

Town of Stettler

COUNCIL MEETING

AUGUST 20, 2024

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, AUGUST 20, 2024
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of August 6th 5-15
4. **Delegations**
5. **Citizen's Forum**
6. **Administration**
 - (a) Building Permit Trends 2019 to 2024 Information 16-17
 - (b) Town of Stettler Tax Incentive Bylaw 2147-22 Update 18
 - (c) 2024 Interim Budget Summary 19-20
 - (d) 2024 Capital Budget Summary 21-23
 - (e) 2024 Reserves 24-25
 - (f) July CU 2024 Bank Reconciliation 26
 - (g) Amendment Policy II-4(b) – Employee Attendance 27
 - (h) CAO Reports 28-35
 - (i) Meeting Dates
 - Tuesday, September 3 – Council – 6:30pm
 - Tuesday, September 10 – COW – 4:30pm
 - Tuesday, September 17 – Council – 6:30pm
 - **Wednesday, September 25 – Friday, September 27 – Alberta Municipalities Convention – Westerner Park**
 - Tuesday, October 1 – Council – 6:30pm
 - Tuesday, October 8 – COW – 4:30pm
 - Tuesday, October 15 – Council – 6:30pm
 - (j) Accounts Payable in the amount of \$779,468.62 36-53
(\$109,805.87 + 219,377.53 + \$317,365.50 + \$119,543.66 + \$2,541.04 + \$10,835.02)
7. **Council**
 - (a) Meeting Reports
8. **Minutes**
9. **Public Hearing**
10. **Bylaws**
 - (a) Bylaw 1972-08: Off-Site Levy Bylaw repeal and replace with Bylaw 2176-24 54-66

11.	<u>Correspondence</u>	
	(a) Town of Stettler 2024 CCBF Funding Letter	67-68
	(b) RCMP Statistics – Community Policing Report	69-73
	(c) RCMP - Article 9 Letter of the Provincial Police Service Agreements	74-75
12.	<u>Items Added</u>	
13.	<u>In-Camera Session</u>	
14.	<u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 6th, 2024 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO L. Graham
Assistant CAO K. Hymers
Director of Operations, M. Robbins
Planning & Development Officer A. Stormoen
Manager of Recreation & Culture B. Robbins
Corporate Communications Officer T. McKee

Media (3)

Absent:

Councillor G. Lawlor

Call to Order:

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

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

Motion 24:08:01

Moved by Councillor Barros to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held July 16th, 2024

Motion 24:08:02

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on July 16th, 2024 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the July 16th, 2024 Minutes

None

4. **Delegations:**

- (a) 6:35 p.m. – Stettler U13 Girls Soccer – Provincial Champions

Mayor Nolls welcomed Stettler U13 Girls Soccer Provincial Champions to the meeting.

Mayor Nolls congratulated the Team on their victory at Provincials and presented them with a Certificate of Recognition.

Council briefly paused for a social visit with the delegates.

The Stettler U13 Girls Soccer team left at 6:47 p.m.

5. **Citizen's Forum:**

- (a) None

6. **Administration:**

- (a) Introduction – Tracey McKee – Communications Maternity Leave Term

Mayor Nolls welcomed Communications Term, T. McKee to the meeting.

(b) Council Code of Ethics Review

CAO L. Graham briefly reviewed the Council Code of Ethics and spoke on email responsiveness with Administration.

(c) 2024 Capital Budget – Water Reservoir Upgrades RFP

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

M. Robbins advised there is a 2024 Capital Budget that includes a carry forward project from 2023 to rehabilitate the existing water reservoir pumphouse with new pumps, valves and back up power. The project budget is \$800,000.

Request for proposal packages were put together by Tagish Engineering and advertised on the Alberta Purchasing Connection.

Summary of RFP's Received by Tagish Engineering:

- Timcon Construction (1988) Ltd. \$551,627.58
- Graham Infrastructure LP \$698,360.00

Pricing does not include GST.

An inserta valve is required outside of the pumphouse building. Initial project pricing indicated high costs for this work if included in the pumphouse upgrades RFP because of the different construction methods required. Administration will work to obtain pricing for the external inserta valve, with an expected install cost of \$25,000.

Project Costs:

Construction	\$551,627.58
Engineering	\$102,374.15
Contingency	\$55,200.00
Inserta Valve	\$25,000.00
Total Estimated Project	\$734,201.73

Motion 24:08:03

Moved by Councillor Baker that the Town of Stettler Council award the Water Reservoir Upgrade Project to Timcon Construction (1988) Ltd. in the amount of \$551,627.58 with a contingency of \$55,200, utilizing Tagish Engineering for engineering services of \$102,374.15, with \$25,000 for the inserta valve, for a project expenditure of \$734,201.73, excluding GST, funded through the 2024 Capital Budget.

MOTION CARRIED
Unanimous

Mayor Nolls thanked M. Robbins for her presentation.

(d) 2024 Parks & Leisure Services Report

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

B. Robbins provided an overview of the Parks & Leisure Services Report that was sent to the County of Stettler.

Motion 24:08:04

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the Parks & Leisure Report for information purposes.

(e) Stettler Recreation Centre Imperials Facility Enhancement Request

B. Robbins advised over the past couple years, discussions have taken place with the Stettler Imperials Senior Hockey Team in regards to various facility enhancements to improve both patron and player experience during Imperial hockey games and practices.

The Stettler Imperials have identified and requested three (3) SRC upgrades that they are seeking council approval for that they are willing to fund. These upgrades would be a planned capital expenditure by the Stettler Imperials Senior Hockey Club and at no direct financial cost to the Town of Stettler.

1. Dressing Room 1 – Wood locker stall, bench, shelving and paint
2. Special Effects Lighting – Blue Arena
3. Dimmable Recessed Lighting – Board and Meeting Room(s)

These three projects will assist the Imperials during their home games and events and provide additional benefit to the facility and other user groups.

The team is asking for limited support from the Town of Stettler. Support could include access for contractors to complete the work and potentially the use of a man lift with staff member to assist in lighting installation if available.

Motion 24:08:05

Moved by Councillor Randell that the Town of Stettler Council provide approval to the Stettler Imperials Hockey Club to move forward on the three (3) proposed upgrades. Approval is contingent on agreement being completed between administration and the team outlining project roles and responsibilities, timelines and declaring that the team hold the Town of Stettler harmless from any claims related to the contractors/workers. Contractors will be required to complete a TOS facility safety orientation and the Town of Stettler to be added as additional insured to the Stettler Imperials liability policy.

MOTION CARRIED
Unanimous

(f) 2024 Capital Budget – Stettler Recreation Centre Blue Arena Windows

B. Robbins advised that on Friday, March 29, 2024 a pane of glass in one of the second-floor meeting rooms of the SRC overlooking the blue arena was broken. This caused a number of broken glass shards falling to the east side standing area of the blue arena. It was identified that all of the glass currently on the second floor along the east side of the blue area is 5 mm regular glass. It was then recommended that from a safety perspective all glass along the east side should be removed and replaced with laminated safety glass.

Over the past couple years, discussions have taken place with the Stettler Imperials Senior Hockey Team in regards to various facility enhancements to improve patron experience during Imperial hockey games. One of the discussion items was to be able to open-up the windows within the meeting rooms to

allow more of the game sounds into the two meeting rooms which are used as "sky boxes during Imperial hockey games. The Imperials have indicated that they are willing partners to help fund facility enhancements that improve player and patron experiences during games.

In discussions with the team, it was determined that the Town of Stettler would be replacing all seventeen (17) panes of glass with laminated safety glass at ~\$8,650.00.

The Imperials Senior Hockey Club are willing to pay for the difference to ensure that the ten (10) panes of glass being replaced in the two meeting rooms have the ability to open. It was determined that the ten (10) panes of glass inside the two meeting rooms could be replaced with new laminated safety glass inserts that include a 10"-12" slider at the top of the window that could be opened up during games.

A Request for quotes to complete the window replacement work was sent out to local businesses who routinely complete glass and window replacement work in town.

Two quotes were received to replace 7 windows with laminated glass replacements and 10 windows with a new slider window replacement:

CR Glass \$17,865.00

Heartland Glass \$22,144.98

Motion 24:08:06

Moved by Councillor Smith that the Town of Stettler Council proceed with CR Glass for the window replacement project of \$17,865.00, plus a small contingency of \$2,000 specific to installation, for a total cost of \$19,865.00. The Town of Stettler will be responsible for payment of \$8,650.00 in addition to any contingency amount which will be funded from the 2024 Capital Budget by the Community Partnership Reserve, with the Stettler Imperials Senior Hockey Club responsible for \$9,215.00.

MOTION CARRIED
Unanimous

(g) 2024 Capital Budget – Parks and Open Spaces Master Plan RFP

B. Robbins advised that the 2024 Capital Budget included \$30,000 for the development of a new Parks and Open Spaces Master Plan. This was identified as a priority by the Parks and Open Space Committee which was created through the Town of Stettler Strategic Planning process.

The previous Master Plan was developed for the Town of Stetter in 2006 and has served the community well. Over the past 18 years that plan has been used to establish strategy and decision making around our various community spaces and community recreation needs.

RFP was placed on APC and only one RFP was received which was from McElhanney.

- Original quoted price was for \$55,310.80
- Administration sought explanation from McElhanney in regards to quoted price and it was identified there was some confusion around expectations of the project

specifically related to an overview and update of the 2006 plan and more importantly the amount of engagement that was being asked in the RFP and how that engagement would take place.

- After discussions it was determined that with minor changes to the overall project scope that the project could be completed and meet the Town of Stettler's outcome expectations for a quoted price of \$35,578.80.

Price does not include GST.

Motion 24:08:07

Moved by Councillor Baker that the Town of Stettler Council award the RFP for development and creation of a Parks and Opens Spaces Master Plan to McElhanney for the price of \$35,578.80, with funding coming from the 2024 Capital Budget.

MOTION CARRIED
Unanimous

(h) 2024 Operating Budget – Stettler Agricultural Society Request – Bench Fair

CAO L. Graham advised that the Stettler District Agricultural Society hopes to re-establish the traditional "Bench Fair" program during their Open Farm Days in August 2024. The Stettler District Agricultural Society feels that this program will address the concern of food security by highlighting the importance of locally grown and produced food, igniting an interest in backyard gardening, promoting local community gardens, and focusing on preserving seasonally produced products.

Fundraising Requests are managed under Policy VIII-4 – Miscellaneous Requests for Funds. The Stettler District Agricultural Society has requested prizes in the form of Heart of Alberta Dollars for their three (3) competitive categories, with suggested amounts of \$25-\$50.

Heart of Alberta Dollars are tendered by the Stettler Regional Board of Trade, and are eligible to be spent at local businesses.

1. Town of Stettler Council approves the expenditure of three (3) \$50 Heart of Alberta Dollar prizes, with funds to come from the 2024 Operating Budget.
2. Town of Stettler Council authorize the donation of three (3) punch passes for the Stettler Recreation Centre.
3. Town of Stettler Council declines the request for funds.

Motion 24:08:08

Moved by Councillor Pfeiffer that the Town of Stettler Council approve Option 1 for the Stettler Agricultural Society Request – Bench Fair.

MOTION CARRIED

(i) 2024 Alberta Municipalities Convention

CAO L. Graham presented the 2024 Alberta Municipalities Convention Agenda and Resolution book for review.

Delegates meeting with Minister LeGrange at the AM Convention will be Mayor Nolls, Councillor Barros, and Councillor Randell.

(j) 2024 Tax Sale Dates

Assistant CAO K. Hymers presented the following timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the remaining properties in the tax recovery process:

Date	Action
Mar. 24/23	Prepared Tax Arrears List and sent notification to owners
Aug. 6/24	Council to set Reserve Bid and sale conditions
Sept. 16/24	Send ad to Alberta Gazette (send in 10 working days before ad)
Sept. 30/24	Advertise Public Auction in the Alberta Gazette
Oct. 4/24	Send copy of ad to registered property owners and all parties having an interest in the property
Nov. 7/24	Advertise Public Auction in the Stettler Independent
Nov. 19/24	Public Auction at the Town Office at 1:00 p.m.

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2024 and March 31, 2025.
- Under Section 419 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the property if it is not sold at the public auction.
- After the Town takes title to the property the property owner can regain title to the property if all taxes are paid before the Town sells the property.
- The following properties will go to the Public Auction on November 19, 2024 unless taxes are paid prior to the sale:

Lot/Block/Plan	Civic Address	Land	Improvements	Total
5-6/12/1177HW	5809 – 50A Avenue	88,950	196,250	285,200
W 49' A/20/1177HW	5822 – 50 Avenue	68,740	117,590	186,330
1/2/260TR	4102 – 44 Avenue	339,630	1,115,710	1,455,340
2/1088RS	4416 – 41 Street	143,760	0	143,760
3/7/7621217	4706 – 41 Street	121,360	208,390	329,750
17/72/6850KS	5713 – 46 Avenue	81,150	117,200	198,350
14/8/RN54	4907 – 52 Street	79,380	121,670	201,050

Assistant CAO K. Hymers presented the following timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the manufactured home in the tax recovery process:

Date	Action
Mar. 24/23	Prepared Tax Arrears List
Aug. 6/24	Council to set Reserve Bid and sale conditions
Oct. 4/24	Send copy of ad to registered property owners, owner of M/H Park and all parties having an interest in the property
Nov. 7/24	Advertise Public Auction in the Stettler Independent
Nov. 19/24	Public Auction at the Town Office at 1:00 p.m.

- Section 436.09 of the MGA states that the Public Auction must be held between April 1, 2024 and March 31, 2025.

- Under Section 436.1 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the designated manufactured home and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the designated manufactured home if it is not sold at the public auction.
- After the Town takes title to the designated manufactured home the property owner can regain title to the designated manufactured home if all taxes are paid before the Town sells the property.
- The following designated manufactured homes will go to the Public Auction on November 19, 2024 unless the taxes are paid prior to the sale:

Civic Address	Land	Improvements	Total
#15, 4822 – 58 Street	0	16,000	16,000
#31, 4822 – 58 Street	0	22,740	22,740

Motion 24:08:09

Moved by Councillor Barros that the Town of Stettler Council set the 2024 Tax Public Auction date as November 19, 2024 and approve using the 2024 assessment values as the reserve bids for all 2024 tax sale properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

Motion 24:08:10

Moved by Councillor Randell that the Town of Stettler Council set the 2024 Tax Public Auction date as November 19, 2024 and approve using the 2024 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms of sale be cash or certified cheque.

MOTION CARRIED
Unanimous

(k) Request for Decision – Development Permit – 4625 – 59 Street Heartland Lodge)

Mayor Nolls welcomes Planning & Development Officer A. Stormoen to the meeting.

A. Stormoen advised that the property is located along the Highway Commercial District (Hwy 56 South) and on July 16, 2024 Town of Stettler council rezoned 4625 – 59 Street to DC3: Direct Control Commercial Neighborhood District, therefore, all decisions pertaining to development must be directed to Council for approval. Based on the need for rental units in our community, the existing use of the building and the residential zone adjacent to the property, the application for a change in use from Motel to Apartment Building is conducive to the area.

The applicant will be required to ensure all apartments are built to the current Alberta Building Code standards, including proper fire separation between units, hard wired fire alarms, proper egress from basement windows, etc.

- Land Use District – DC3: Direct Control Commercial Neighborhood District
- Existing Land Use – Motel
- Proposed Land Use – Dwelling – Apartment

Definition –“DWELLING” means a complete building or self-contained portion of a building used or designed to be used by a household, containing independent and separate sleeping, cooking and sanitary facilities intended as a permanent residence and having an independent entrance either directly from the outside of the building or through a common area inside the building

Motion 24:08:11

Moved by Councillor Pfeffier that the Town of Stettler Council approve this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15.
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code.
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. The owner/applicant must not alter the existing parking of the property as it currently meets the required parking spaces.
5. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
6. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services;
7. The owner/applicant must submit any revisions of the blueprints to the Town of Stettler Development Authority for approval;
8. The owner/applicant shall arrange and obtain approval for compliance with the current Alberta Building Code;
9. The owner/applicant must obtain a building permit for each dwelling unit of this development following the mandatory 21 day appeal period. (In order to obtain a building permit all proper documentation, plans, and fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

MOTION CARRIED
Unanimous

Mayor Nolls thanked A. Stormeon for her presentation.

(I) Meeting Dates

- Tuesday, August 20 – Council – 6:30pm
- Tuesday, September 3 – Council – 6:30pm
- Tuesday, September 10 – COW – 4:30pm
- Tuesday, September 17 – Council – 6:30pm
- **Wednesday, September 25 – Friday, September 27 – Alberta Municipalities Convention – Westerner Park**
- Tuesday, October 1 – Council – 6:30pm
- Tuesday, October 8 – COW – 4:30pm
- Tuesday, October 15 – Council – 6:30pm

- (m) Accounts Payable in the amount of \$460,092.75

Motion 24:08:12

Moved by Councillor Smith that the Accounts Payable in the amount of \$460,092.75 be paid as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

- (a) Mayor Nolls

July 17 – Talk of the Town

July 24 – Talk of the Town

July 25 – “Stettler Needs Doctors” Town Hall

July 31 – Talk of the Town

- (b) Councillor Baker

July 18 – RDRMUG Strat Planning

July 24 – TOS Cheque signing

July 25 – “Stettler Needs Doctors” Town Hall

July 31 – Parks & Open Spaces Meeting

- (c) Councillor Barros

July 25 – “Stettler Needs Doctors” Town Hall

- (d) Councillor Lawlor

Report to be given at a later date

- (e) Councillor Pfeiffer

No report

- (f) Councillor Randell

July 25 – “Stettler needs Doctors” Town Hall

Aug 2 – TOS Cheque & Agenda signing

Aug 6 – Physician Recruitment Meeting

- (g) Councillor Smith

July 25 – “Stettler Needs Doctors” Town Hall

July 31 – Parks & Open Spaces Meeting

Motion 24:08:13

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

MOTION CARRIED
Unanimous

8. **Minutes:**

- (a) None

9. **Public Hearing:**

- (a) Bylaw 2174-24: Amending Land Use Bylaw 2060-15

Mayor Nolls opened the Public Hearing at 7:00 p.m.

Mayor Nolls asked Planning & Development if any verbal or written submissions were received. None were received.

Mayor Nolls closed the Public Hearing at 7:03 p.m.

10. **Bylaws:** (a) Bylaw 2174-24: Amending Land Use Bylaw 2060-15

Motion 24:08:14

Moved by Councillor Baker that the Town of Stettler Council give second reading to Bylaw 2174-24.

MOTION CARRIED
Unanimous

Motion 24:08:15

Moved by Councillor Barros that the Town of Stettler Council give third reading to Bylaw 2174-24.

MOTION CARRIED
Unanimous

- (b) Bylaw 2175-24: Rezoning/Land Use Bylaw Amendment Application

Motion 24:08:16

Moved by Councillor Smith that the Town of Stettler Council give first reading to Bylaw 2175-24.

MOTION CARRIED
Unanimous

Mayor Nolls thanked A. Stormoen for all her presentations.

A. Stormoen left the meeting at 8:09 p.m.

11. **Correspondence:** (a) College of Physicians & Surgeons of Alberta – Registration Info Sheet

Motion 24:08:17

Moved by Councillor Baker that the Town of Stettler Council approve the Correspondence item (a) as presented.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) Outdoor Rink Update – FOIP – Section 16 – Third Party Business Interests.

Motion 24:08:18

Moved by Councillor Barros that the Town of Stettler Council enter an In Camera Session with the CAO and Assistant CAO, and Manager of Recreation & Culture present.

MOTION CARRIED
Unanimous at 8:11 p.m.

Motion 24:08:19

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

MOTION CARRIED
Unanimous at 8:41 p.m.

14. **Adjournment:**

Motion 24:08:20

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

MOTION CARRIED
Unanimous at 8:41 p.m.

Mayor

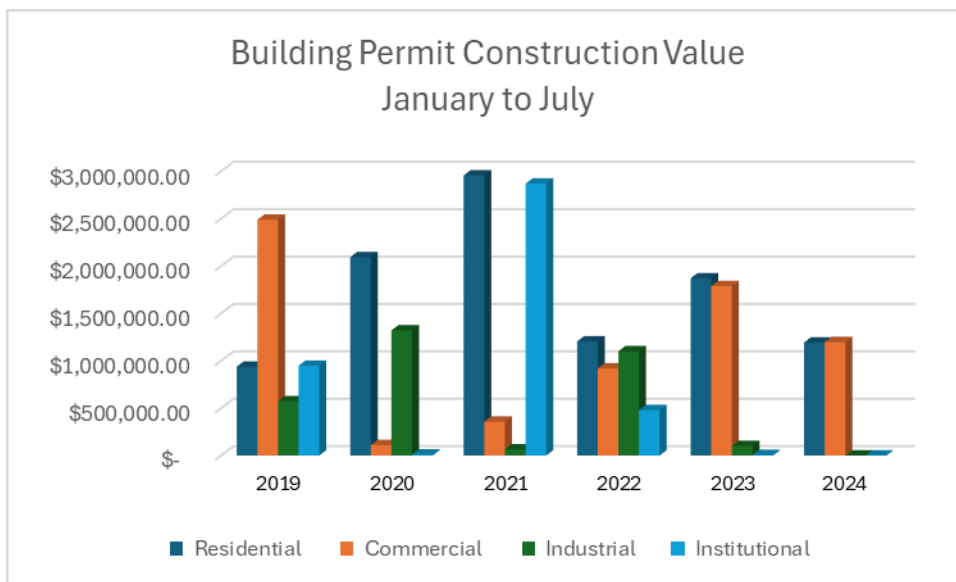
Assistant CAO

MEMORANDUM

To: Leann Graham, CAO
From: Angela Stormoen, Development Officer
Date: August 15, 2024
Re: Building Permit Trends 2019 to 2024 (January to July)

Information

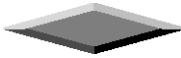
The Town of Stettler Council, at their regular council meeting July 16, 2024, requested more information regarding the building permit trends included monthly in the CAO Report. Please see below building permit values for 2019 to 2024 from January to July, including a breakdown by construction category and year. Furthermore, a table of major construction projects over \$150,000.00 for the past two years from January to July.



	2024 Permits to July 31, 2024		2023 Permits to July 31, 2023	
Institutional		\$0.00		\$5,000.00
Industrial		\$0.00		\$100,412.00
Commercial		\$1,196,600.00		\$1,787,525.00
Residential		\$1,192,574.00		\$1,869,961.00
Total		\$2,389,174.00		\$3,762,898.00
Major Construction Projects Greater Than \$150,00.00 Value				
	2024		2023	
	New Shop	\$347,087.00	Triplex	\$544,395.00
	New 4 Bay Retail	\$780,013.00	New Office Building	\$500,000.00
	Single Dwelling	\$360,000.00	Leasehold Improvements	\$200,000.00
	Duplex	\$500,000.00	Duplex	\$397,920.00
			New Industrial Shop	\$540,000.00
			Triplex	\$585,000.00

MEMORANDUM

To: Leann Graham, CAO
From: Angela Stormoen, Development Officer
Date: August 15, 2024
Re: Town of Stettler Tax Incentive Bylaw 2147-22 Update



Information

Town of Stettler administration has provided the below information as an update in regard to Tax Incentive Bylaw 2147-22 and amendment 2164-23. Since Town of Stettler Council passed the bylaw in January of 2022 and amendment to follow in December of 2023, administration has received 8 applications as outlined below.

Project Information			Incentive Level & Duration					
Civic Address	Change In Assessment Value	Year Incentive Received	Year 1	Total Incentive Received	Year 2	Year 3	Year 4	Year 5
5608 – 51 Avenue	\$71,360.00	2023	100%	\$723.83				
5807 – 50 Avenue	\$531,850.00	2024	100%	\$5,187.52	75%	50%		
4805 – 45 Avenue Close	\$433,520.00	2024	100%	\$4,251.55	50%			
4812 – 50 Street	\$83,820.00	2024	100%	\$922.86				
4918 – 50 Street	\$225,040.00	2024	100%	\$2,267.09	50%			
4908 – 51 Street	\$19,520.00	2024	100%	\$310.81				
4709 – 42 Street	TBD	2025						
4807 – 62 Street	TBD	2025						

*Year 1 values are as per the current 2024 assessed values. Future years are not determined until which time the assessments are provided.

** Please note the first year includes the refund of the Development Permit Fee (\$125.00) which will only be reflected in the first year of the incentive.

2024 Budget Summary - July 31, 2024

Revenue	2024 Budget	2024 Actual - July 31, 2024	Variance	%	Notes
Administration	\$272,020.00	\$121,451.77	\$150,568.23	44.65%	Sale of Lot / AT Project En
Inter Dept Utility Transfer - \$250,000)					
Police	\$778,728.00	\$45,434.12	\$733,293.88	5.83%	MSI Operating - \$104,896
Traffic Fines - Budget - \$60,000 - Actual - \$37,850.84 - 63%					
Provincial Grant - \$347,616					
Community Resource Program - Clearview \$40,000 / County - \$70,216					
Fire	\$272,562.00	\$38,681.45	\$233,880.55	14.19%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$124,756.00	-\$11,056.00	109.72%	
Business Licenses Budget - \$90,000 - Actual \$99,300.00 / Animal License Budget \$21,700 - Actual \$23,956.00					
Roads, Streets, Walks, Lights	\$469,535.00	\$64,648.05	\$404,886.95	13.77%	
Airport	\$10,880.00	\$9,777.60	\$1,102.40	89.87%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,556,491.00	\$1,780,874.42	\$1,775,616.58	50.07%	
Metered sale of water (Budget - \$2,099,132 - Actual \$943,712.14 = 45% - end of June - 50%)					
Metered out of Town (Budget - \$1,182,500 - Actual \$756,749.68 = 64% - end of June - 50%)					
Bulk water - Budget - \$40,000 - Actual - \$13,347.74 - 33%					
Sewer	\$1,103,741.00	\$470,371.14	\$633,369.86	42.62%	
Sewer Service Charges (Budget - \$951,721 - Actual \$450,200.70 = 47% - end of June - 50%)					
Garbage Collection & Disposal	\$877,238.00	\$439,267.27	\$437,970.73	50.07%	SWMA haul rebate - \$26,351
Residential Garbage Revenue (Budget - \$658,560 - Actual \$325,178.72 = 49% - end of June - 50%)					
Recycling Revenue (Budget - \$184,800 - Actual \$89,222.21 = 48% - end of June - 50%)					
FCSS	\$164,220.00	\$81,225.88	\$82,994.12	49.46%	
Cemetery	\$23,600.00	\$16,780.40	\$6,819.60	71.10%	
Planning & Development	\$263,851.00	\$17,528.03	\$246,322.97	6.64%	
Building Permits (Budget - \$30,000 - Actual - \$11,382.47)					
Economic Development - BOT	\$146,570.00	\$136,728.27	\$9,841.73	93.29%	
Subdivision Land	\$500.00	\$300.00	\$200.00	60.00%	Subdivision Fees
Land, Housing & Rentals	\$292,894.00	\$189,807.09	\$103,086.91	64.80%	
AE Kennedy Health Unit - \$212,679					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$4,000.00	\$12,116.04	-\$8,116.04	302.90%	
Recreation Programs	\$27,318.00	\$10,925.46	\$16,392.54	39.99%	Ball / Soccer
Facilities	\$1,310,413.00	\$379,137.51	\$931,275.49	28.93%	County / Pool / SRC
Community Hall	\$64,800.00	\$17,031.07	\$47,768.93	26.28%	
Senior's Center	\$21,750.00	\$11,843.34	\$9,906.66	54.45%	\$6000 Casino
Parks	\$283,305.00	\$84,515.41	\$198,789.59	29.83%	
Lions Campground - Budget - \$130,000 - actual - \$52,238.49 = 40%					
Operating Contingency	\$0.00	\$0.00	\$0.00	#DIV/0!	
Taxes / Penalties	\$9,414,905.62	\$9,364,360.98	\$50,544.64	99.46%	
Other Revenue	\$2,707,682.00	\$1,554,241.83	\$1,153,440.17	57.40%	
Franchise Fee - GAS (Budget - \$1,218,960 - Actual \$664,006.34 = 54% - end of June - 50%)					
Franchise Fee - ELECTRIC (Budget - \$820,322 - Actual \$405,788.55 = 49% - end of June - 50%)					
Return on Investments (Budget - \$600,000 - Actual - \$414,145.39) = 69%					
Total Revenue	\$22,180,703.62	\$14,971,803.13	\$7,208,900.49	67.50%	

Expense	2024 Budget	2024 Actual - July 31, 2024	Variance	%	Notes
Council & Legislative	\$248,427.00	\$130,261.88	\$118,165.12	52.43%	
Council Honorarium (Budget - \$179,427)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$14,611.65 = 91%)					
Administration	\$1,136,298.00	\$687,268.75	\$449,029.25	60.48%	
Police	\$1,815,154.00	\$258,134.86	\$1,557,019.14	14.22%	
RCMP - Contract Billings \$1,675,155					
Fire	\$969,715.00	\$368,713.00	\$601,002.00	38.02%	
Disaster Services	\$46,741.00	\$237.06	\$46,503.94	0.51%	
Bylaw Enforcement	\$196,855.00	\$94,281.11	\$102,573.89	47.89%	
Common Services	\$392,615.00	\$224,866.97	\$167,748.03	57.27%	
Roads, Streets, Walks, Lights	\$2,372,138.00	\$1,165,079.04	\$1,207,058.96	49.12%	
Airport	\$59,847.00	\$26,121.37	\$33,725.63	43.65%	
Water Supply & Distribution	\$3,509,094.00	\$1,578,328.43	\$1,930,765.57	44.98%	
Sewer	\$873,757.00	\$359,246.80	\$514,510.20	41.12%	
Garbage Collection & Disposal	\$815,432.00	\$382,866.65	\$432,565.35	46.95%	
FCSS	\$205,275.00	\$153,955.95	\$51,319.05	75.00%	
Cemetery	\$67,356.00	\$22,059.25	\$45,296.75	32.75%	
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	100.00%	
Planning & Development	\$619,785.00	\$265,228.49	\$354,556.51	42.79%	
Economic Development	\$619,150.00	\$293,969.71	\$325,180.29	47.48%	
Subdivison Land	\$49,865.00	\$29,458.05	\$20,406.95	59.08%	
Land, Housing & Rentals	\$47,628.00	\$34,609.43	\$13,018.57	72.67%	
Recreation - General	\$156,599.00	\$87,649.65	\$68,949.35	55.97%	
Recreation Programs	\$82,345.00	\$71,334.55	\$11,010.45	86.63%	
Facilities	\$2,974,853.00	\$1,305,867.65	\$1,668,985.35	43.90%	
Culture	\$353,387.00	\$270,570.49	\$82,816.51	76.56%	Parkland, Library, Museum
Community Hall	\$137,019.00	\$68,955.00	\$68,064.00	50.33%	
Senior's Center	\$13,481.00	\$3,607.01	\$9,873.99	26.76%	
Parks	\$915,253.00	\$311,818.57	\$603,434.43	34.07%	
Operating Contingency	\$746,091.00	\$0.00	\$746,091.00	0.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$191,000) (JE made at end of year prior to Audit)					
Available for Capital from 2024 Operating Budget for 2024 Capital Budget - \$949,797 (Water \$47,397+ Utility \$291,790 (sewer, waste, recycling) + Total Available for Capital - \$610,610) = \$949,797					
Requisitions	\$2,731,543.62	\$1,350,506.35	\$1,381,037.27	49.44%	
ASFF (Budget - \$2,188,640.77 - Actual - \$1,082,270.66 - 49%)					
ASFF Separate School (Budget - \$170,934.85 - Actual - \$82,251.69 - 48%)					
County of Stettler Senior Lodges (Budget - \$371,968 - Actual - \$185,984.00 - 50%)					
Total Expense	\$22,180,703.62	\$9,569,996.07	\$12,610,707.55	43.15%	
Surplus / Deficit	\$0.00	\$5,401,807.06			

Town of Stettler
2024 Capital Budget Summary

31-Jul-24

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2024 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2024	Utility (Water) Avail for Capital 2024 Interim Operating Budget (Rates) \$58,756	Utility (other) Avail for Capital 2024 Interim Operating Budget (Rates) \$276,645	Available for Capital 2024 Interim Operating Budget (taxes) \$547,518	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2024 Operating Budget	Debenture / Local Improvement	Grants - LGFF (\$981,743)	Grants - CCBF (\$372,605)	Grants - BMTG (\$0.00)	Other	Total				
Operating Capital Projects included in 2024 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve																					
Op-tran	2-32-09-00-03-244	Pathway rehab (2017 council direction)	Operating Budget								\$0.00						\$0.00				
Op-tran	2-32-09-00-00-244	Sidewalk replacement program (yearly)	Operating Budget								\$0.00						\$0.00				
2024 Capital Budget - Operational Projects (non TCA)																					
FIRE	2-23-02-00-02-561	Fire Engine Replace Reserve	\$100,000				\$100,000.00										\$100,000.00				
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000		\$22,331.65			\$55,000.00									\$55,000.00				
Op-tran	2-32-21-00-03-536	Pavement patching	\$110,000				\$110,000.00										\$110,000.00				
Water	2-41-01-00-09-252	Belt Clips-Meter Reading	\$25,000			\$25,000.00											\$25,000.00				
Storm	2-42-16-00-01-252	Culvert-Hwy 56 at Rail tracks	\$20,000		\$10,904.09		\$20,000.00										\$20,000.00				
Op	2-31-00-00-01-252	Asset Mgmt Program	\$60,000			\$60,000.00											\$60,000.00				
Op	2-32-21-00-07-252	Concrete Crushing	\$150,000		\$149,960.00				\$150,000.00								\$150,000.00				
Bldg	2-31-01-00-01-252	Salt Shed Door	\$30,000		\$13,361.54			\$30,000.00									\$30,000.00				
Sanitary	2-42-00-00-06-252	Lift Station A Pump Replacement- (\$450,000 total Project)	\$20,000							\$20,000.00							\$20,000.00				
Planning	2-61-02-00-08-239	Housing Assessment-Strategy	\$50,000		\$48,681.29					\$50,000.00		BOT Comm Events & BOT Events					\$50,000.00				
ADM	2-61-05-00-00-252	Computer replacement program (SRC)	\$14,000		\$1,624.58		\$14,000.00										\$14,000.00				
Admin	2-61-05-00-03-239	Back up Tapes	\$10,000		\$804.10					\$10,000.00	Computer Reserve						\$10,000.00				
Arena	2-73-11-02-09-239	Domestic Hot Water Holding Tank	\$33,000							\$33,000.00	County						\$33,000.00				
Arena	2-73-11-02-10-239	Ice Resurfacing Holding Tank	\$35,000							\$35,000.00	County						\$35,000.00				
Pool	2-73-13-03-06-252	Sand Filters-Back Mechanical room	\$35,000							\$35,000.00	County						\$35,000.00				
Pool	2-73-13-03-07-252	Canon Replacement - (Stage 1)	\$32,000							\$32,000.00	County						\$32,000.00				
General	2-73-11-02-11-239	Building Maintenance-Control Software Update	\$6,500							\$6,500.00	Computer Reserve						\$6,500.00				
Parks	2-77-92-00-01-252	Spray Park Upgrades (Planning Phase)	\$50,000					\$50,000.00									\$50,000.00				
Arena	2-73-11-02-12-239	Overheard Doors	\$30,000							\$30,000.00	County						\$30,000.00				
Parks	2-77-02-00-05-252	Open Spaces Master Planning RFP	\$30,000					\$30,000.00									\$30,000.00				
Culture	2-74-99-91-00-764	Culture reserve account	\$15,000				\$15,000.00										\$15,000.00				
2024 Capital Budget - Operational Projects (non TCA)			\$0.00		\$910,500.00		\$247,667.25	\$85,000.00	\$259,000.00	\$165,000.00	\$150,000.00	\$231,500.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$910,500.00	
2024 Capital Budget - Capital Projects (TCA)																					
Fire	6-23-00-00-50-650	Emergency Warning Equip & Carrier Slide Out (\$8,600-Warning Equip, \$10,835-Slide Out Bed)	\$19,435		\$14,744.49					\$19,435.00	Fire Capital Resere						\$19,435.00				
Fire	6-23-00-00-51-650	Reg Manager Fire Truck	\$130,000		\$109,507.47		\$65,000.00								\$65,000.00	County	\$130,000.00				
Fire	6-23-00-00-52-650	2025 Fire Engine (1.2 Million US \$)	\$1,700,000											\$1,700,000.00	Debenture		\$1,700,000.00				
Reg Fire	6-23-00-20-03-620	Storage for Training Facility	\$85,000							\$42,500.00	County			\$42,500.00			\$85,000.00				
Fire	6-23-00-20-02-620	Fire Station Renovation Drawings	\$15,000					\$15,000.00									\$15,000.00				
Bldg	6-31-01-20-05-620	Cold Storage Shed	\$400,000		\$1,875.30			\$400,000.00									\$400,000.00				
Roads	6-32-09-00-10-610	Pathway Connection of Homesteader Park	\$20,000					\$20,000.00									\$20,000.00				
Roads	6-32-09-00-11-610	Pathway Program-Spruce Drive Sidewalk	\$323,000										\$323,000.00				\$323,000.00				
Roads	6-32-21-10-04-610	Health Unit Parking Lot	\$145,000		\$3,579.47							\$80,000.00	\$65,000.00				\$145,000.00				
Roads	6-32-21-00-16-610	Spruce Drive-Hwy 56 to 61 Street	\$530,000		\$45,364.40								\$530,000.00				\$530,000.00				
Water	6-41-11-10-07-610	Watermain on 47 Ave- 46 to 48 Street	\$350,000		\$15,208.52							\$350,000.00					\$350,000.00				
Equip	6-31-11-00-32-630	Skid Steer	\$35,000		\$98,189.02			\$35,000.00									\$35,000.00				
Equip	6-31-11-30-51-650	Tandem	\$300,000					\$300,000.00									\$300,000.00				
Vehicle	6-31-11-00-50-650	Two 3/4 Ton Trucks	\$145,000		\$70,040.65	\$145,000.00											\$145,000.00				
	6-32-21-10-16-610	Okoppe Walkway	\$72,000					\$12,000.00	\$60,000.00								\$72,000.00				
Parks	6-77-05-10-02-610	Sports Park-Parking Curbs	\$15,000		\$12,400.00			\$15,000.00									\$15,000.00				
2024 Capital Budget - Capital Projects (TCA)			\$0.00		\$4,284,435.00	\$370,909.32	\$145,000.00	\$65,000.00	\$97,000.00	\$760,000.00	\$19,435.00	\$0.00	\$42,500.00	\$0.00	\$430,000.00	\$918,000.00	\$0.00	\$1,807,500.00	\$0.00	\$4,284,435.00	
2024 Total Capital Budget			\$0.00		\$5,194,935.00	\$618,576.57	\$230,000.00	\$324,000.00	\$262,000.00	\$910,000.00	\$250,935.00	\$0.00	\$62,500.00	\$0.00	\$430,000.00	\$918,000.00	\$0.00	\$1,807,500.00	\$0.00	\$5,194,935.00	
Council Motion -			\$5,194,935.00	#DIV/0!				\$882,919.00	\$816,000.00					\$868,078.00	-\$221,088.00	\$357,120.00				\$5,194,935.00	
2024 Capital Additions-WTP Boiler			\$95,000.00						\$66,919.00												\$0
Total 2024 Capital Budget			\$5,289,935.00																		
Difference (Actual vs Council Budget)			-\$95,000																		

		2023 Carry Forward																
		Brought forward from 2023 Budget Carry Forward	2023 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2024	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2024 Operating Budget	Debtenture / Local Improvement	Grants - LGFF	Grants -CCBF	Grants - BMTG (\$0.00)	Other	Total	
2023 Carry Forward - Operational Projects (non TCA)																		
Op-Wat	2-41-01-00-10-252	PCL (programmable logic control) - Carry Forward - \$109,532.73 - Melissa - Jan 9, 2024	\$109,533.00							\$109,532.73							\$109,532.73	
Op-Wat	2-41-01-00-13-252	Make Up air unit - Carry Forward - \$28,536.34 - Melissa - Jan 10, 2024	\$28,536.00			\$28,536.34											\$28,536.34	
Op-Sew	2-42-00-00-02-583	Receiving water body quality assessment - Carry Forward - \$50,000 - Melissa - Jan 9, 2024	\$50,000.00		\$3,733.00		\$50,000.00										\$50,000.00	
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	\$145,351.00													\$200,000 Grant (County)	\$145,350.94	
	2-74-14-00-03-252	Hot water tank replacement Carry Forward \$10,000 - PLS - Jan 10, 2024	\$9,800.00		\$8,497.86					\$9,800.00		Culture					\$9,800.00	
	2-73-13-03-05-252	Pool - Blind replacement (electrical) and whirlpool manual Carry Forward - \$15,000 - Brad - Jan 10, 2024	\$15,000.00							\$15,000.00		Community Partnership					\$15,000.00	
	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 - 2024 Carry Forward \$9,646 - Brad - Jan 10, 2024	\$9,646.00		\$8,560.00					\$9,646.00		Chain Link Fence					\$9,646.00	
	2-77-02-00-03-519	Top dressing spreader - Carry Forward - \$10,800.00 - PLS - Jan 10, 2024	\$10,800.00				\$10,800.00										\$10,800.00	
	2-77-03-00-01-519	Campground - Furnace & hot water tank - Carry Forward - \$11,500 - PLS - Jan 10, 2024	\$9,600.00		\$0.00		\$9,600.00										\$9,600.00	
Parks	2-77-02-00-05-519	Outdoor arena refurbishment (new boards - \$104,210) - installation in 2023 - carry forward - \$52,105 to 2023 - delivery in 2023 - Brad - Dec 22, 2023 - 2024 Carry Forward \$52,105.00 - Brad - Jan 10, 2024	\$52,105.00						\$52,105.00								\$52,105.00	
																	\$0.00	
																	\$0.00	
																	\$0.00	
2023 Carry Forward - Operational Projects (non TCA)		\$0.00	\$440,371.00		\$20,790.86	\$28,536.34	\$70,400.00	\$0.00	\$52,105.00	\$143,978.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,350.94	\$0.00	\$440,371.01
2023 Carry Forward - Capital Projects (TCA)																		
Cap Fire	6-23-00-10-00-610	Fire Hall Traffic Signals - carry forward \$15,000 (1/2 County) to 2023 - Etienne - Dec 20, 2022, 2024- Carry forward \$15,000 from 2023 and add \$4,000	\$19,000.00					\$19,000.00									\$19,000.00	
Cap Fire	6-23-00-00-50-650	Replace Fire Chief Truck (2023 - \$94,000) - Reserve 2022 - County Invoice 2023 - 2023 Carry Forward \$94,000 - Jan 10, 2024	\$106,000.00		\$106,000.00			\$59,000.00		\$47,000.00		Fire Capital					\$106,000.00	
Cap-Tran	6-32-21-10-05-610	2024 - \$200,000 - 48th Ave Cost Sharing on Paving (Wellings) - Carry Forward - \$200,000 - Melissa - Jan 9, 2024	\$200,000.00							\$200,000.00		Land Development					\$200,000.00	
Cap-Air	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 -Carry Forward \$1,932,085.92 - Melissa - Jan 9, 2024	\$1,932,086.00		\$28,625.13			\$203,085.92								\$1,729,000.00	STIP Grant \$1,482,000/ County = \$247,000	\$1,932,085.92
Cap-Wat	6-41-14-20-01-620	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 - Melissa Jan 9, 2024 carry forward balance \$761,612.86	\$761,613.00		\$10,224.66								\$761,612.86				\$761,612.86	
Cap-Sew	6-42-00-00-12-610	Lift Station Upgrade - From 2022 Carry Forwards - Carry Forward \$153,543.89 - Melissa - Jan 9, 2024	\$153,544.00		\$263,545.74								\$153,543.89				\$153,543.89	

Cap-Tran	6-32-21-10-15-610	44 Avenue overlay from Hwy 12 to 38St - CAPP - carry forward \$7,500 for final Engineering - Melissa - Dec 22, 2022 - 2024 Carry Forward \$7,500.00 for final Engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
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 - Melissa - Dec 22, 2022 - 2024 carry Forward \$7,500 for final engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Wat	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 - Melissa - Dec 22, 2022 - 2024 Carry Forward - \$7,500 for final engineering - Melissa - Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Water	6-41-11-10-12-610	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 - Melissa - Dec 22, 2022 - 2024 Carry Forward - \$7,500 for final engineering - Melissa, Jan 9, 2024	\$7,500.00						\$7,500.00										\$7,500.00	
Trans	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 - 2024 Carry Forward \$5,000 for Fence - Melissa - Jan 9, 2024	\$5,000.00					\$5,000.00											\$5,000.00	
Cemeter	6-56-00-60-01-660	New - columbarium - Carry forward \$21,000 - Allan - Jan 10, 2024	\$21,000.00		\$18,446.00			\$21,000.00											\$21,000.00	
Parks	6-77-02-30-01-630	Toro mower replacement -tender in 2023 - carry forward - \$96,000 - retender in 2023 - Brad - Dec 22, 2022 - 2024 - Carry Forward - \$96,000 - PLS - Jan 10, 2024	\$96,000.00					\$96,000.00											\$96,000.00	
																			\$0.00	
																			\$0.00	
2023 Carry Forward - Capital Projects (TCA)			\$0.00	\$3,324,243.00		\$426,841.53	\$0.00	\$0.00	\$307,085.92	\$126,000.00	\$247,000.00		\$0.00	\$0.00	\$915,156.75	\$0.00	\$0.00	\$1,729,000.00	\$0.00	\$3,324,242.67
2023 Total Carry Forwards			\$0.00	\$3,764,614.00		\$1,066,208.96	\$28,536.34	\$70,400.00	\$307,085.92	\$178,105.00	\$390,978.73		\$0.00	\$0.00	\$915,156.75	\$0.00	\$0.00	\$1,874,350.94	\$0.00	\$3,764,613.68
2024 Total Capital Budget (including Carry Forwards)			\$0.00	\$8,959,549.00		#DIV/0!	\$258,536.34	\$394,400.00	\$569,085.92	\$1,088,105.00	\$641,913.73		\$62,500.00	\$0.00	\$1,345,156.75	\$918,000.00	\$0.00	\$3,681,850.94		3,764,613.68
2024 Total Capital Budget Difference From Budget to Actual				-\$8,959,549.00					\$1,222,022.26		\$1,730,018.73			Total Grants Available	\$1,359,751.00	\$925,822.73	\$0.00			
									Total Reserves		\$2,952,040.99			Balance - December 31, 2024	\$14,594.25	\$7,822.73	\$0.00			

Town of Stettler

2024 Reserves

31-Dec-23

Pre-Audit

Capital Reserves		31-Dec-21	31-Dec-22	31-Dec-23	2024 Additions	2024 Deletions	31-Dec-24
4-16-00-00-12-760	Computer	\$26,899.74	\$53,799.74	\$63,866.75		-\$16,500.00	\$47,366.75
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	\$0.00			\$0.00
4-16-00-01-23-760	Fire Capital	\$770,598.99	\$917,598.99	\$265,348.99	\$100,000.00	-\$66,435.00	\$298,913.99
4-16-00-03-74-760	Senior Centre	\$19,250.00	\$19,250.00	\$15,250.00			\$15,250.00
4-16-00-01-31-760	Common Service - Equipment	\$52,172.73	\$61,852.39	\$11,852.39			\$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	\$1,127.72			\$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	\$800,700.00	\$1,067,600.00	\$945,259.08	\$266,000.00	-\$180,000.00	\$1,031,259.08
4-16-00-02-41-760	WTP (membranes replacement)	\$205,545.21	\$255,545.21	\$150,000.00	\$50,000.00	-\$109,532.73	\$90,467.27
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
Total Capital Reserves		\$2,191,744.89	\$2,692,224.55	\$1,748,052.14	\$416,000.00	-\$382,113.73	\$1,781,938.41

Operating Reserves		31-Dec-21	31-Dec-22	31-Dec-23	2024 Additions	2024 Deletions	31-Dec-24
4-15-00-00-21-700	RCMP Criminal Records Fee	\$62,263.70	\$70,009.95	\$78,629.67			\$78,629.67
4-15-00-00-23-700	Rescue Unit	\$213,628.68	\$233,338.21	\$287,565.47			\$287,565.47
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	\$0.00			\$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	\$66,294.08	\$70,544.08	\$80,844.08			\$80,844.08
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		-\$46,522.02	\$1,087.22
4-15-00-06-64-700	BOT Events	\$3,477.98	\$3,477.98	\$3,477.98		-\$3,477.98	\$0.00
4-15-00-00-69-700	Building Maintenance	\$39,600.00	\$41,800.00	\$44,000.00			\$44,000.00
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	\$126,753.17	\$129,256.17	\$45,463.87	\$15,000.00	-\$9,800.00	\$50,663.87
4-15-00-00-97-700	General	\$2,441,808.40	\$3,055,727.06	\$4,296,021.37		-\$1,088,105.00	\$3,207,916.37
4-15-00-01-12-700	Office Automation	\$2,825.15	\$2,825.15	\$2,825.15			\$2,825.15
4-15-00-01-21-700	RCMP Contract	\$399,631.67	\$532,087.47	\$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	\$587.00	\$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	\$0.00	\$0.00			\$0.00

4-15-00-01-66-700	Land Development	\$1,071,554.77	\$1,071,554.77	\$1,071,554.77			-\$200,000.00	\$871,554.77
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	\$10,119.46	\$16,119.46	\$9,119.46				\$9,119.46
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	\$10,921.76	\$25,921.76	\$25,921.76				\$25,921.76
4-15-00-03-12-700	ARB	\$6,000.00	\$6,946.00	\$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	\$22,936.70	\$72,936.70	\$72,936.70				\$72,936.70
4-15-00-05-64-700	Marketing Plan	\$0.00	\$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				\$40,000.00
4-15-00-05-12-700	Admin Sucession Planning	\$300,000.00	\$300,000.00	\$188,652.60				\$188,652.60
4-15-00-06-12-700	PY - Vacation Accrual	\$163,058.00	\$163,058.00	\$163,058.00				\$163,058.00
	COVID Municipal Operating Support transfer (MOST)	\$198,718.75	\$0.00	\$0.00				\$0.00
4-15-00-06-41-700	Water Plant - Desludging	\$210,000.00	\$280,000.00	\$350,000.00	\$70,000.00			\$420,000.00
4-15-00-07-41-700	Water Plant - Small Equip Non TCA	\$46,374.88	\$96,374.88	\$171,374.88	\$75,000.00			\$246,374.88
Total Operating Reserves		\$6,256,465.85	\$6,973,063.34	\$8,195,747.79	\$160,000.00	-\$1,347,905.00		\$7,007,842.79
4-15-00-00-98-700	Utilities - Other	\$570,198.91	\$513,382.59	\$707,375.53	\$276,645.00	-\$394,400.00		\$589,620.53
4-15-00-00-96-700	Utilities - Water	\$380,696.29	\$391,529.49	\$306,270.29	\$58,756.00	-\$258,536.34		\$106,489.95
4-15-00-00-95-700	Contingency Reserve - Interim Budget - Available for Capital	\$355,417.67	\$527,611.76	\$176,616.32	\$614,396.00	-\$569,085.92		\$221,926.40
Total Interim Budget - Available for Capital (rates /tax)		\$1,306,312.87	\$1,432,523.84	\$1,190,262.14	\$949,797.00	-\$1,222,022.26		\$918,036.88
Total Operating Reserves		\$7,562,778.72	\$8,405,587.18	\$9,386,009.93	\$1,109,797.00	-\$2,569,927.26		\$7,925,879.67
Total Capital & Operating Reserves		\$9,754,523.61	\$11,097,811.73	\$11,134,062.07	\$1,525,797.00	-\$2,952,040.99		\$9,707,818.08
								\$9,707,818.08

TOWN OF STETTLER
CU BANK RECONCILIATION for Vision Credit Union
AS OF July 31 , 2024

Net Balance at End of Previous Month	\$	16,628,248.68
ADD: General Receipts (summarized below)		1,515,286.91
Interest Earned (Prime 6.70% less 1.60% = 5.10%)		74,153.14
Investments Matured		-
SUBTOTAL		18,217,688.73
LESS: General Disbursements		1,154,444.09
Payroll		333,167.77
Investments		-
Debenture Payments		-
Returned Cheques		1,740.98
Bank Charges		287.30
SUBTOTAL		1,489,640.14
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	16,728,048.59
Balance at End of Month - Bank		16,715,647.43
ADD: Outstanding Deposits		64,024.58
LESS: Outstanding Cheques		51,623.42
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	16,728,048.59
INVESTMENTS:		
US Bank Account		502,033.64
US Bank Interest		103.80
SUBTOTAL		502,137.44
TOTAL CASH ON HAND AND ON DEPOSIT	\$	17,230,186.03

THIS STATEMENT SUBMITTED TO COUNCIL THIS 20th DAY OF AUGUST, 2024

MAYOR

ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3	Tax	AR	658,640
4	Utility	AR	304,101
5	AB Health Service	Rental- Kenndy	17,779
6	BOT	Salary Reversal	34,090
7	County of Stett	Fire Agreement	36,399
8	County of Stett	WFR Wholesale Fire	12,841
9	FCSS-Q3	Grant	41,055
10	SMRWS	Water	81,020
11	Stettler Child Care	Loan	16,250
12	HWY 12/21	Water	42,940
13	SRC	Camping	16,913
14	Atco Electric	Franchise Fee	65,442
15	Apex	Franchise Fee	81,013
16	Other		106,804
17		Total	1,515,287

TOWN OF STETTLER

Prepared by: Department Heads Number: II-4(b)
Adopted by: Town of Stettler Council Date: 1986 08 19
Revised: 2024 08 20

Title: **Employee Attendance**

Purpose: To establish guidelines for employees who will be absent from work.

Policy Statement: If known in advance, prior authorization shall be requested from the supervisor if absence from work is expected.

An employee who is absent from work without prior authorization shall communicate the reason for his/her absence to his/~~her~~ immediate supervisor ~~within two hours of the commencement of the~~ **as soon as probable or no later than 30 minutes before their scheduled start time of the** workday.

TO: Town of Stettler Council

DATE: 2024 08 20

FROM: Leann Graham
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – JULY 2024

CAO – LEANN GRAHAM

1. Meetings:

- Vacation July 17- August 5
- Town Council
- Staff and Department Head
- Daily Office Meetings
- Weekly Meetings with Mayor Nolls
- General Administrative Staff Meetings
- Fire Staff Meetings
- Meeting with Health Minister LaGrange
- Meeting with Clearview Superintendent
- Attended Doctor Recruitment Luncheon with Dr. Victoria Onwuzurike
- Meeting with Board of Trade Executive Director
- Meeting with Bond-o Security
- Attended Former Employee and Councilor Dave Dennis Funeral
- Parks Tender Discussion Meeting
- Archival and Corporate Project Planning

2. Projects:

- Council Agendas
 - Staff Reports Review and Preparation
- Clearview Shared Facility Agreement Review
- SRO Contract and Financial Review
- Human Resource Matters
- Budget Review
- Development Officer Training/Mentorship
- Administrative and Staff Matters
- Ratepayer and Community Partner Matters
- SRFD Agreement Management
- Physician Recruitment Policy and Agreements
- County of Stettler Recreation Update
- Archival Project
- County of Settler Housing Authority Work Order Request
- Flood Study Feedback
- Xplore Tower Request
- Organizational Policy Review
- Employee Attendance Policy
- Town Office Facility Inspection and Planning
- Corporate/Communications Replacement
- Physician Recruitment Historical Financial Review
- Fire Agreement Financials
- Tennis Courts Review Historical Information and Financial Contributions

ASSISTANT CAO – KIM HYMERS

1. Meetings attended included:
 - Council
 - Staff
 - Department Head
 - Stettler Needs Doctors Townhall

2. Projects worked on included:
 - Policy Review – read and review policies
 - Bylaw Review – read and review bylaws
 - Financial Reports
 - Month End Financial Reporting
 - Payroll Budget
 - CEI Agreement
 - Continued training with Manager of Accounting & Financial Services
 - Police Multi Year Financial Plan Update

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Report for June and July

- 47 Avenue Watermain replacement – construction completed
- Asset Management Software and consult services Request for Proposal
- Spruce Drive Rehabilitation construction commenced
- Sidewalk replacement tender preparation and award
- Cold Storage replacement Request for Proposal preparation and award
- Alberta Environment Flood Hazard mapping report review and comments
- Okoppe Park concrete work quotes
- CUPE staff discussion
- Waterworks Utility Bylaw review and update
- Airport Board Meeting
- Organizational safety meeting
- Highway 12 and 56 improvements and pedestrian crossing tender and award
- Red Deer River Basin – Drought and Water Sharing Group update meeting June and July Meeting
- Parks and Public Works Meeting
- First Aid Training updated
- Development meeting 7407 50 Ave
- Recycle transitions through EPR program to Council
- Evaluation of County of Stettler dust control request
- Attended Tagish customer appreciation event
- Circular Materials webinar
- Airport webinar – long term viability
- Wellings Development proceeding – design review, wetland review, developer meetings
- Kin Club playground design and layout review, including addition of pathway with costing and layout
- Water Reservoir Upgrades RFP review and award

TRANSPORTATION – SARAH MCCRINDLE

- The sweeper swept after the Canada Day fireworks
- Dug out and rebuilt 2 patches of road out in the east end by the COOP bulk station
- Sweeper out when needed
- Hauled excess un-reusable material to the regional dump
- Pushed up the gravel that was hauled into the yard by a local contractor
- Line painting thru out the town
- Monthly shop inspection
- Monthly crosswalk and traffic light inspection
- Grader out grading back alleys and perimeter roads
- Completed the list of sidewalk repairs thru out the town and the bricks on main street
- Fixed a handicap sign at the medical clinic that was knocked down
- Filled potholes
- Milled some spots for asphalt patching
- Asphalted two spots beside the solar crosswalk lights at the arena on 44ave
- Asphalt patching
- Pushed up the screened dirt pile in the shop yard
- Hydrovac some holes at the fire hall for their new lights
- Garbage can repair when needed
- Staff training in first aid for the summer casuals and air brake course for the mechanic
- Swept 47 Ave past the fire hall when the contractor was done replacing the water line
- Sweeper out for sweeping the route for the triathlon
- Repairs to the solar crosswalk lights
- Installed a third solar sump pump out at the airport on the north side of the runway at the west end
- Dropped off barricades at the health unit for the paving company
- Started putting rubberized cold pour crack filler to 70 St north of the train tracks
- Cleaned ditches at the campground and where the one storm drain drains into the ditch along Hwy 56
- Sidewalk grinding along 50 A Ave after a homeowner complaint
- Open and close the columbarium as needed
- Moved cement blocks out at the water treatment plant
- Pushed up the clay pile as a local contractor hauled into the shop yard
- Picked up metal pieces at the concrete site
- Removed the “new” signs and posts from Hwy 12 where the new road was built
- Pushed up the asphalt pile at the concrete site as a contractor was hauling in to there from the project on spruce drive
- Emergency repair on a storm drain on 44 Ave by the rec centre
- Sign repair list
- Took our loader mounted to snow blower to a local welder to fix the plate that the blade attaches to
- Lower some manholes in town that cause us problems when we are hauling snow
- Dig and fill cremations as needed
- Clean catch basins after any rain
- Put the speed radar trailer on 47ave at the firehall going to the east
- Repaired all the ends of the pathways along 65st with new asphalt

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

Meetings:

- After Council
- Department head
- Joint Health & Safety
- Heartland beautification
- Golf course meeting
- Stettler needs Dr.'s meeting
- Minor ball meeting
- Arena operational staff meeting
- Joint Parks & Public works work planning
- BOT meeting

Projects:

- Campground infrastructure maintenance and repair
- Community hall maintenance
- Overhead door installation in Blue and Red arenas
- Safety courses
- Fence repair
- Concern and complaints
- Gopher trapping
- Ice Plant start up
- Ice installation
- Orchard irrigation
- Vandalism cleanup
- Beaver control
- Spray Park maintenance and door repair
- Move blocks at WTP
- Bleacher painting in Blue Arena
- WIFI issues at SRC and Campground
- Transient abatement
- Health Unit AHU roof repair
- Tree cleanup after wind storm
- Regular mowing and parks maintenance

PLANNING & DEVELOPMENT SERVICES – ANGELA STORMOEN

1. Building Permit Activity to Date

	2024 Permits to July 31, 2024	2023 Permits to July 31, 2023
Institutional	\$0.00	\$5,000.00
Industrial	\$0.00	\$100,412.00
Commercial	\$1,196,600.00	\$1,787,525.00
Residential	\$1,192,574.00	\$1,869,961.00
Total	\$2,389,174.00	\$3,762,898.00

2. Projects:

- Land Sale(s)
- Wellings Development

- Economic Development Committee Initiative
- AE Kennedy Maintenance / Paving
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries
- Housing Assessment
- Intermunicipal Development Plan
- Rezoning Applications
- Leasehold Agreements

3. Meetings:

- Intermunicipal Development Plan
- Housing Assessment
- MPC
- Council Meeting
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- Economic Development
- Health Unit
- Entrepreneur Stream

WATER – GRANT MCQUAY

- Rounds, readings and locates
- Dig site maintenance
- Weekly cleaning of WTS sanitary tank's
- CL17 analyzer bottles changed out.
- Flushed grease mat at A lift station
- Curbstop repair's
- Turning off CC's for plumbing repairs/non payment
- Weekly water distribution sampling for bacti and chlorine residuals.
- Weekly testing for lift station emergency system.
- Sewer backups and responding to customers
- Sewer service repairs
- Water Service leaks
- Weekly Wastewater sampling.
- Weekly Wastewater treatment.
- Water Meter changes.
- Aeration system, monitored quality of treatment
- Council Meeting/Safety meeting
- Worked on Shop projects truck 174
- Water dispenser replaced Flowmeter and control module
- Sewer Main Flushing- program
- Water Main Valve repairs.

- Weekly cleaning of screen in MH#2 at Lagoons
- Working with construction contractors
- Biyearly sampling
- Quarterly maintenance at facilities
- Pushed up cattails that had been removed from the wetlands in winter.
- B lift station repairs.

PARKS & LEISURE FOREMAN – DESIRAE PERRY

- Canada Day Festivities
- Removal of tin around overhead door to prepare for door replacement in both arenas
- Removal of boards and glass, raise the netting in both arenas for overhead door replacement.
- Roger painted the railings and stands in the Blue Rink
- Pressure washed benches in West Stettler Park and swept pathway prior to Triathlon
- Overhead Door replacement July 9-12
- Graffiti Removal at Skateboard Park
- Gathered items for Triathlon; pickup after event
- Cleaned up fallen trees at the 'Acklands' Lot
- Replaced tin in arenas after the completion of the Overhead Doors. Put boards and glass in as well as lowered the netting.
- All summer casuals spent a few days at the Community Orchard
- Ashley completed her Fall Protection and Aerial Lift course
- Set up and Takedown for the 'Stettler Needs Doctors' Town Hall meeting; assisted with sign removal
- Started Ice Plant and started icemaking on the Blue side
- Tree Removal
- Daily upkeep of diamonds, campground and spray park
- Mulch beds; weed, cut out dead and add new mulch to some
- Water flowers daily
- Playground Inspections
- Did tree maintenance work as well as a few tree takedowns at Heart Haven
- Regular upkeep of green spaces, sports fields, raised flower beds

TOWN OF STETTLER FIRE CHIEF – MARK DENNIS

1. Training
 - July 8 Officer meeting
 - July 5 Hose & Nozzle Training
 - July 22 Apparatus, Social Media SOG Training
 - July 29 Advancing Hose lines
2. Fire Department Operations
 - Fire station emergency warning light project
 - First Due software meeting
 - AFRRCS project - on going
 - Replacement engine specification planning meeting
 - Apparatus maintenance

- Working on new squad unit equipment setup
- Ongoing fire safety inspections and pre planning, fire safety public education, incident investigations, fire cause determination submission to AB gov
- Vacation

WATER TREATMENT PLANT SUPERVISOR – Chris Saunders

1. During a storm a tree fell on the powerline to the plant. Tree was removed by repair crew and the power was restored in a few hours.
2. Ongoing commissioning work with the plant computer upgrade capital project.
3. Communication problems ongoing between the town reservoirs and the plant. Trees are most likely the problem so a new 40' tower will be installed.
4. The new cooler for compressor "A" has arrived. Waiting for an opportunity for Steve Dahl to come out to the plant for it to be installed.
5. Action Plumbing installed the new coil for the plant Air Heater. The air dampers were found to be seized. They were well oiled and stroked manually until they could be freely moved by the air drives. These drives, the air temperature and humidity sensors will all be changed out by Bagshaw Electric to finish off the Capital Upgrade Project.
6. Hot water has now been plumbed to the polymer make down unit for better mixing, especially handy in the winter when the water gets down to 2 degrees.
7. The plant was running well through July with a few days of heavy demand.
8. The yearly crane inspection, biyearly AMC maintenance and yearly Cathodic Protection Survey are all scheduled for the first half of August.
9. Routine monthly maintenance carried out.

DIRECTOR OF INFORMATION SERVICES – GRAHAM SCOTT

Meetings:

- July 19th – AB Municipalities Infrastructure Committee Meeting
- Staff & Department Head meetings
- Daily office meetings
- Weekly IT meetings

Projects of note include:

- Acquired NEC circuits for office phones since NEC will no longer be making them. One was swapped out for a failing circuit, others to be kept as backup for the two operating circuits
- Summarized and distributed AB Muni committee material for staff input prior to meeting
- In a backup role, got new staff setup with office IT. It blurs together, but backup IT was busy.
- Annual Staff Safety Day preparations on cyber-security training
- Got my "Go-Kit" ready for this wildfire season
- Walk 'n Roll walkthrough with staff
- Assisted with repair of wide-format scanner, it needed a new main board.
- Fulfilling other mapping/printing requests
- Mapping and database updates (paper, electronic and webmap)
- Completed one of the most dangerous hikes in North America, Angel's Landing on a 40°C day!
<https://www.explore.com/1365533/most-dangerous-hikes-united-states/>

REGIONAL FIRE MANAGER – IVAN DIJKSTRA

1. Meetings attended included:

- Town Administration Meeting,
- County of Stettler Council,
- County Administration Meeting,
- AFRRCS meetings,
- AEMA – Alberta Urban Wildland Interface Coordinator
- AFCA – Webinar on Alberta Emergency Services Medal and Federal Emergency Fire Services Exemplary Services Medal programs

2. Projects worked on included:

- Assist fire investigation & emergency incident responses, and call entry data maintenance
- Continued work on preparation of AFRRCS Roll-out, hardware is in the process of being programmed. All mobile radios programmed and process of being installed in the vehicles
- Fire prevention tour for day school group
- New County Fire Chief started July 8th
- Started budgets 2025
- Completed squad 01 build out
- Year-to-Date SRFD Incident Statistics as of July 31, 2024:

	SRFD	Town	County
Fire Dollar Loss	10	5	5
Fire No Dollar Loss	29	4	25
Medical Assists	34	18	16
MVC	17	5	12
Alarms Ringing	44	39	5
Hazmat	1	1	0
Other	2	1	1
TOTAL	137	73	64

Leann Graham
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77382	77395
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Active Network	77382	2024-08-09	\$447.83

Invoice Description	Invoice Number	Invoice Amount	

P&L - Membership Cards	00134139	\$447.83	
=====			
Admiral Welding Ltd.	77383	2024-08-09	\$840.00

Invoice Description	Invoice Number	Invoice Amount	

Sidewalks - Grates	1183	\$840.00	
=====			
ASK Environmental	77384	2024-08-09	\$24,006.15

Invoice Description	Invoice Number	Invoice Amount	

Bylaw - Remove Materials	4688	\$24,006.15	
=====			
Atlas Copco Compressors Canada	77385	2024-08-09	\$3,893.98

Invoice Description	Invoice Number	Invoice Amount	

WTP - Oil Air Cooler	1124014168	\$3,893.98	
=====			
Hewson, Harry	77386	2024-08-09	\$400.00

Invoice Description	Invoice Number	Invoice Amount	

Entertainment in the Park	2024	\$400.00	
=====			
Nutec/Electro Tel	77387	2024-08-09	\$640.50

Invoice Description	Invoice Number	Invoice Amount	

Office - Service for Phones	195599	\$640.50	
=====			
Receiver General for Canada	77388	2024-08-09	\$65,820.99

Invoice Description	Invoice Number	Invoice Amount	

Town Tax Remittance	PP16-24	\$51,237.53	
Town Tax Remittance	PP16-24.	\$8,098.42	
BOT Tax Remittance	PP16-24.BOT	\$2,746.30	
Library Tax Remittance	PP16-24.LIBRAR	\$3,738.74	
=====			
Stettler Tool & Hardware	77389	2024-08-09	\$2,018.63

Invoice Description	Invoice Number	Invoice Amount	

Water - Drill	10013865	\$1,784.99	
Trans - Pipe & Parts	10013789	\$90.88	
Water - Wrenches	1013611	\$142.76	
=====			
Summit Memorials Ltd.	77390	2024-08-09	\$997.50

Invoice Description	Invoice Number	Invoice Amount	

Park - Relevel Monument	118223	\$997.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Supply Co.	77391	2024-08-09	\$634.79
Invoice Description	Invoice Number	Invoice Amount	
Fire - Polythylene	INV-001104	\$634.79	
Tactical Innovations Canada	77392	2024-08-09	\$648.90
Invoice Description	Invoice Number	Invoice Amount	
Fire - Helmet Patches	24073070	\$92.40	
Fire - Joint - Helmet Patches	24072968	\$556.50	
The Stuffed Potato Co.	77393	2024-08-09	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
Trans Staff Lunch	0204165	\$150.00	
Van Electric	77394	2024-08-09	\$7,962.68
Invoice Description	Invoice Number	Invoice Amount	
Water - New LED Lights	727	\$3,939.08	
Water - LED Lights	728	\$4,023.60	
Work Authority	77395	2024-08-09	\$1,343.92
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint & Town - First Aid	906288	\$1,343.92	
	Total Cheques		\$109,805.87

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77396	77411
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Barbra Clement	77396	2024-08-16	\$510.00

Invoice Description	Invoice Number	Invoice Amount	

Parks - Campground Rental	2024.08.13	\$510.00	

Brayden Goodine	77397	2024-08-16	\$35.25

Invoice Description	Invoice Number	Invoice Amount	

Water - Refund Credit	2024.07.31	\$35.25	

C. R. Glass Ltd.	77398	2024-08-16	\$199.50

Invoice Description	Invoice Number	Invoice Amount	

Shop - New Door Knob	3706	\$199.50	

Certified Laboratories	77399	2024-08-16	\$1,412.15

Invoice Description	Invoice Number	Invoice Amount	

Trans - Hydraulic Oil	935569	\$1,412.15	

Chesla Enterprise Ltd.	77400	2024-08-16	\$5,000.00

Invoice Description	Invoice Number	Invoice Amount	

Holdback - Security Release	2024.08.12	\$5,000.00	

Earl Morgan	77401	2024-08-16	\$850.00

Invoice Description	Invoice Number	Invoice Amount	

Entertainment in the Park	20224	\$850.00	

Fastimes Towing	77402	2024-08-16	\$393.75

Invoice Description	Invoice Number	Invoice Amount	

Park - Tow from SRC to Shop	5346	\$393.75	

Heartland Youth Centre	77403	2024-08-16	\$91.00

Invoice Description	Invoice Number	Invoice Amount	

2024 HYC Auction Proceeds	2024.08.09	\$91.00	

Ken-Mar Concrete	77404	2024-08-16	\$724.50

Invoice Description	Invoice Number	Invoice Amount	

Fire - Sidewalks	20240722	\$724.50	

Konecranes Canada Inc.	77405	2024-08-16	\$1,974.00

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP - Crane Inspection	191814141		\$1,974.00
Linde Canada	77406	2024-08-16	\$383.92
Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemical	44189315	\$383.92	
RCAP Leasing	77407	2024-08-16	\$218.40
Invoice Description	Invoice Number	Invoice Amount	
Office - Telephone	1119443	\$218.40	
The City of Red Deer	77408	2024-08-16	\$3,529.96
Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint -Dispatch Licence	447917	\$3,529.96	
Thinktel Communications	77409	2024-08-16	\$164.83
Invoice Description	Invoice Number	Invoice Amount	
Office - Telephone	1344306	\$164.83	
TJ Paving Ltd.	77410	2024-08-16	\$201,458.16
Invoice Description	Invoice Number	Invoice Amount	
Roads - Health Unit & Patching	TS117	\$201,458.16	
Woody's Automotive Ltd.	77411	2024-08-16	\$2,432.11
Invoice Description	Invoice Number	Invoice Amount	
Spray Park - Paint marker	612-889735	\$6.81	
WTP - Reusable Cloths	612-88942	\$286.27	
Water, Roads, Park Oil	612-889074	\$921.00	
Parks - Hose for Wash Water	612-893699	\$24.80	
Trans - Spark plug	612-893781	\$5.95	
Sewer - Block Heater	612-890417	\$144.45	
Trans - Cabin Air filter	612-890159	\$78.20	
Water - Control Arm	612-890539	\$150.65	
Water - Ball joints	612-890413	\$74.91	
Water - General Hardware	2024.07.09	\$2.99	
Parks - New Signals	612-891344	\$50.20	
Shop - Clamps	612-893696	\$49.93	
Shop - Paper Towel	612-891342	\$122.62	
Shop - Replacement Stones	612-891065	\$25.29	
Shop - Filter Cutter	612-890727	\$154.41	
Shop - Brake Cylinder	612-991003	\$27.18	
Shop - Digital Angle Finder	612-891176	\$56.78	
Shop - Fuel Line Tool	612-889490	\$23.93	
Water - Oil	612-888727	\$98.28	
Water - Stoplight Switch	612-891135	\$20.70	
Water - Oil	612-89439	\$106.76	
Total Cheques			\$219,377.53

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007779	EFT0007831
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	EFT0007779	2024-08-13	\$15,247.26

Invoice Description		Invoice Number	Invoice Amount

July Bylaw Enforcement		11297	\$15,247.26

Alberta Fire Chief's Associati	EFT0007780	2024-08-13	\$388.44

Invoice Description		Invoice Number	Invoice Amount

Fire - Water rescue Training		IN24-611	\$388.44

APEX Supplementary Pension Pla	EFT0007781	2024-08-13	\$334.42

Invoice Description		Invoice Number	Invoice Amount

Sub Pension Plan Remit		PP16-24	\$334.42

Barnes, Roger	EFT0007782	2024-08-13	\$25.00

Invoice Description		Invoice Number	Invoice Amount

SRC - Telephone Allowance		2024.08.01	\$25.00

Benoit, Curtis	EFT0007783	2024-08-13	\$23.06

Invoice Description		Invoice Number	Invoice Amount

Street Clean - Meal		2024.08.07	\$23.06

Stettler Regional Board of Tra	EFT0007784	2024-08-13	\$100,000.00

Invoice Description		Invoice Number	Invoice Amount

BOT - 2nd Grant 2024		2024-2	\$100,000.00

Brennan, Maya	EFT0007785	2024-08-13	\$150.00

Invoice Description		Invoice Number	Invoice Amount

P&D - Travel Allowance		2024.08.01	\$150.00

Canadian Union of Public Emplo	EFT0007786	2024-08-13	\$742.50

Invoice Description		Invoice Number	Invoice Amount

Union Dues		PP16-24	\$742.50

Capital Power	EFT0007787	2024-08-13	\$71,223.81

Invoice Description		Invoice Number	Invoice Amount

Capital Power - Affiliates		5189041	\$4,131.00
Capital Power		5189055	\$67,092.81

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Combat Spraying Ltd.	EFT0007788	2024-08-13	\$5,208.00

Invoice Description	Invoice Number	Invoice Amount	
Parks - Porta Potty Pumpouts	7740	\$2,100.00	
Canada Day Porta Potties	7442	\$1,008.00	
Parks - Porta Potty Pumpouts	7446	\$2,100.00	

Contact Safety Service Ltd.	EFT0007789	2024-08-13	\$100.80

Invoice Description	Invoice Number	Invoice Amount	
Shop - Eye Wash Solution	15358	\$100.80	

Dahl, Steven	EFT0007790	2024-08-13	\$70.00

Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2024.08.01	\$70.00	

Diverse Signs	EFT0007791	2024-08-13	\$52.50

Invoice Description	Invoice Number	Invoice Amount	
HBC - Paint Pedestal	11671	\$52.50	

Dodd, Sonia	EFT0007792	2024-08-13	\$125.00

Invoice Description	Invoice Number	Invoice Amount	
Admin - Travel & Phone	2024.08.01	\$125.00	

Dolan, Lori	EFT0007793	2024-08-13	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2024.08.01	\$25.00	

E360S Environmental 360 Soluti	EFT0007794	2024-08-13	\$28,308.82

Invoice Description	Invoice Number	Invoice Amount	
July Waste Collection	RD000032233	\$28,308.82	

ECA Review	EFT0007795	2024-08-13	\$417.17

Invoice Description	Invoice Number	Invoice Amount	
RCMP - Detachment Clerk Ad	20994	\$417.17	

Ember Graphics	EFT0007796	2024-08-13	\$658.36

Invoice Description	Invoice Number	Invoice Amount	
SRC - Dividers Blue Arena	9303	\$658.36	

Gary Moe Chevrolet Buick GMC	EFT0007797	2024-08-13	\$420.78

Invoice Description	Invoice Number	Invoice Amount	
Shop - Speedometer Fixed	208035	\$420.78	

Graham, Leann	EFT0007798	2024-08-13	\$375.00

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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Admin - Phone & Travel		2024.08.01	\$375.00
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Gyro Ag Ltd.	EFT0007799	2024-08-13	\$269.62
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Invoice Description	Invoice Number	Invoice Amount
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Trans - Steel for Asphalt	3856	\$3.78
Trans - Steel	4122	\$14.05
Parks - Carb Kits	4137	\$28.10
Water - Ear Plugs	4077	\$223.69

Heartland Auto Supply	EFT0007800	2024-08-13	\$9,328.56
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Invoice Description	Invoice Number	Invoice Amount
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Trans - Shop Supplies	001-572998	\$214.17
Water - Hitch Pin	001-574062	\$11.20
Trans - Gloves	001-574608	\$154.79
Trans - Shop Supplies	001-574510	\$245.80
Trans - Wands for Paint Cans	001-573350	\$54.33
Parks - Hearing Protection	001-573699	\$111.30
Trans - Ready Rod	001-573766	\$7.87
Fire - Joint - Cleaning	001-573753	\$273.69
P&L - Bench Grinding Stone	001-573718	\$62.02
Parks - Hard Hat	001-573816	\$105.82
Trans - Tape for Town Sale	001-573851	\$15.41
Trans - Hi Vis Vests	001-573484	\$45.59
Fire - Oil	001-573761	\$197.00
Fire - Oil	00-573737	\$562.98
Trans - Pins for Hitches	001-574310	\$18.37
Trans - Saftey	001-574437	\$34.18
Trans - Cleaner for Equipment	001-573560	\$11.55
Trans - Latch	001-573498	\$27.36
Trans - Latch & Gloves	001-573482	\$58.19
Trans 0 Janitor Supplies	001-573275	\$325.21
Trans - Hitch for Dodge Truck	001-573226	\$449.20
Sewer - Pressure Switch	001-574061	\$26.56
Parks - Belts	001-572700	\$62.43
Trans - Trailer Plug	001-573830	\$44.10
Shop - Hardware for Bolt Bin	001-572931	\$96.60
Shop - Hardware for Bolt Bin	001-572930	\$10.58
Shop - General Supplies	001-572522	\$358.19
Parks - Swivle Valve	001-574021	\$202.59
Parks - Belt for Mower	001-574427	\$17.29
Parks - Filters for Mower	001-573487	\$81.04
Shop - Tap and Hardware	001-57335	\$18.59
Parks - Oil Filter	001-573336	\$9.86
Trans - Oil Filter	001-574531	\$21.74
Wate - Bulbs & Hardware	001-574148	\$20.33
Sewer - Hoses for Picker	001-572639	\$4,036.89
Trans - Filters for Loader	001-574449	\$227.87
Parks - Oil Filter	001-572705	\$10.77
Equipment fot New Truck	001-572654	\$319.99
Trans - Bolts for Snowblower	001-572880	\$40.77
Water - Paint for Hydrants	001-572601	\$736.34

Heartland Express	EFT0007801	2024-08-13	\$40.28
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Invoice Description	Invoice Number	Invoice Amount
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Shop - Freight	15868	\$40.28
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Hi Way 9 Express Ltd.	EFT0007802	2024-08-13	\$1,361.25
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Invoice Description	Invoice Number	Invoice Amount
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Trans - Freight	66119079	\$1,017.07
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans - Freight	66119070		\$161.79
Trans - Freight	6119080		\$35.48
Trans - Freight	32631175		\$146.91
=====			
Stettler Home Hardware	EFT0007803	2024-08-13	\$611.64
Invoice Description	Invoice Number	Invoice Amount	
P&L - Flags	137502	\$132.28	
Trans - Water for Shop	137558	\$7.50	
P&L - Premix Fuel	137631	\$63.92	
Lions - Shower Curtain	137638	\$37.78	
Trans - Shop Supplies	137721	\$34.34	
Trans - Barrel Replacement	137730	\$16.57	
Cemetery - Fuel for Weedeaters	137746	\$241.49	
Parks - Aspen Filler	137754	\$12.59	
Admin - Water	137740	\$21.00	
Office - Water	137492	\$15.75	
Office - Water	137588	\$10.50	
Water - Carabiner & Cord	137714	\$17.92	
=====			
Hymers, Kim	EFT0007804	2024-08-13	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Office - Phone & Travel	2024.08.01	\$100.00	
=====			
Innov8 Digital Solutions	EFT0007805	2024-08-13	\$149.33
Invoice Description	Invoice Number	Invoice Amount	
P&L - Photocopies 06.06-.07.05	IN502900	\$149.33	
=====			
Joe Johnson Equipment	EFT0007806	2024-08-13	\$1,053.17
Invoice Description	Invoice Number	Invoice Amount	
Street Clean - Freight	P60284	\$1,053.17	
=====			
Local Authorities Pension Plan	EFT0007807	2024-08-13	\$31,378.47
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP16-24	\$31,378.47	
=====			
Leckie, Neil	EFT0007808	2024-08-13	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2024.08.01	\$25.00	
=====			
Macey, Mikayla	EFT0007809	2024-08-13	\$40.00
Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2024.08.01	\$40.00	
=====			
Municipal Property Consultants	EFT0007810	2024-08-13	\$7,063.60
Invoice Description	Invoice Number	Invoice Amount	
July Assessor	17184	\$7,063.60	
=====			
Nelson, Tyler	EFT0007811	2024-08-13	\$29.00
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP - Travel to Plant		2024.08.01	\$29.00
NextGen Automation	EFT0007812	2024-08-13	\$621.80
Invoice Description	Invoice Number	Invoice Amount	
Office Photocopies& Water Bill	599967		\$621.80
Nims, Kathleen	EFT0007813	2024-08-13	\$33.60
Invoice Description	Invoice Number	Invoice Amount	
P&L - Drove to Big Valley	2024.07.24		\$33.60
Oakcreek Golf & Turf Inc.	EFT0007814	2024-08-13	\$622.58
Invoice Description	Invoice Number	Invoice Amount	
Park - Parts for Mowers	1046848-11		\$622.58
OK Tire Stettler	EFT0007815	2024-08-13	\$65.63
Invoice Description	Invoice Number	Invoice Amount	
Trans - Tire Repair	IN110562		\$65.63
Perry, Desirae	EFT0007816	2024-08-13	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Phone Allowance	2024.08.01		\$50.00
Peterson, Chase	EFT0007817	2024-08-13	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2024.08.01		\$25.00
Purolator Courier Ltd.	EFT0007818	2024-08-13	\$536.12
Invoice Description	Invoice Number	Invoice Amount	
WTP - Freight	595048751		\$536.12
Robbins, Brad	EFT0007819	2024-08-13	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Travel Allowance	2024.08.01		\$100.00
Rocky Mountain Phoenix	EFT0007820	2024-08-13	\$674.10
Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint - Manager Boots	IN147007		\$674.10
Shanes Instrument Services Ltd	EFT0007821	2024-08-13	\$12,134.93
Invoice Description	Invoice Number	Invoice Amount	
Water - New Controls	20787		\$12,134.93
Stettler Building Supplies Ltd	EFT0007822	2024-08-13	\$767.29
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Roof Repair	AM3710		\$29.36

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Comm Hall - Roof Repair	AM3714		\$5.66
Comm Hall - Ceiling Tile Fix	AM4047		\$104.98
SRC - Impact Tork	AM4213		\$75.58
Trans - Cement for Break Aways	AM4767		\$551.71
=====			
Stettler Flooring	EFT0007823	2024-08-13	\$915.21
Invoice Description	Invoice Number	Invoice Amount	

SRC - Blue Rink Paint	75639	\$426.45	
SRC - Paint	75611	\$488.76	
=====			
Stormoen, Angela	EFT0007824	2024-08-13	\$175.00
Invoice Description	Invoice Number	Invoice Amount	

P&D - Travel & Phone	2024.08.01	\$175.00	
=====			
Tagish Engineering Ltd.	EFT0007825	2024-08-13	\$16,759.04
Invoice Description	Invoice Number	Invoice Amount	

Water Reservoir Upgrades	20567	\$5,745.66	
47 Ave Water Replacment	20569	\$5,823.06	
Roads - Spruce Drive	20568	\$1,035.91	
Roads - Hwy 56/12	20570	\$4,154.41	
=====			
Uptown Office Supply Ltd.	EFT0007826	2024-08-13	\$814.84
Invoice Description	Invoice Number	Invoice Amount	

Trans - Clip Board	09140	\$17.77	
Trans - Shop Supplies	09103	\$18.23	
Admin - Planner	09073	\$31.40	
Water - Toner	09139	\$146.94	
Trans - Tags for Town Sale	09152	\$14.59	
Admin - Supplies	09160	\$27.63	
Pool - Printer	09184	\$209.92	
Water - Toner	09193	\$80.77	
Water -Toner	2024.06.14	\$267.59	
=====			
Vanlanduyt, Lara	EFT0007827	2024-08-13	\$100.00
Invoice Description	Invoice Number	Invoice Amount	

Office - Travel & Phone	2024.08.01	\$100.00	
=====			
Vortex Production Services Ltd	EFT0007828	2024-08-13	\$1,330.17
Invoice Description	Invoice Number	Invoice Amount	

Water - WTS Mechanical Seal	SPS0229483	\$1,330.17	
=====			
W.R. Meadows of Western Canada	EFT0007829	2024-08-13	\$4,217.46
Invoice Description	Invoice Number	Invoice Amount	

Trans - Spray Tips fpr Painter	120019129	\$279.18	
Trans - Cold Pour Crack Filler	120019095	\$3,938.28	
=====			
Wet Water Industries Ltd.	EFT0007830	2024-08-13	\$76.89
Invoice Description	Invoice Number	Invoice Amount	

Fire - Joint - wtr Treat Equip	AR59580	\$76.89	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Yost, Dustin & Maria Cristine	EFT0007831	2024-08-13	\$2,000.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Janitor	2024.08.01	\$2,000.00	
Total Cheques			\$317,365.50
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007832	EFT0007866
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ACC Wastewater Solutions	EFT0007832	2024-08-20	\$4,032.00

Invoice Description	Invoice Number	Invoice Amount	

Sewer - Greasezilla	INV-23383	\$4,032.00	
=====			
Acklands - Grainger Inc.	EFT0007833	2024-08-20	\$526.83

Invoice Description	Invoice Number	Invoice Amount	

Pool - Janitor Supplies	9180505209	\$53.00	
Pool - Janitor Supplies	9213948202	\$473.83	
=====			
Action Plumbing & Excavating	EFT0007834	2024-08-20	\$1,090.41

Invoice Description	Invoice Number	Invoice Amount	

Pool - Equipment Repair	W42937	\$202.13	
Pool - Building Repair	I035079	\$153.28	
Sewer - Blockage	W43077	\$735.00	
=====			
Ainsworth Inc.	EFT0007835	2024-08-20	\$1,931.21

Invoice Description	Invoice Number	Invoice Amount	

Pool - Software Maintenance	SCPAY0139133	\$1,931.21	
=====			
Automated Aquatics Canada Ltd.	EFT0007836	2024-08-20	\$1,662.36

Invoice Description	Invoice Number	Invoice Amount	

Pool - Program Supplies	0000118537	\$825.72	
Pool - Chemicals	0000119232	\$646.38	
Pool - Program Supplies	0000119481	\$190.26	
=====			
Bagshaw Electric Ltd.	EFT0007837	2024-08-20	\$1,705.91

Invoice Description	Invoice Number	Invoice Amount	

Fire - Sinewave	056576-00	\$362.25	
Fire - Joint - PVC Conduit	056600-00	\$42.63	
Arena - Pot Lights	056544-00	\$127.42	
Areans - Pot Lights	056680-00	\$32.21	
Fire - PVC Coupling	056990-00	\$4.14	
WTP - Solenoid Valves	057017-00	\$589.83	
Trans - Light Bulbs	057253-00	\$46.73	
WTP - Fan Motor	057281-00	\$496.03	
Shop - Flourescent Lamp	057247-00	\$4.67	
=====			
Black Press Group Ltd.	EFT0007838	2024-08-20	\$1,948.88

Invoice Description	Invoice Number	Invoice Amount	

RCMP - Steno Job Posting	BPI10891	\$457.05	
P&D - Permit Ads	BPI179504	\$1,491.83	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Regional Board of Tra	EFT0007839	2024-08-20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
PR - Bench Fair Donation	2716	\$150.00	
Bond-O Communications Ltd.	EFT0007840	2024-08-20	\$141.75
Invoice Description	Invoice Number	Invoice Amount	
Trans - Antenna and Cable	BONDOINV129280	\$141.75	
Camcco Mechanical	EFT0007841	2024-08-20	\$99.75
Invoice Description	Invoice Number	Invoice Amount	
Reg Managr Fire Truck Repairs	2506	\$99.75	
Canoe Procurement Group of Can	EFT0007842	2024-08-20	\$14,765.69
Invoice Description	Invoice Number	Invoice Amount	
July Fuel	PF-1267-116352	\$14,765.69	
Caro Analytical Services	EFT0007843	2024-08-20	\$3,352.87
Invoice Description	Invoice Number	Invoice Amount	
WTP - Distribution Analysis	IC417211	\$3,116.09	
WTP - Water Analysis	IC417873	\$236.78	
Chapman Riebeek	EFT0007844	2024-08-20	\$163.01
Invoice Description	Invoice Number	Invoice Amount	
Bylaw - July Legal	2408018	\$163.01	
Cinder MSP	EFT0007845	2024-08-20	\$171.15
Invoice Description	Invoice Number	Invoice Amount	
Computer - Keybaord & Mouse	1848	\$171.15	
Dean's Machine Inc.	EFT0007846	2024-08-20	\$126.00
Invoice Description	Invoice Number	Invoice Amount	
Hydrovac - Machine Dowels	48933	\$63.00	
Street Clean - Mount Pin	48963	\$63.00	
Doormasters Inc.	EFT0007847	2024-08-20	\$32,018.57
Invoice Description	Invoice Number	Invoice Amount	
SRC - Overhead Doors	118771	\$29,503.82	
SRC - Overhead Doors	118772	\$2,514.75	
GT Hydraulic & Bearing	EFT0007848	2024-08-20	\$1,056.82
Invoice Description	Invoice Number	Invoice Amount	
Parks - Snap Rings	000-417667	\$9.65	
Parks - Push Pull Cable	000-416910	\$320.72	
Hydrovac - Oil Filter	000-416755	\$97.63	
Parks - Battery Unit	000-416994	\$152.99	
Hydrovac - Coupler	000-418567	\$169.73	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hydrovac - Parts		000-417008	\$35.95
Trans - Hose		000-417079	\$49.17
Trans - Pulleys		000-416811	\$220.98

Heartland Auto Supply	EFT0007849	2024-08-20	\$2,419.41
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Invoice Description	Invoice Number	Invoice Amount
Trans - New Pulleys	001-575089	\$32.08
Trans - High Vis Saftey Vests	001-574515	\$47.53
Trans - Drill Bits	001-575070	\$24.74
Trans - Parts for Skid Steer	001-575176	\$41.48
Trans - Sledgehammer	001-576774	\$197.14
Trans - Zip Cut Disc	001-576527	\$169.58
Trans - Pin for Ladder	001-577196	\$51.94
Fire - Oil	001-573755	\$365.42
Parks - Fitting for Mule	001-577177	\$21.81
Shop - General Supplies	001-574867	\$241.23
Hydrovac - Filter	001-574866	\$98.21
Parks - Filters	001-575007	\$45.83
Parks - Bolts	001-575174	\$1.94
Trans - Hex Nut	001-575870	\$10.56
Water - Wiper Blades	001-577171	\$47.15
Parks - Starter for Fire Truck	001-576242	\$182.71
Cemetery - Filters	001-576514	\$54.79
Trans - Electrical Connector	001-575956	\$47.16
Trans - Air Filters	001-577038	\$62.21
Water - Tire Rod	001-575699	\$72.80
Hydrovac - Ball Valve	001-575294	\$58.15
Trans - Trailer plug	001-576204	\$17.57
Water - Fuel Hose	001-576151	\$130.33
Parks - Lamo for Mower	001-576075	\$136.56
Parks - Trailer Cable	001-575221	\$74.51
Shop - Replace Fill Hose	001-576692	\$122.44
Trans - Relay Connector	001-576154	\$18.39
Parks - Saftey Vests	001-576552	\$47.53
Parks - Oil Filter	001-575100	\$9.86

The Geo Hewitt's Co. Ltd.	EFT0007850	2024-08-20	\$653.39
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Invoice Description	Invoice Number	Invoice Amount
Prepaid - 2025 Dog & Cat Tags	2403392	\$653.39

Hitch to Headlights	EFT0007851	2024-08-20	\$1,393.67
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Invoice Description	Invoice Number	Invoice Amount
Trans - CVIP	6780	\$1,393.67

Innov8 Digital Solutions	EFT0007852	2024-08-20	\$140.75
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Invoice Description	Invoice Number	Invoice Amount
P&L - Photocopies .07.06-.08.5	IN508939	\$140.75

Klearwater Equipment & Technol	EFT0007853	2024-08-20	\$3,941.28
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Invoice Description	Invoice Number	Invoice Amount
WTP - Flouride	250126	\$3,941.28

Manalastas, Victor	EFT0007854	2024-08-20	\$838.29
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Invoice Description	Invoice Number	Invoice Amount
Office - Window Cleans	17	\$838.29

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Mega-Tech	EFT0007855	2024-08-20	\$1,764.00
Invoice Description	Invoice Number	Invoice Amount	
Reg Manager Fire Truck Light	24-5167	\$1,863.75	
MPE Engineering Ltd	EFT0007856	2024-08-20	\$894.60
Invoice Description	Invoice Number	Invoice Amount	
Sewer - Water Study	4360-002-00-03	\$894.60	
Nelson, Tyler	EFT0007857	2024-08-20	\$29.00
Invoice Description	Invoice Number	Invoice Amount	
WTP - Travel to Plant	2024.08.01A	\$29.00	
Norwood Foundry Limited	EFT0007858	2024-08-20	\$1,253.07
Invoice Description	Invoice Number	Invoice Amount	
Roads - Aspault Risers	44768	\$1,253.07	
Proform Construction Products	EFT0007859	2024-08-20	\$555.08
Invoice Description	Invoice Number	Invoice Amount	
Drainage - Sealer	352465	\$555.08	
Rally Rentals	EFT0007860	2024-08-20	\$77.45
Invoice Description	Invoice Number	Invoice Amount	
Shop - Supplies	3784	\$77.45	
Schwartz Home Building Centre	EFT0007861	2024-08-20	\$203.08
Invoice Description	Invoice Number	Invoice Amount	
SRC - Repairs	876141	\$94.50	
Fire - Screws	876608	\$16.45	
File - Reinforce Rod	876652	\$39.63	
SRC - Screws for Tin	877466	\$52.50	
Shanes Instrument Services Ltd	EFT0007862	2024-08-20	\$6,434.75
Invoice Description	Invoice Number	Invoice Amount	
Water - FlowMeters & Repair	20799	\$2,741.64	
Water - 3" Flow Meter	20801	\$3,693.11	
Stettler & District Handibus	EFT0007863	2024-08-20	\$190.27
Invoice Description	Invoice Number	Invoice Amount	
Handi Bus - Utilities	4116	\$190.27	
Stettler Telephone Answering S	EFT0007864	2024-08-20	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
WTP - Working Alone	177	\$157.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount															
Tagish Engineering Ltd.	EFT0007865	2024-08-20	\$30,080.51															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Water - Pump Upgrade</td> <td>20610</td> <td>\$3,064.73</td> </tr> <tr> <td>Roads - Eng Services</td> <td>20613</td> <td>\$2,824.79</td> </tr> <tr> <td>Water - 47 Ave Replacements</td> <td>60212</td> <td>\$7,319.56</td> </tr> <tr> <td>Roads - Spruce Drive</td> <td>20611</td> <td>\$16,871.43</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Water - Pump Upgrade	20610	\$3,064.73	Roads - Eng Services	20613	\$2,824.79	Water - 47 Ave Replacements	60212	\$7,319.56	Roads - Spruce Drive	20611	\$16,871.43
Invoice Description	Invoice Number	Invoice Amount																
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Water - 47 Ave Replacements	60212	\$7,319.56																
Roads - Spruce Drive	20611	\$16,871.43																
Trinus Technologies Inc	EFT0007866	2024-08-20	\$3,574.35															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Computer Software</td> <td>8056</td> <td>\$1,196.77</td> </tr> <tr> <td>Computer - Exchange CAL</td> <td>7996</td> <td>\$1,188.79</td> </tr> <tr> <td>Computer - Exchange CAL</td> <td>7999</td> <td>\$339.65</td> </tr> <tr> <td>Computer - Exchange CAL</td> <td>8000</td> <td>\$849.14</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Computer Software	8056	\$1,196.77	Computer - Exchange CAL	7996	\$1,188.79	Computer - Exchange CAL	7999	\$339.65	Computer - Exchange CAL	8000	\$849.14
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Computer - Exchange CAL	7999	\$339.65																
Computer - Exchange CAL	8000	\$849.14																
Total Cheques			\$119,655.65															
			\$119,543.66															

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000809	ONL000809
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Telus Communications	ONL000809	2024-08-09	\$2,541.04

Invoice Description	Invoice Number	Invoice Amount	
Telus July 22 - August 21	CBTOWNOFSTETTL	\$2,541.04	

Total Cheques			\$2,541.04
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000810	ONL000812
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000810	2024-08-16	\$8,981.70

Invoice Description	Invoice Number	Invoice Amount	

Office - Gas	202407-3693	\$333.07	
Fire - Joint - Gas	202407-3687	\$157.35	
Shop - Gas	202407-3694	\$90.87	
Airport - Gas	202407-3686	\$87.00	
WTP - Gas	202407-3689	\$1,240.83	
Water - Gas	202407-3684	\$87.62	
Sewer - Gas	202407-3685	\$127.83	
Sewer - Gas	202407-3692	\$74.54	
SRC & Pool - Gas	202407-3691	\$6,530.31	
Hall - Gas	202407-3690	\$139.15	
Parks - Gas	202407-3688	\$113.13	

Poulin's Professional Pest Con	ONL000811	2024-08-16	\$445.66

Invoice Description	Invoice Number	Invoice Amount	

Office - Pest Control	1694387	\$90.72	
WTP - Pest Control	1694370	\$198.45	
SRC - Pest Control	1695383	\$156.49	

Telus Mobility Inc.	ONL000812	2024-08-16	\$1,407.66

Invoice Description	Invoice Number	Invoice Amount	

Telus Mobility	2024.07.21	\$1,407.66	

Total Cheques			\$10,835.02
			=====

BYLAW 2176-24

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, BEING A BYLAW TO AUTHORIZE THE COLLECTION OF OFF-SITE LEVIES FOR WASTEWATER INFRASTRUCTURE RELATED TO FUTURE GROWTH BY WAY OF SUBDIVISION AND DEVELOPMENT OF LAND.

WHEREAS, section 648 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, allows the council of a Municipality to impose and collect payment of a levy in respect of land that is to be developed or subdivided;

WHEREAS, an Off-Site Levy structure has been established in accordance with the requirements of the Alberta Regulation 187-2017, an amendments thereto, known as the Off-Site Levies Regulation

WHEREAS, the Council of the Town of Stettler deems it necessary and expedient to collect an Off-Site Levy to pay for capital cost of wastewater infrastructure required for future growth and development within the Town and County.

WHEREAS, existing residential, commercial and industrial taxpayers of the Town have already received and paid for appropriate utility services; and

NOW THEREFORE, the Municipal Council of the Town of Stettler duly assembled enacts as follows:

Short Title

1. This Bylaw shall be known and referred to as the “**Off-Site Levy Bylaw**”

Purpose

2. The purpose of this Bylaw shall be the collection of funds to pay for all or part of the capital cost of any or all of the following:
 - a) New or expanded facilities for the treatment, movement or disposal of wastewater (Sanitary).

Levy Rates and Calculation Methodology

3. Council has authorized a 2019 Regional Master Servicing Study which describes infrastructure improvements and provides cost estimates which can be used to indicate how the amount of levy was determined and that expenditures for wastewater infrastructure and all related facilities to be recovered from owners, occupants and developers of lands within the Town and County limits: and
4. The Off-Site Levy is hereby established and imposed on the basis of the method set out in the report attached hereto as Schedule “A” “2019 Regional Master Servicing Study Summary”, be and is hereby deemed to form part of this Bylaw.
5. Off-Site Levy rates shall be established and charged as indicated in Schedule “B”.
6. For the purpose of calculating and imposing off-site levies, the developable lands shall be divided up into areas as shown on Schedule “C” of this Bylaw.

7. The Town of Stettler shall update the Off-Site Levy model used to determine the Off-Site Levy rates contained within this Bylaw annually and shall amend this Bylaw correspondingly in accordance with section 606 and Section 648 of the Municipal Government Act.

Collection of Levies

8. The Levy imposed herein shall be paid upon the issuance of a Development permit in respect of the Lands, or
9. The Levy imposed herein shall be paid before the registration of a subdivision pursuant to the Land Title Act, or
10. The Levy imposed herein shall be paid upon the execution of a development Agreement entered into and complied with by the owner or occupier of the lands with the Town of Stettler, which agreement shall provide for the payment of levies imposed as specified pursuant to this Bylaw.
11. All funds collected pursuant to this Bylaw herein shall be accounted for in a special fund for each category of infrastructure and expended only as permitted under the provisions of the Municipal Government Act.
12. An off-site levy for the purposes of wastewater infrastructure provision shall be paid on undeveloped and/or redeveloped land within the limits of the Town and County that is to be developed for residential, commercial, industrial or other purposes, payable by Developers to the Town of Stettler at a rate of \$6,555.23 per gross acre of development as described in Schedule "B" and "C" of this Bylaw.
13. Where prior to the passage of this Bylaw a Development Agreement making provision for the payment of Levies pursuant to a Bylaw has been entered into between the Town and the Owner or Occupier of the land subject to the development, Levies were imposed on the land and collected as a result of the then existing Off-Site Levy Bylaw, the provision of the Off-Site Levy Bylaw which established the amount of the Levy shall continue in force as if this Bylaw or any intervening Off-Site Levy Bylaw had not been enacted.
14. Where a development or subdivision is to be completed in multiple stages, the Off-Site Levy applicable to each stage shall be calculated on the basis of the Off-Site Levy Bylaw in force at the time that the stage of development or subdivision is commenced.

Administration

15. Council hereby delegates the Chief Administrative Officer the duty and authority to enforce and administer this Bylaw.

Severability

16. If any portion of the Bylaw is declared or found to be invalid for any reason the remaining provisions of the Bylaw shall continue in full force and effect.

Repeal

17. Bylaw 1972-08 and all amendments thereto, are hereby repealed.

READ a first time this 3rd day of September, A.D. 2024.

Advertised _____ and _____

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

Mayor

Assistant CAO

**Schedule “A”
2019 REGIONAL MASTER SERVICING STUDY SUMMARY**

2019 Regional Master Servicing Study Summary

Purpose:

- Evaluate all infrastructure servicing to determine possibilities of joint infrastructure servicing to support future land uses along the shared border between the County of Stettler and Town of Stettler.
- Undertake an analysis of existing infrastructure along the shared border to support future development.
- Plan infrastructure development for long term development and provide interim options.
- Evaluate both municipalities existing policy context including all statutory documents and plans adopted by both municipalities. Ensure all servicing concepts support the existing plans.

Methodology:

- Evaluate all current infrastructure networks and identify challenges that exist.
- Identify gaps and overlaps in the servicing and provide recommendations.
- Identify constraints with existing and future systems to achieve joint servicing opportunities.
- Analyze servicing concepts to identify the optimal servicing concept for the study area without consideration of municipal boundaries.
- Provide recommendations to enable existing and future joint servicing opportunities that mitigate constraints with integrating the municipal servicing systems.
- Evaluate the existing offsite levy bylaw and recommend any necessary changes to the bylaw based on the outcome of the study.
- Provide recommendations for overall storm water servicing as it relates to Red Willow Creek.
- Provide infrastructure phasing strategies and timelines, based on existing slow growth trends in the region, and direct development phasing accordingly.

Report Recommendations:

1. Infrastructure Servicing Plan
 - a. Water:
 - i. No oversize improvements are required within the existing system to service the associated growth areas.
 - ii. Multiple recommendations to existing system that require modifications to meet fire flow, capacity issues.

- iii. Required infrastructure to service new developments and therefore those costs will be borne by the developers of those properties.

b. Storm Water

- i. Storm water retention ponds are proposed to serve new developments to manage stormwater drainage to meet Red Willow Creek outfall capacity of 2.3 l/s/ha. High level design is included for future developable lands. Developments not reaching Red Willow Creek drainage basin will be required to manage stormwater to predevelopment flow rates as established in the current standards.

c. Wastewater

- i. Recommended pipe upgrades through regular wastewater main replacements to be considered as part of regular replacement programs.
- ii. The project growth for the 25 year horizon will require capacity upgrades to Lift Station's A and B. There are also minor pipe size upgrades required upstream of Lift Station B.

2. Transportation

- a. The existing arterial road network (Highways 12 and 56) will be sufficient to accommodate the anticipated future growth.
- b. Intersection improvements and new installations will be required along both highways as development occurs. Based on the existing traffic volumes on both highways, an Alberta Transportation standard for a Type IV intersection may be required. Costs of intersection upgrades to be born by developers. Cost sharing options via endeavors to assist to be evaluated through development agreements. Intersection requirements at each location will need to be confirmed with a traffic impact assessment at the time of development.
- c. Re-alignment of Highway 56 was considered in the plan.
- d. Future road networks are generally shown for collector road networks within the plan.

3. Off-site Levies

- a. A review of the existing offsite levy bylaw from 2008 was reviewed. The existing levy and contributing areas were reviewed and compared to the newly identified 25 year development area. The plan includes recommendations to include both a water offsite levy and a wastewater offsite levy. The report includes numerous inclusions and recommendations summarized below.

Item No	Phase	Costs
Water Supply Network	Highway 12 from 61 Street to Town Reservoir 2080m of 350mm Main	\$5,012,800
Total Water Supply Network		\$5,012,800
Wastewater Treatment Facilities	Additional Storage Pond (completed in 2010)	\$694,617
	Upgrade Lagoon Transfer Pumping System and Wetland Expansion	\$2,000,000
	Lift Station A Upgrades	\$1,825,000
	Lift Station B Upgrades	\$3,625,000
Sanitary Sewer Trunks	44 Ave from 62 St to Hwy 56	\$1,449,600
	52 Ave from 62 St to 57 St	\$528,660
	Future 55 Ave from 62 St to 57 St	\$423,940
	Future 55 Ave from 57-48 Street	\$861,040
Total Wastewater Upgrades		\$11,407,857

The report included a review of stormwater upgrades, however, generally, stormwater management is done by each developer and so for the purpose of the offsite levy review was not included for consideration.

Associated Engineering Infrastructure Servicing Levy Summary

Summary	Cost
Total Water Supply Network	\$5,012,800
Total Wastewater Treatment Facilities	\$11,407,857
Total Infrastructure Servicing Improvements	\$16,420,657
Levy Boundary Area	1,161 ha or 2,868 acres
Levy Cost	\$14,143.55/Ha or \$5,725/acre

Staff Recommendation for Offsite Levies:

When evaluating what a municipality should include in their costs for offsite levy bylaws, it's important to consider lands impacted and infrastructure improvements required that are feasible for our community.

Water Supply

The water supply network improvement recommended in the report changes a 300mm watermain to a 375mm watermain at a cost of \$5,012,800 for the purpose of providing increased capacity to the Water Reservoir. In lieu of completing this line upgrade, as regular watermain replacements are completed, consideration to upsize piping that supplies the reservoir is a more feasible solution to increase capacity without requiring an offsite levy to accomplish this. Administration is not recommending a water offsite levy at this time.

Wastewater

The wastewater offsite levy evaluation included in the report includes sanitary trunk mains that should be accomplished through development agreements. The existing wetland is sized for a population of 8,200, which is greater than the expected 25 year growth area and therefore should be excluded. The balance of project costs for the sanitary lagoon cell 9 construction completed in 2010 is included. Upgrades to both lift stations A & B will be required to service the 25 year growth area identified in the report.

Staff recommended wastewater offsite levy inclusions:

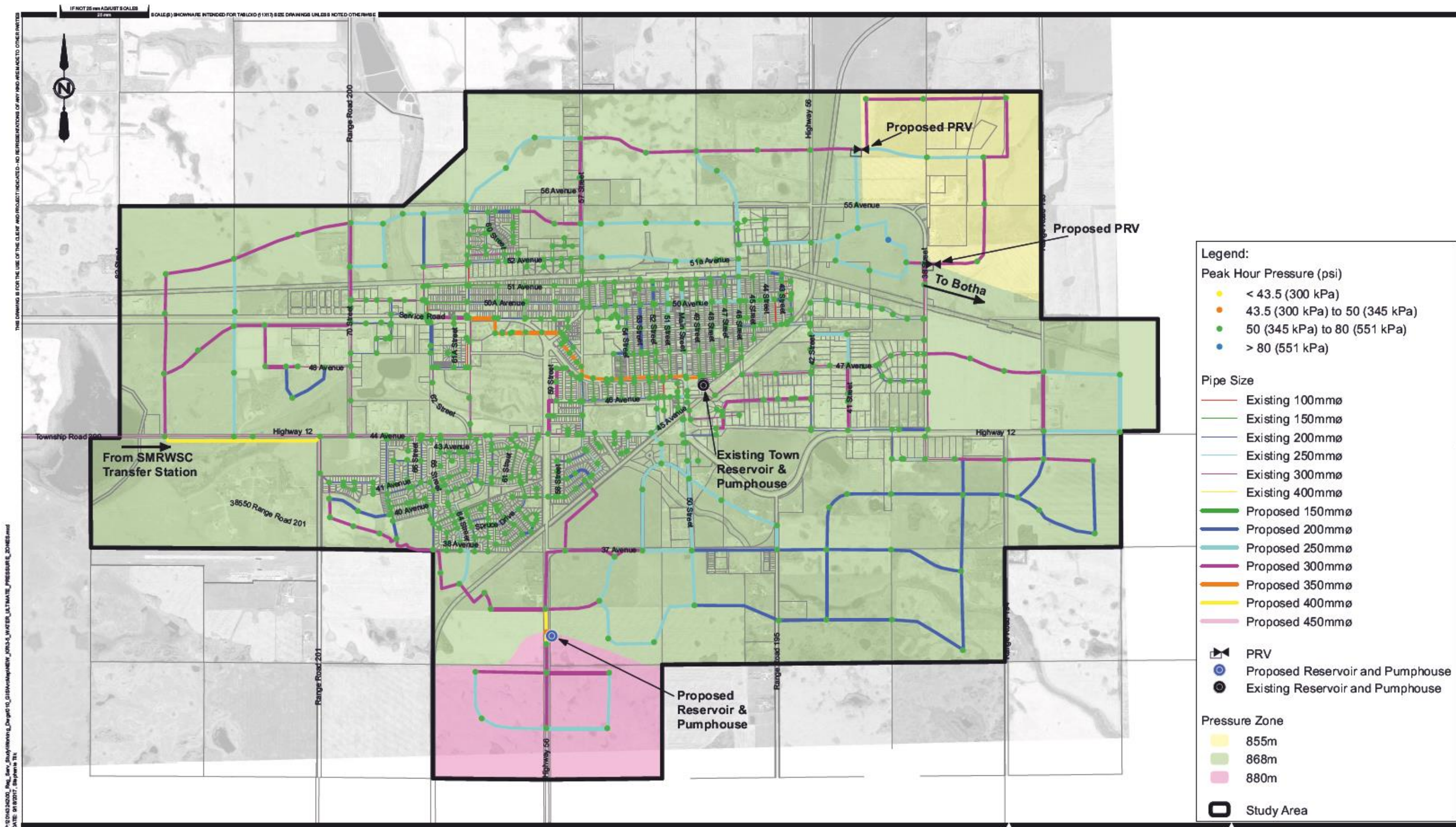
Wastewater Treatment Facilities	Additional Storage Pond (completed in 2010)	\$694,617
Wastewater Collection	Lift Station A Upgrades	\$1,825,000
Wastewater Collection	Lift Station B Upgrades	\$3,625,000
Total Wastewater Improvements		\$6,144,617

Levy Boundary Area

The consultant included all lands currently developed and undeveloped in the plan area for a total of affected levy area of 1,161 ha. Discussions through the project, staff felt that all lands should pay the same levy rate for simplicity and ease of developers to plan for and understand. The actual lands available for development within the area are 380 ha.

Wastewater Offsite Levy Summary

Summary	Cost
Total Wastewater Improvements	\$6,144,617
Levy Boundary Area	380 ha or 937 acres
Levy Cost	\$16,170/ha or \$6,555/acre



Legend:

Peak Hour Pressure (psi)

- < 43.5 (300 kPa)
- 43.5 (300 kPa) to 50 (345 kPa)
- 50 (345 kPa) to 80 (551 kPa)
- > 80 (551 kPa)

Pipe Size

- Existing 100mmø
- Existing 150mmø
- Existing 200mmø
- Existing 250mmø
- Existing 300mmø
- Existing 400mmø
- Proposed 150mmø
- Proposed 200mmø
- Proposed 250mmø
- Proposed 300mmø
- Proposed 350mmø
- Proposed 400mmø
- Proposed 450mmø

▣ PRV
 ● Proposed Reservoir and Pumphouse
 ● Existing Reservoir and Pumphouse

Pressure Zone

- 855m
- 868m
- 880m

▭ Study Area

P:\2014\201409\20140910_018\vol\new\proj\5_ultimate_pressure_zones.mxd
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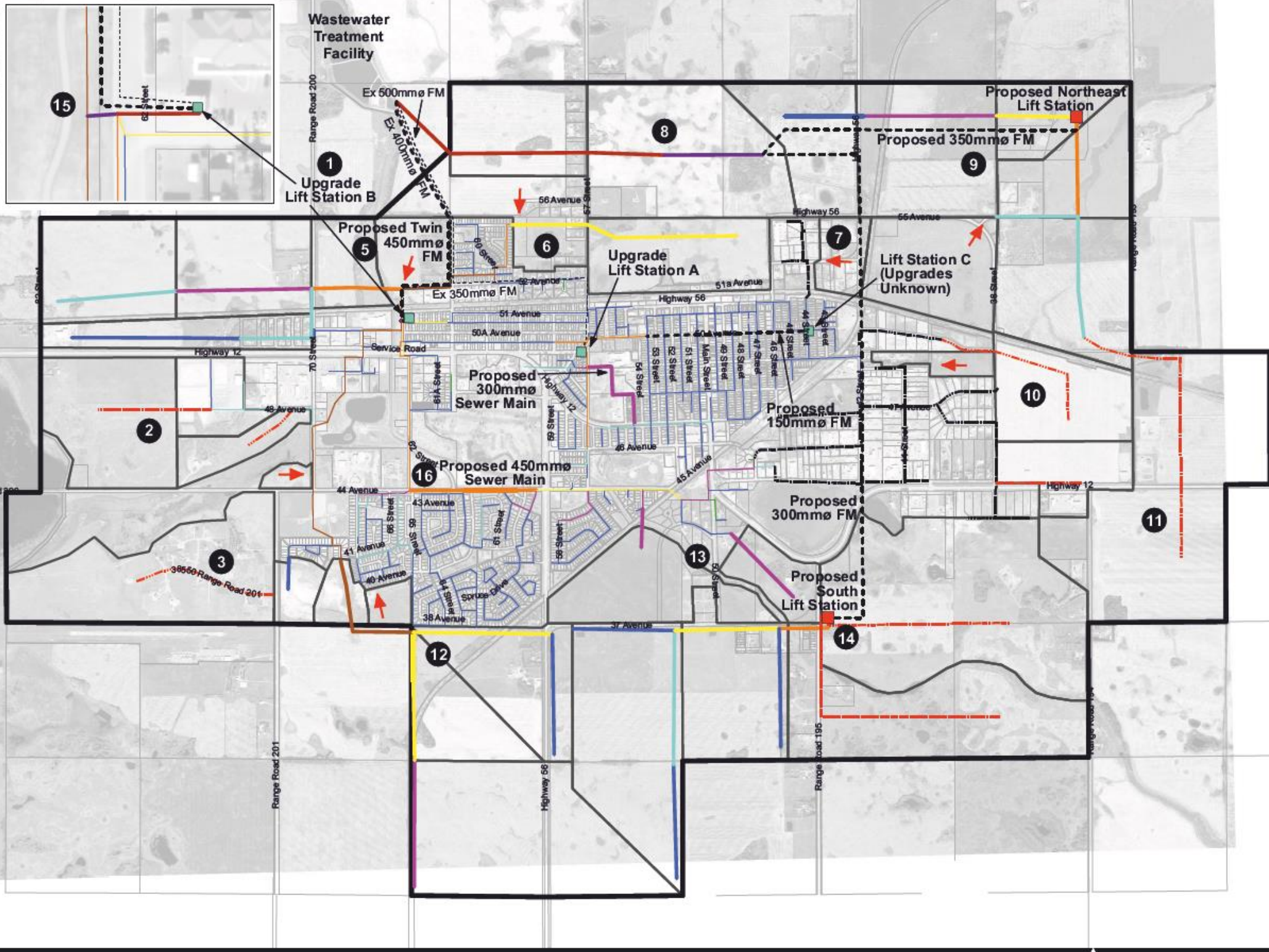
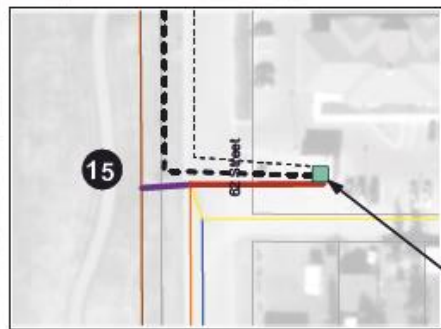
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 DATE SEPTEMBER 2017
 REV
 DESCRIPTION ISSUED FOR DRAFT

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DRAFT

FIGURE No. A-5
 COMMUNITY OF STETTLER
 WATER
 ULTIMATE DISTRIBUTION NETWORK
 PEAK HOUR PRESSURE

IF NOT 25mm ADJUST SCALES
SCALE (S) SHOWWARE INTENDED FOR TABLOID (1/31) SIZE DRAWINGS UNLESS NOTED OTHERWISE



Legend:

Pipe Size

- Existing 150mmø
- Existing 200mmø
- Existing 250mmø
- Existing 300mmø
- Existing 375mmø
- Existing 450mmø
- Existing 525mmø
- Proposed 200mmø
- Proposed 250mmø
- Proposed 300mmø
- Proposed 375mmø
- Proposed 450mmø
- Proposed 525mmø
- Proposed 600mmø
- Proposed 750mmø
- Proposed 900mmø

--- Existing Forcemain
- - - Proposed Forcemain

--- Existing Low Pressure System
- - - Proposed Low Pressure System

■ Existing Lift Station
■ Proposed Lift Station

□ Ultimate Sanitary Catchment
➔ Ultimate Sanitary Flow Direction (Piping Not Identified)

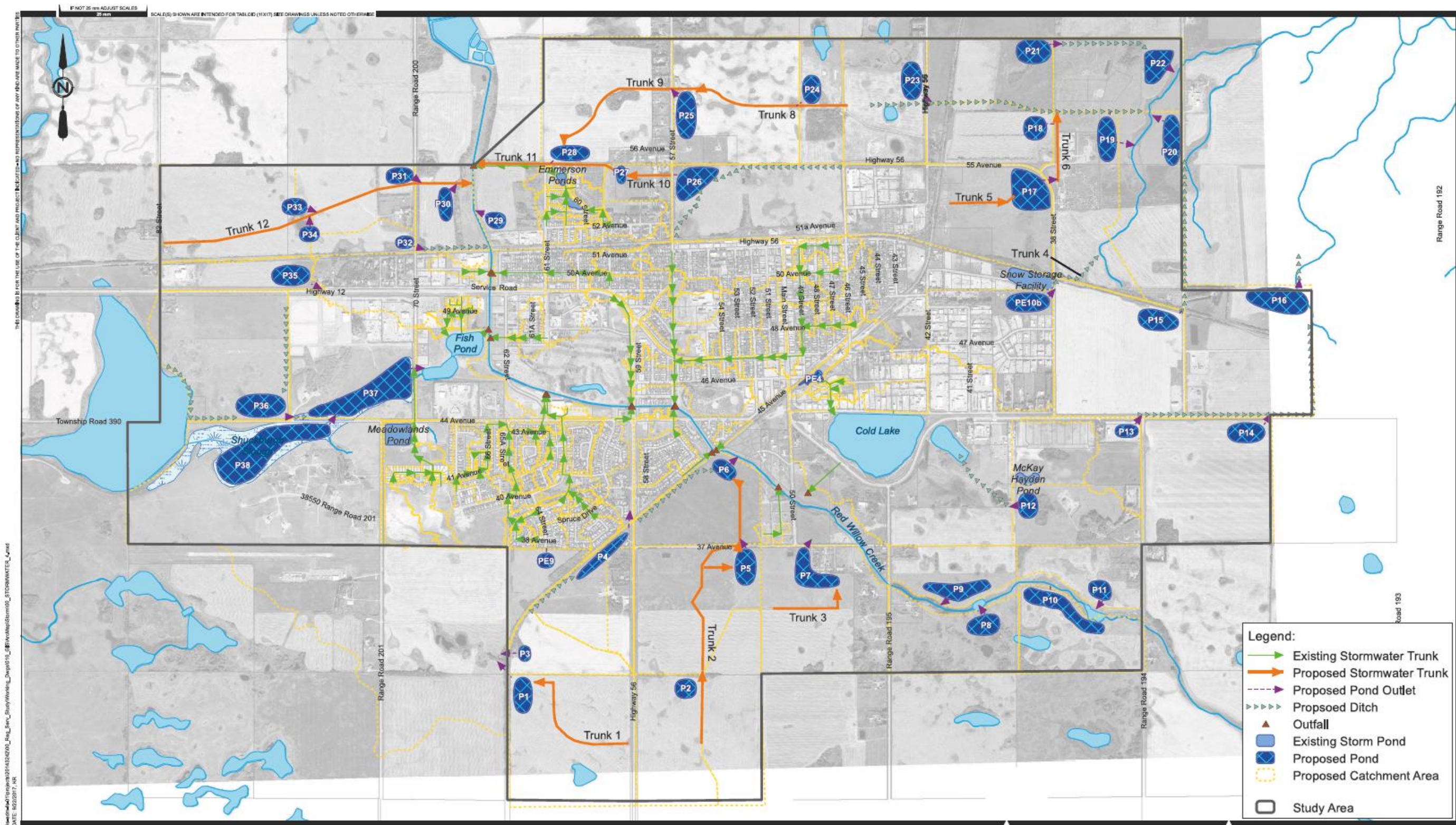
① Development Concept
▭ Study Area

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AE PROJECT No. 20143242
 SCALE 1:25,000
 APPROVED
 DATE SEPTEMBER 2017
 REV
 DESCRIPTION ISSUED FOR REPORT

FIGURE No. B-5
 COMMUNITY OF STETTLER
 WASTEWATER
 ULTIMATE WASTEWATER COLLECTION SYSTEM

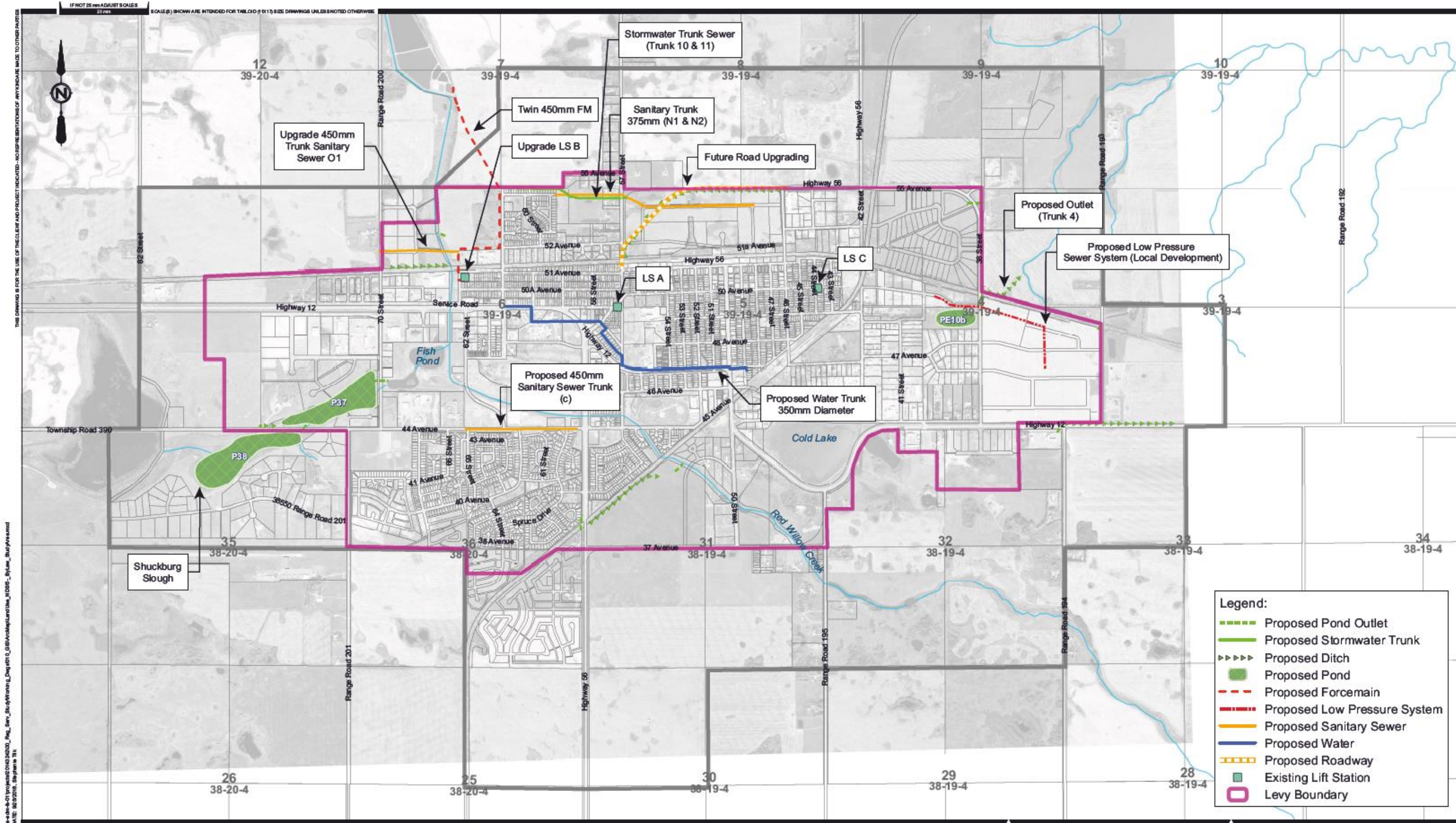


This drawing is for the use of the client and project. It is not to be used for any other purpose. No representations or warranties are made by the engineer.



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APPROVED DATE SEPTEMBER 2017
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FIGURE No. C-11
 COMMUNITY OF STETTLER
 STORMWATER FUTURE MANAGEMENT FACILITIES



Schedule "B"
OFF-SITE LEVY RATES PER GROSS DEVELOPMENT AREA

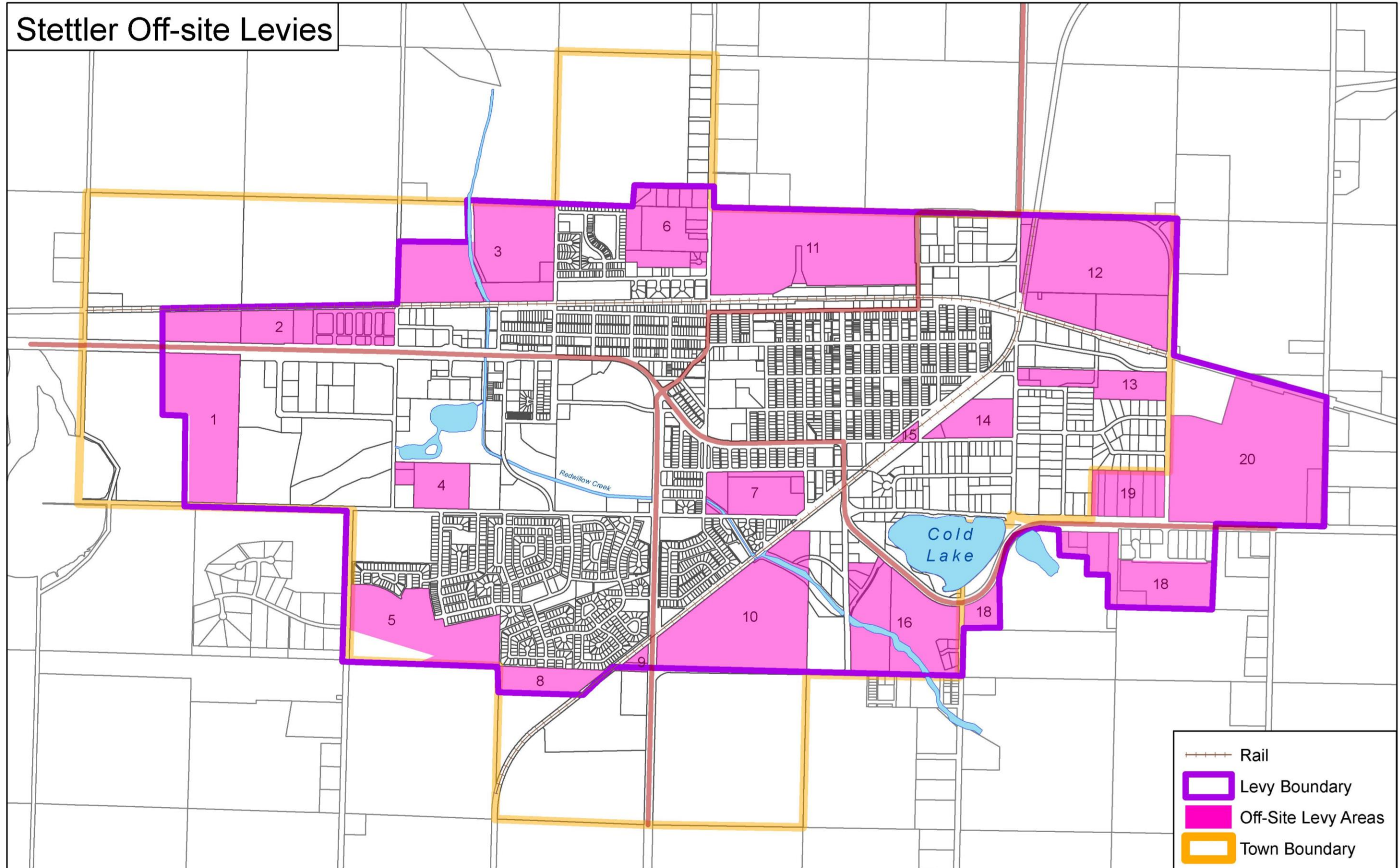
*See schedule "C" Map of Development Areas

TABLE 2
SUMMARY OF OFFSITE LEVIES PER DEVELOPMENT AREA

DEVELOPMENT BENEFIT AREA	GROSS LEVY AREA (Ac)	LEVY RATE PER GROSS DEVELOPABLE ACRE	TOTAL LEVY FOR BENEFIT AREA
1	56.46	\$6,555.23	\$370,108.29
2	43.21	\$6,555.23	\$283,251.49
3	75.14	\$6,555.23	\$492,559.98
4	20.31	\$6,555.23	\$133,136.72
5	51.02	\$6,555.23	\$334,447.83
6	48.31	\$6,555.23	\$316,683.16
7	22.5	\$6,555.23	\$147,492.68
8	14.18	\$6,555.23	\$92,953.16
9	3.15	\$6,555.23	\$20,648.97
10	88.82	\$6,555.23	\$582,235.53
11	108.44	\$6,555.23	\$710,849.14
12	101.56	\$6,555.23	\$665,749.16
13	21.88	\$6,555.23	\$143,428.43
14	17.52	\$6,555.23	\$114,847.63
15	4.19	\$6,555.23	\$27,466.41
16	61.21	\$6,555.23	\$401,245.63
17	7.19	\$6,555.23	\$47,132.10
18	43.89	\$6,555.23	\$287,709.04
19	21.61	\$6,555.23	\$141,658.52
20	126.77	\$6,555.23	\$831,006.51
TOTAL	937.36	\$6,555.23	\$6,144,610.38

Schedule "C"
OFF-SITE LEVY AREAS

Stettler Off-site Levies





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR115493

July 23, 2024

His Worship Sean Nolls
Mayor
Town of Stettler
PO Box 280
Stettler AB T0C 2L0

Dear Mayor Nolls:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Town of Stettler, the 2024 CCBF allocation is \$381,774.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Leann Graham, Chief Administrative Officer, Town of Stettler

August 2nd, 2024

S/Sgt. Cam Russell
Detachment Commander
Stettler, AB

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

Please find attached the quarterly Community Policing Report for the period from April 1st to June 30th, 2024. This report provides a detailed overview of human resources, financial data, and crime statistics for the Stettler Detachment.

As we progress through summer, I would like to reflect on the 2023 wildfire season, which was one of the most devastating in Alberta's history. In preparation for the 2024 wildfire season, the Alberta RCMP has ensured that we are well-prepared to meet the needs of the communities we serve. This proactive approach involved early staffing of our Division Emergency Operations Center to facilitate the processing of information and the deployment of additional resources to communities under threat. Although the moderate weather in May and June resulted in fewer wildfires compared to 2023, we have observed an increase in wildfire activity towards the end of July. The Alberta RCMP remains vigilant and ready to respond as these wildfires continue to threaten our citizens and communities.

Additionally, the recently announced G7 meeting scheduled to take place in Kananaskis in 2025 will require significant coordination and effort. While the specific dates have yet to be released, planning is already underway. As more information becomes available regarding the event and the expectations for the Alberta RCMP, we will keep our communities informed.

Thank you for your ongoing support and engagement. I am always available to discuss your community-identified policing priorities and any ideas you may have to enhance our service delivery. As the Chief of Police for your community, please do not hesitate to contact me with any questions or concerns.

Best regards,

S/Sgt. Cam Russell
Chief of Police
Stettler RCMP Detachment



Stettler Municipal Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		1	1	1	4	0	-100%	-100%	0.1
Other Sexual Offences		0	0	1	2	0	N/A	-100%	0.2
Assault		29	18	19	24	17	-41%	-29%	-1.8
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		0	1	0	0	1	N/A	N/A	0.1
Criminal Harassment		4	3	5	8	7	75%	-13%	1.1
Uttering Threats		20	9	15	15	7	-65%	-53%	-2.0
TOTAL PERSONS		55	32	42	54	32	-42%	-41%	-2.4
Break & Enter		11	16	11	11	8	-27%	-27%	-1.1
Theft of Motor Vehicle		11	14	8	8	0	-100%	-100%	-2.8
Theft Over \$5,000		2	2	4	2	1	-50%	-50%	-0.2
Theft Under \$5,000		21	25	25	26	12	-43%	-54%	-1.7
Possn Stn Goods		11	8	4	5	3	-73%	-40%	-1.9
Fraud		12	17	12	16	12	0%	-25%	-0.1
Arson		1	2	0	0	1	0%	N/A	-0.2
Mischief - Damage To Property		15	23	23	17	10	-33%	-41%	-1.6
Mischief - Other		23	14	5	9	19	-17%	111%	-1.3
TOTAL PROPERTY		107	121	92	94	66	-38%	-30%	-10.9
Offensive Weapons		3	5	8	2	4	33%	100%	-0.1
Disturbing the peace		22	10	14	25	11	-50%	-56%	-0.7
Fail to Comply & Breaches		29	18	13	13	9	-69%	-31%	-4.5
OTHER CRIMINAL CODE		8	10	9	12	3	-63%	-75%	-0.8
TOTAL OTHER CRIMINAL CODE		62	43	44	52	27	-56%	-48%	-6.1
TOTAL CRIMINAL CODE		224	196	178	200	125	-44%	-38%	-19.4



Stettler Municipal Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Possession		2	2	2	1	8	300%	700%	1.1
Drug Enforcement - Trafficking		1	2	2	0	1	0%	N/A	-0.2
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		3	4	5	1	10	233%	900%	1.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	2	0	5	400%	N/A	0.8
TOTAL FEDERAL		4	4	7	1	15	275%	1400%	1.9
Liquor Act		0	1	4	3	4	N/A	33%	1.0
Cannabis Act		0	1	2	0	0	N/A	N/A	-0.1
Mental Health Act		13	20	23	22	25	92%	14%	2.6
Other Provincial Stats		21	33	13	24	39	86%	63%	2.7
Total Provincial Stats		34	55	42	49	68	100%	39%	6.2
Municipal By-laws Traffic		1	0	0	3	0	-100%	-100%	0.1
Municipal By-laws		9	3	7	4	3	-67%	-25%	-1.1
Total Municipal		10	3	7	7	3	-70%	-57%	-1.0
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	4	3	1	0	-100%	-100%	-0.9
Property Damage MVC (Reportable)		21	33	22	42	12	-43%	-71%	-0.9
Property Damage MVC (Non Reportable)		3	0	6	6	2	-33%	-67%	0.4
TOTAL MVC		27	37	31	49	14	-48%	-71%	-1.4
Roadside Suspension - Alcohol (Prov)		0	6	0	3	5	N/A	67%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
Total Provincial Traffic		80	358	108	253	186	133%	-26%	10.7
Other Traffic		0	0	0	0	0	N/A	N/A	0.0
Criminal Code Traffic		4	17	4	6	10	150%	67%	0.1
Common Police Activities									
False Alarms		18	24	10	20	13	-28%	-35%	-1.4
False/Abandoned 911 Call and 911 Act		8	3	4	4	6	-25%	50%	-0.3
Suspicious Person/Vehicle/Property		71	67	46	45	27	-62%	-40%	-11.0
Persons Reported Missing		0	3	0	3	4	N/A	33%	0.8
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		28	18	13	23	17	-39%	-26%	-1.7
Form 10 (MHA) (Reported)		1	0	2	1	3	200%	200%	0.5



Stettler Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		2	0	2	0	1	-50%	N/A	-0.2
Other Sexual Offences		0	0	3	0	0	N/A	N/A	0.0
Assault		4	3	7	14	4	0%	-71%	1.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	1	0	0	1	N/A	N/A	0.1
Criminal Harassment		1	4	4	2	2	100%	0%	0.0
Uttering Threats		5	2	8	4	5	0%	25%	0.2
TOTAL PERSONS		12	10	24	20	13	8%	-35%	1.2
Break & Enter		7	11	3	14	9	29%	-36%	0.7
Theft of Motor Vehicle		13	4	8	1	4	-69%	300%	-2.1
Theft Over \$5,000		1	2	1	0	1	0%	N/A	-0.2
Theft Under \$5,000		11	13	6	4	9	-18%	125%	-1.3
Possn Stn Goods		8	4	2	4	2	-75%	-50%	-1.2
Fraud		2	5	3	7	2	0%	-71%	0.2
Arson		2	2	0	0	0	-100%	N/A	-0.6
Mischief - Damage To Property		3	8	6	5	4	33%	-20%	-0.1
Mischief - Other		3	4	1	2	5	67%	150%	0.2
TOTAL PROPERTY		50	53	30	37	36	-28%	-3%	-4.4
Offensive Weapons		3	2	0	4	1	-67%	-75%	-0.2
Disturbing the peace		0	2	0	2	2	N/A	0%	0.4
Fail to Comply & Breaches		4	3	2	5	1	-75%	-80%	-0.4
OTHER CRIMINAL CODE		3	1	2	6	4	33%	-33%	0.7
TOTAL OTHER CRIMINAL CODE		10	8	4	17	8	-20%	-53%	0.5
TOTAL CRIMINAL CODE		72	71	58	74	57	-21%	-23%	-2.7



Stettler Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	2	0	N/A	-100%	0.2
Drug Enforcement - Trafficking		0	3	2	0	0	N/A	N/A	-0.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	3	2	2	0	N/A	-100%	-0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	2	0	-100%	-100%	0.0
TOTAL FEDERAL		1	3	2	4	0	-100%	-100%	-0.1
Liquor Act		2	1	0	1	0	-100%	-100%	-0.4
Cannabis Act		0	0	0	1	0	N/A	-100%	0.1
Mental Health Act		8	12	8	3	3	-63%	0%	-1.9
Other Provincial Stats		16	17	4	6	14	-13%	133%	-1.5
Total Provincial Stats		26	30	12	11	17	-35%	55%	-3.7
Municipal By-laws Traffic		1	1	0	0	0	-100%	N/A	-0.3
Municipal By-laws		2	4	0	2	1	-50%	-50%	-0.4
Total Municipal		3	5	0	2	1	-67%	-50%	-0.7
Fatals		0	0	1	1	0	N/A	-100%	0.1
Injury MVC		6	3	5	1	1	-83%	0%	-1.2
Property Damage MVC (Reportable)		33	30	39	24	23	-30%	-4%	-2.6
Property Damage MVC (Non Reportable)		1	1	3	3	2	100%	-33%	0.4
TOTAL MVC		40	34	48	29	26	-35%	-10%	-3.3
Roadside Suspension - Alcohol (Prov)		0	6	2	3	5	N/A	67%	0.7
Roadside Suspension - Drugs (Prov)		0	1	0	0	0	N/A	N/A	-0.1
Total Provincial Traffic		92	228	79	163	195	112%	20%	14.1
Other Traffic		2	0	0	0	0	-100%	N/A	-0.4
Criminal Code Traffic		7	10	4	5	13	86%	160%	0.7
Common Police Activities									
False Alarms		1	1	5	9	2	100%	-78%	1.0
False/Abandoned 911 Call and 911 Act		4	8	6	1	3	-25%	200%	-0.9
Suspicious Person/Vehicle/Property		54	29	19	13	21	-61%	62%	-8.2
Persons Reported Missing		0	1	2	0	1	N/A	N/A	0.1
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		8	5	1	4	9	13%	125%	0.1
Form 10 (MHA) (Reported)		0	1	0	0	0	N/A	N/A	-0.1



S/Sgt. Cam Russell
Detachment Commander
Stettler, AB

August 2, 2024

Dear Mayor Knolls,

As you are aware, hot, dry conditions continue in most areas of the province resulting in numerous wildfires. The situation is dynamic and has the ability to impact public safety. The Alberta RCMP continues to respond to preserve the peace and protect the safety of affected persons, property and communities across Alberta.

This situation constitutes an emergency in the Province of Alberta, and the Provincial Minister of Public Safety and Emergency Services has granted the emergency provisions under Article 9 of the Provincial Police Service Agreements (PPSA) for the deployment of RCMP officers to the extent necessary to “maintain law and order, keep the peace and protect the safety of persons, or property.” Municipal Police Service Agreements (MPSA) allow for the withdrawal of up to 10% of resources to address the circumstances. Redeployment of Members occurs when Members are temporarily assigned to a different geographic location or Unit than where they are normally posted. For example, a Member attached to a Municipal Unit is considered redeployed if he or she is temporarily assigned to a provincial/territorial or Federal Unit to respond to an Emergency.

The need for an ongoing police response to ensure the safety of people and property in affected communities means the Alberta RCMP may need to draw on resources from your police service.

It is important to note that any municipality from which resources are drawn will NOT bear the costs directly related to the redeployment. The Province pays 100% of all the costs, including salary, transportation, overtime, and other operating costs. However, if municipalities choose to backfill their police officer positions while their resources are redeployed, they would be responsible for the backfill costs.



As your Chief of Police, I want to assure you that we will be keeping community resource needs in mind when choosing where to withdraw members, and will ensure we still have adequate resources to respond to calls for service.

Please feel free to contact me if you have any questions or concerns, and thank you for your support in assisting us to address this emergency situation.

S/Sgt. Cam Russell
Detachment Commander
Stettler Detachment