-19	\$36.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Gas Monitor Rental	14191	\$36.75	
-----			
County of Stettler	EFT0006875	2023-12-19	\$15,750.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Emergency Response #23-204	IVC042692	\$700.00	
Emergency Response #23-208	IVC042693	\$1,050.00	
Emergency Response #23-214	IVC042694	\$1,225.00	
Emergency Response #23-167A	IVC042750	\$4,550.00	
Emergency Response #23-194	IVC042751	\$4,025.00	
Emergency Response #23-241	IVC042752	\$1,925.00	
Emergency Response #23-232	IVC042755	\$1,575.00	
Emergency Response #23-254	IVC042756	\$700.00	
-----			
Dahl, Steven	EFT0006876	2023-12-19	\$250.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop CUPE Clothing Allowance	2023.12.11	\$250.00	
-----			
Dean's Machine Inc.	EFT0006877	2023-12-19	\$141.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans Repair & Modify pins #42	48263	\$141.75	
-----			
East Central Alberta Catholic	EFT0006878	2023-12-19	\$43,476.16
-----			
Invoice Description	Invoice Number	Invoice Amount	
4th Qtr School Requisition	14957	\$43,476.16	
-----			
Foot, Kyle	EFT0006879	2023-12-19	\$579.34
-----			
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2023.12.13	\$250.00	
Wtr Trans Training Trvl & Sub	2023.12.12	\$329.34	
-----			
Glover International Trucks Lt	EFT0006880	2023-12-19	\$374.36
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans Coolant Tubes #86	400527	\$196.46	
Trans Coolant Tubes #86	401355	\$177.90	
-----			
GT Hydraulic & Bearing	EFT0006881	2023-12-19	\$2,012.14
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Fuel Water Filters/Lube	000-402736	\$126.46	
Trans/Parks/U-Joints & Batteri	000-402692	\$384.00	
TRans New Battery for Sweeper	000-402970	\$135.91	
Trans Fittings for Air Gauge #	000-403939	\$23.02	
WTP Air Filter Element	000-404308	\$22.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water Pump & Fittings to Winte	000-404034		\$645.45
Equip Pipe & Rain Cap #162	000-404372		\$235.05
Water New Battery #174	000-405757		\$141.65
Parks New Battery #88	000-404538		\$141.65
Parks New Battery #127	000-404656		\$156.95

=====  
 Heartland Auto Supply            EFT0006882            2023-12-19            \$7,005.56

Invoice Description	Invoice Number	Invoice Amount
Fire Joint Ice Melt/Sqeegee/Ha	001-559110	\$347.28
Shop Friction Modifier & Filte	001-559316	\$46.86
Trans Ice Melt	001-559378	\$19.37
Shop Tools/Bolts/Hardware	001-558361	\$66.26
Hydrovac Rod Ends Tank Lock	001-558384	\$123.49
Trans/Water DEF & Washer Fluid	001-558854	\$1,286.62
Trans Clamps #86	001-558383	\$81.32
Trans Pressure Gauge #182	001-558919	\$24.20
Trans U-Bolt	001-558850	\$15.96
Trans Primer & Paint Asphalt T	001-558848	\$211.93
Sewer Lagoon Fab Materials	001-558620	\$11.47
Parks Snow Bucket Bolts	001-556723	\$30.88
Fire Joint 3 boxes of Garbage	001-557358	\$210.51
Trans Seat Bolts #3	001-557939	\$2.90
Trans Janitor Supplies	001-557941	\$220.00
Shop Safety Supplies & Tools	001-556332	\$641.44
Hydrovac Fittings	001-557091	\$98.70
Hydrovac Nuts	001-558166	\$40.56
Trans Camera System #108	001-556269	\$1,818.18
Trans Coolant Hoses, Fittings/	001-556281	\$481.81
Trans Plow Bolts #145	001-557260	\$194.95
Parks Seafoam #8	001-557417	\$9.82
Trans 2 New Tape Measures	001-557225	\$16.51
Trans 3 Extension Cords	001-557198	\$388.12
Trans Wire for Christmas Tree	001-557553	\$19.50
WTP Lights & Backup Alarm#191	001-557516	\$192.23
Water Flushing Trailer Exhaust	001-556267	\$103.92
Water Snap Link for Flagpole	001-556512	\$2.98
Sewer Coolant System Leak Seal	001-556380	\$18.85
Water Gloves & Rags Lift Stn	001-556791	\$150.91
Computer 2 Canned Air	001-557090	\$55.04
SRC Safety Tape	001-556634	\$44.10
Parks Wiper Blades/Battery Ter	001-556783	\$40.55
Parks Air & Oil Filter #127	001-557206	\$36.69

=====  
 Heartland Express            EFT0006883            2023-12-19            \$164.63

Invoice Description	Invoice Number	Invoice Amount
Shop Freight	15137	\$45.02
Water & Shop Freight	15189	\$119.61

=====  
 Heartland Glass Ltd.            EFT0006884            2023-12-19            \$39.59

Invoice Description	Invoice Number	Invoice Amount
Trans 6 Keys Cut	108767	\$20.48
SRC Camlock Thermostat Cover	108821	\$15.70
Com Hall 1 Key Cut	108742	\$3.41

=====  
 Hi Way 9 Express Ltd.            EFT0006885            2023-12-19            \$313.91

Invoice Description	Invoice Number	Invoice Amount
Shop Freight	32383722	\$140.04
Trans Freight	32469211	\$33.83
Trans Freight	32499718	\$140.04

108

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hydrasurvey Ltd.	EFT0006887	2023-12-19	\$3,675.00
Invoice Description	Invoice Number	Invoice Amount	
Sewer Hydrasurvey	2311-09	\$3,675.00	
i. d. Apparel	EFT0006889	2023-12-19	\$327.39
Invoice Description	Invoice Number	Invoice Amount	
SRC Staff Clothing	118355	\$327.39	
Icon Energy Services Ltd	EFT0006888	2023-12-19	\$1,034.25
Invoice Description	Invoice Number	Invoice Amount	
Trans Personel Lift Inspection	PS-INV108235	\$1,034.25	
IJD Inspections Ltd.	EFT0006890	2023-12-19	\$678.75
Invoice Description	Invoice Number	Invoice Amount	
P&D Building Permits	011-2023	\$678.75	
Industrial Machine Inc.	EFT0006891	2023-12-19	\$94.82
Invoice Description	Invoice Number	Invoice Amount	
SRC Fuse Sockets #68	47364	\$94.82	
Infor (Canada) Ltd.	EFT0006892	2023-12-19	\$2,767.80
Invoice Description	Invoice Number	Invoice Amount	
Computer F9 Annual Maintenance	227312-CA02B	\$2,767.80	
Innov8 Digital Solutions	EFT0006893	2023-12-19	\$185.35
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 11.06-12.05	IN456793	\$185.35	
KaizenLAB Inc.	EFT0006894	2023-12-19	\$53.11
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0092560	\$53.11	
Keiths Refrigeration	EFT0006895	2023-12-19	\$2,232.32
Invoice Description	Invoice Number	Invoice Amount	
Pool Repair MUA Unit	23596	\$2,232.32	
Klearwater Equipment & Technol	EFT0006896	2023-12-19	\$2,042.11
Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies	240452	\$2,042.11	
Lifesaving Society	EFT0006898	2023-12-19	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
Pool 5 CPR Fee/Bronze Medallio	26997	\$125.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Local Authorities Pension Plan	EFT0006897	2023-12-19	\$32,273.47
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP25-23	\$32,273.47	
Macey, Mikayla	EFT0006899	2023-12-19	\$295.00
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2023.12.06	\$250.00	
Trans Training Q Endorsement	2023.12.12	\$45.00	
McCrinkle, Sarah	EFT0006900	2023-12-19	\$61.05
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2023.12.11	\$61.05	
McQuay, Grant	EFT0006901	2023-12-19	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns CUPE Clothing Allow	2023.12.14	\$250.00	
Meridian OneCap Credit Corp	EFT0006902	2023-12-19	\$786.90
Invoice Description	Invoice Number	Invoice Amount	
SRC Photocopier Lease	24010 663948	\$786.90	
New West Freightliner	EFT0006903	2023-12-19	\$1,359.75
Invoice Description	Invoice Number	Invoice Amount	
Sewer New Seat for #3	XI08054333:01	\$1,359.75	
Peavey Mart	EFT0006904	2023-12-19	\$406.12
Invoice Description	Invoice Number	Invoice Amount	
Trans Metric Hardware #42	2000602004	\$3.55	
Water SnapClip and JB Weld	2006837004	\$19.72	
Sewer Heater & Batteries Lift	2009431005	\$78.72	
SRC Door Sensor Repair Parts	2000587003	\$2.40	
SRC Electrical Tape	3006004003	\$13.11	
Parks 12 Extenions Cords	2002388004	\$288.62	
Pfeiffer House of Music	EFT0006905	2023-12-19	\$24.13
Invoice Description	Invoice Number	Invoice Amount	
SRC Sound System Cable	120423C	\$24.13	
Purolator Courier Ltd.	EFT0006906	2023-12-19	\$427.83
Invoice Description	Invoice Number	Invoice Amount	
Shop & Water Trans Freight	454919933	\$427.83	
R & E Elevator Ltd.	EFT0006907	2023-12-19	\$770.84
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Reg Scheduled Mai	30263	\$350.84	
SRC Reg Schedule Maintenance	30370	\$420.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rally Rentals	EFT0006908	2023-12-19	\$121.80
Invoice Description	Invoice Number	Invoice Amount	
BOT Com Dev Strategic Plan	1368	\$121.80	
Stettler & District Handibus	EFT0006913	2023-12-19	\$260.67
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Nov Utilites	4000	\$260.67	
Stettler Agri-Centre	EFT0006909	2023-12-19	\$65.52
Invoice Description	Invoice Number	Invoice Amount	
Park Oil for Chainsaws	26718S	\$65.52	
Stettler Building Supplies Ltd	EFT0006910	2023-12-19	\$396.46
Invoice Description	Invoice Number	Invoice Amount	
Health Unit Snow Breakers Fron	AL2985	\$103.29	
SRC Snow Breakers Shed Roof	AL2696	\$196.35	
SRC Ceiling Tile Repairs	AL3105	\$96.82	
Stettler Dodge Ltd.	EFT0006911	2023-12-19	\$100.46
Invoice Description	Invoice Number	Invoice Amount	
Park Mudflaps #191	158638	\$100.46	
Stettler Equipment Sales & Ren	EFT0006912	2023-12-19	\$635.25
Invoice Description	Invoice Number	Invoice Amount	
Park Align Skidsteer Steering	144786	\$241.50	
Parks Spray Park Repairs	144998	\$393.75	
Stettler Home Hardware	EFT0006886	2023-12-19	\$925.94
Invoice Description	Invoice Number	Invoice Amount	
Office 3 water refills	135380	\$15.75	
Office 2 water refills	135544	\$10.50	
Office Pipe Thread Tape	135591	\$2.16	
Trans Food & Water Dispenser	135365	\$111.26	
Shop 2 water refills	135387	\$7.50	
Shop Cat Food	135543	\$65.08	
Shop 2 water refills	135590	\$7.50	
SRC Mounting Tape	135560	\$13.64	
SRC Janitor Supplies	135609	\$9.85	
Parks 2 AB & 3 CND Flags	135346	\$284.50	
Parks Hedge Shears	135393	\$23.09	
Office Case of Tissue/Washers	135675	\$21.18	
Office 3 water refills	135686	\$15.75	
Trans 1 water refills	135701	\$7.50	
SRC 2 Flags for the Red Rink	135649	\$110.23	
Parks Chainsaw Chaps	135653	\$199.49	
Parks Compact Adaptor	135652	\$20.96	
Stettler Regional Board of Tra	EFT0006862	2023-12-19	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
P.R. Prizes for Staff Event	2439	\$800.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Registry Services Ltd	EFT0006914	2023-12-19	\$140.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans Asphalt Trailer Registra	SR200022596	\$27.25	
Equip Register #146	SR300021319	\$113.00	
=====			
Stettler Vet Clinic	EFT0006918	2023-12-19	\$90.47
-----			
Invoice Description	Invoice Number	Invoice Amount	
Bylaw July Vet Clinic Fees	820965	\$90.47	
=====			
Trinus Technologies Inc	EFT0006915	2023-12-19	\$5,444.49
-----			
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email	5210	\$1,139.28	
Computer Omni Switch 6560	5355	\$4,305.21	
=====			
Uptown Office Supply Ltd.	EFT0006916	2023-12-19	\$1,034.64
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	07532B	\$154.64	
Office Stationery	07604B	\$31.46	
Office Stationery	07633B	\$17.51	
Office Stationery	07667B	\$139.25	
Office Stationery	07743B	\$24.32	
Office Stationery	07750B	\$53.97	
Office Stationery	07782B	\$53.33	
Trans Stationery	07741B	\$173.48	
P&D Stationery	07701B	\$10.00	
P&L Stationery	07677B	\$15.68	
P&L Stationery	07694B	\$361.00	
=====			
Urban Dirtworks Inc.	EFT0006917	2023-12-19	\$99,003.87
-----			
Invoice Description	Invoice Number	Invoice Amount	
TS109 Lagoon Trnsfr Stn Rehab	TRS109-PP#1	\$99,003.87	
=====			
Westvac Industrial Ltd.	EFT0006919	2023-12-19	\$2,205.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Sandblast & Paint Fan#16	W14343	\$2,205.00	
=====			
Yost, Dustin & Maria Cristine	EFT0006920	2023-12-19	\$2,000.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Com Hall Dec Janitor	2023.12.01	\$2,000.00	
-----			
Total Cheques			\$412,591.25
			=====



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000728	ONL000731
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000728	2023-12-15	\$36,090.91
Invoice Description	Invoice Number	Invoice Amount	
-----			
Joint Office Nov Gas Bill	202311-3693	\$1,625.98	
Fire Joint Nov Gas Bill	202311-3687	\$1,537.01	
Town Shop Nov Gas Bill	202311-3694	\$1,441.13	
Airport Nov Gas Bill	202311-3686	\$329.35	
WTP Nov Gas Bill	202311-3689	\$9,497.61	
Water Trans Nov Gas Bill	202311-3684	\$366.98	
Sewer 1 Nov Gas Bill	202311-3685	\$381.73	
Sewer 2 Nov Gas Bill	202311-3692	\$288.92	
SRC & Pool Nov Gas Bill	202311-3691	\$19,541.83	
Com Hall Nov Gas Bill	202311-3690	\$806.40	
Parks Lion Nov Gas Bill	202311-36888	\$273.97	
=====			
Shaw Cablesystems GP	ONL000729	2023-12-15	\$109.15
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fitness Jan 2024 Cable TV	2023.12.01	\$109.15	
=====			
United Farmers of Alberta	ONL000730	2023-12-15	\$1,149.66
Invoice Description	Invoice Number	Invoice Amount	
-----			
Trans Equipment Grease	SOINV5455776	\$378.00	
SRC Degreaser	SOINV5365161	\$13.64	
Sewer Tools for Trailer Mounte	SOINV5437953	\$180.55	
BOT Com Dev Strategic Plan	SOINV5359055	\$1,380.69	
=====			
Workers' Compensation Board -	ONL000731	2023-12-15	\$9,090.49
Invoice Description	Invoice Number	Invoice Amount	
-----			
WCB 5th Installment	26757539	\$9,090.49	
	Total Cheques		\$46,440.21
			=====

**BYLAW 2164-23**

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2147-22 OF THE SAID TOWN

WHEREAS pursuant to the Municipal Government Act, RSA 2000, c. M-26, and amendments thereto,

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

1. That Schedule "A" of Bylaw 2147-22, the New or Revitalized Business Property Tax Incentive Bylaw, shall be and is hereby amended to the following:

SCHEDULE A – Incentive Levels & Duration New or Increased Assessment

New Construction Or Revitalization / Incentive Redevelopment (Increase in Assessment Value)	Year 1 Tax Incentive %	Year 2 Tax Incentive %	Year 3 Tax Incentive %	Year 4 Tax Incentive %	Year 5 Tax %
\$5000 - \$100,000	100%				
\$100,001 - \$500,000	100%	50%			
\$500,001 - \$1,000,000	100%	75%	50%		
\$1,000,001-\$2,500,000	100%	75%	50%	25%	
\$2,500,001 - \$5,000,000	100%	100%	75%	75%	
\$5,000,001 - \$10,000,000	100%	100%	100%	100%	
\$10,000,001+	100%	100%	100%	100%	100%

2. That this Bylaw shall take force and effect on \_\_\_\_\_, 2023.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2032.

Read a third and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

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

**BYLAW 2165-23**

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 1856-02, BEING A BYLAW RELATING TO THE WATER SYSTEM OF THE TOWN OF STETTLER, INCLUDING THE FIXING OF RATES, CHARGES AND CONDITIONS FOR THE SUPPLY OF POTABLE WATER.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. That Bylaw 1856-02 is amended as follows:

**SCHEDULE "A" – WATER TARIFF**

Delete Section 1 in its entirety and replace Section 1 to read as follows:

<b><u>1. Metered Rates</u></b>	<b><u>Jan 1/24</u></b>
In-Town Customer - Variable Component Consumption per m <sup>3</sup>	\$3.0454
In-Town Customer - Fixed Component Flat Fee Per Month	\$10.00
Hwy 12/21 Agreement - Consumption per m <sup>3</sup> - Subject to Annual True-up	Rate as per Water Model
Shirley McClellan Regional Water Services Commission - Consumption per m <sup>3</sup> - Subject to Annual True-up	Rate as per Water Model

2. That Bylaw 2154-22 be repealed.

3. That this bylaw shall take effect on January 1, 2024.

READ a first time this 19<sup>th</sup> day of December, A.D. 2023.

Read a second time this 19<sup>th</sup> day of December, A.D. 2023.

Read a third and finally passed this 19<sup>th</sup> day of December, A.D. 2023.

\_\_\_\_\_  
Mayor

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

**BYLAW 2166-23**

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 1604, BEING A BYLAW TO PROVIDE FOR THE LEVYING OF SEWER SERVICE RATES AND FOR THE COLLECTION THEREOF.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M26 of the RSA and amendments thereto.

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

1. Delete Sections 2(a) & 2(b) in their entirety and replace Sections 2(a) & 2(b) to read as follows:

2(a) Single Family Residential Dwellings – Flat Rate \$23.25 per month.

2(b) All Other Sewer Services – 40% of water bill/month or \$23.25 per month whichever is greater.

In the case of a property where no meter or other exact means exist to determine the quantity of water used, or where a meter ceases to operate, the Town shall make an estimate of such quantity for the purpose of determining the sewer charge.

2. That Bylaw 2155-22 be repealed.

3. That this bylaw shall take effect on January 1, 2024.

READ a first time this 19<sup>th</sup> day of December, A.D. 2023.

Read a second time this 19<sup>th</sup> day of December, A.D. 2023.

Read a third and finally passed this 19<sup>th</sup> day of December, A.D. 2023.

\_\_\_\_\_  
Mayor

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

**BYLAW 2167-23**

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AUTHORIZE THE RESIDENTIAL WASTE COLLECTION FEES AND CHARGES.

WHEREAS Waste Fees and Charges are established under Bylaw 2123-19, "Waste Control Bylaw."

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. The Residential Waste Collection Fee is \$24.50 per month.
2. That Bylaw 2156-22 be repealed.
3. That this Bylaw shall take force and effect on January 1, 2024.

READ a first time this 19<sup>th</sup> day of December, A.D. 2023.

Read a second time this 19<sup>th</sup> day of December, A.D. 2023.

Read a third and finally passed this 19<sup>th</sup> day of December, A.D. 2023.

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Mayor

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Assistant CAO

**BYLAW 2168-23**

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AUTHORIZE THE RESIDENTIAL RECYCLING COLLECTION FEE AND CHARGES.

WHEREAS Recycling Fees and Charges are established under Bylaw 2123-19: "Waste Control Bylaw."

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. The Bi-weekly Curbside/Lane Recycling Fee of \$7.00 per month.
2. That Bylaw 2157-22 be repealed.
3. That this Bylaw shall take force and effect on January 1, 2024.

READ a first time this 19<sup>th</sup> day of December, A.D. 2023.

Read a second time this 19<sup>th</sup> day of December, A.D. 2023.

Read a third and finally passed this 19<sup>th</sup> day of December, A.D. 2023.

\_\_\_\_\_  
Mayor

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

**From:** Mary-Jane Jackson <[mikemjjackson@hotmail.com](mailto:mikemjjackson@hotmail.com)>  
**Sent:** Tuesday, December 5, 2023 12:41 PM  
**To:** Brad Robbins <[brobbins@stettler.net](mailto:brobbins@stettler.net)>  
**Cc:** Jacqui Peterson <[srcadmin@stettler.net](mailto:srcadmin@stettler.net)>; Leann Graham <[lgraham@stettler.net](mailto:lgraham@stettler.net)>; Cheryl Barros <[cbarros@stettler.net](mailto:cbarros@stettler.net)>  
**Subject:** FOL 2023

**CAUTION:** This email originated from outside of the Town of Stettler. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon.

Finally time to take a breath and thank y'all for the excellent response time all week - from when we locked an office door; couldn't find coffee cups or spoons, etc. The hall looked great after each cleaning. Hopefully not too much of a mess (no pine needles this year).

I 'm copying Leann Graham to express our thanks for the great service from your team.

Just a note - none of us knew that there were extra cutlery in the back storage room. Even Barbara Lynn who has been doing the kitchen diva for 10 years. Might be a good thing to tell people when they're renting the hall.

We went out and bought \$50 of spoons so we had enough for 315 place settings. We will just leave them there as a donation.

Jacqui - please email the invoice and I'll arrange to get it paid.

Please book November 24 - December 1, 2024 for our event. Pretty sure we'll be back.

Hope the rest of the season goes well for y'all. Once again. please express our thanks to your team from the Stettler Health Services Foundation Board and Festival of Lights committee. Also for the Town's very generous cash donation.

MJ

*Mary-Jane Jackson*

Phone # 403-742-0063

Cell # 403-740-4880

# Alberta Culture Days<sup>15</sup> September 2023

Discover • Experience • Celebrate

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**Community organizers across the province hosted almost 1,100 events during the month of September!**

**What a great way to celebrate 15 years  
of Alberta Culture Days!**

Communities across Alberta came together to create programming that lifted the spirits of our citizens and celebrated arts and culture through live performances, exhibitions, culinary demonstrations, hands on workshops, and more. Thank you to everyone who participated in Alberta Culture Days2023.

We look forward to your continued support in 2024.

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**We would like to acknowledge and congratulate our top  
participating communities.**





# Alberta Culture Days <sup>BC</sup> September 2023

Discover • Experience • Celebrate



## MID-SIZED COMMUNITIES

Population 10,000 - 75,000

Okotoks

High River

Canmore

Airdrie

St. Albert

# Alberta Culture Days <sup>BC</sup> September 2023

Discover • Experience • Celebrate



## TOWNS AND RURAL AREAS

Population Under 10,000

Stettler

St. Paul

Edson

Peace River

Sundre