

Town of Stettler

COUNCIL MEETING

February 18, 2025

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 sustainable delivery
of effective, efficient
and affordable services
that are socially and
environmentally responsible.

**TOWN OF STETTLER
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 18, 2025
6:30 P.M. AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of February 4th, 2025 4-14
4. **Delegations**
 - 6:35pm – S/Sgt. Cam Russell, Stettler RCMP – 2025 Update Verbal
5. **Citizen's Forum**
6. **Administration**
 - (a) Parks and Open Spaces Master Plan 15-79
 - (b) December 2024 Unaudited Interim Budget Summary 80-81
 - (c) December 2024 Unaudited Capital Budget Summary 82-84
 - (d) 2024 Unaudited Reserves 85-86
 - (e) December 2024 Bank Reconciliation 87
 - (f) January 2025 Interim Budget Summary 88-89
 - (g) January 2025 Bank Reconciliation 90
 - (h) CAO Reports 91-98
 - (i) Memorandum – Request to Cancel Regular Council Meeting of Tuesday, March 4, 2025 at 6:30 p.m. 99
 - (j) 2025 Capital Budget 100-102
 - (k) Request for Decision – SRC Hot Water Storage Tank Replacements 103-104
 - (l) Meeting Dates
 - Tuesday, March 4, 2025 – Council – 6:30 p.m.
 - Tuesday, March 11, 2025 – COW – 4:30 p.m.

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- Tuesday, March 18, 2025 – Council – 6:30 p.m.
- Tuesday, April 1, 2025 – Council – 6:30 p.m.
- Tuesday, April 8, 2025 – COW – 4:30 p.m.
- Tuesday, April 15, 2025 – Council – 6:30 p.m.

(m) Accounts Payable in the amount of \$559,290.07 105-120
(\$116,715.74 + \$204,370.71 + \$3,911.73 + \$6,325.00 + \$226,022.95 + \$1,943.94)

7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Minutes of the Parks and Open Spaces Planning Committee Meeting 121-125
of February 3, 2025

(b) Minutes of the Municipal Planning Commission Meeting of February 11, 2025 126-129

9. **Public Hearings**

10. **Bylaws**

11. **Correspondence**

(a) RCMP 3rd Quarter - Community Policing Report 130-144

(b) Minister McIver – Joint Use & Planning Agreement 145-146

12. **Items Added**

13. **In-Camera Session**

(a) Committee Updates & Review – FOIP – Section 21(1) - Disclosure harmful to intergovernmental relations

(b) Land Request – FOIP – Section 16(1) – Disclosure harmful to business interests of a third party

(c) Intermunicipal Development Plan - FOIP – Section 21(1) – Disclosure harmful to intergovernmental relations

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, FEBRUARY 4th, 2025 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor S. Nolls

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

CAO L. Graham
Assistant CAO K. Hymers

Media (2)

Absent:

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

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

Motion 25:02:01 Moved by Councillor Randell to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held January 21st, 2025

Councillor Pfeiffer advised of a wrong date error on Page 5 (6. Meeting Dates, Section (h) - Tuesday, February 13 – Emerging Trends – Council Chambers – 8:00 a.m. corrected to Thursday, February 13 – Emerging Trends – Council Chambers 8:00 a.m., as was reflected in the minutes.

Motion 25:02:02 Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on January 21st, 2025 be approved as amended.

MOTION CARRIED
Unanimous

(b) Business Arising from the January 21st, 2025 Minutes

None

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

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

6. **Administration:** (a) Memorandum – Penalty Waive Request – Utility Account #090340.00 – 6017-52nd Avenue

Assistant CAO K. Hymers advised that the Town of Stettler received an email dated January 24, 2025 from the account holder requesting the Town of Stettler waive the utility penalties for their account, email is attached for reference. The utility account was in arrears before the postal strike occurred and remains one month in arrears.

Under Bylaw 2172-24, Section 1204 (1), Penalties and Collection of an unpaid utility account, In the event that any such utility bill remains unpaid for a period of twenty-five (25) days from date of mailing of the utility bill, there shall be added thereto a penalty in accordance with schedule "A" Water Tariff. As well under bylaw 2172-24, Section 1203 (8), Water Rates, Charges and Utility Billing, Failure to receive a Utility bill shall in no way affect the liability of the Consumer to pay the account.

Assistant CAO K. Hymers respectfully recommends that the Town of Stettler Council deny the request to waive utility penalties for account number 090340.00 - 6017-52nd Avenue in the amount of \$330.94.

Motion 25:02:03

Moved by Councillor Barros that the Town of Stettler Council deny the request to waive utility penalties for account number 090340.00 - 6017-52nd Avenue in the amount of \$330.94.

MOTION CARRIED
Unanimous

(b) Memorandum – Demolition Refund - 5724-50A Avenue

CAO L. Graham advised as per Town of Stettler Tax Rebate policy IV - 1(a), we are seeking approval to issue a refund cheque to the owner of 5724 - 50A Avenue for a tax rebate on the house that burned down due to a structure fire on June 29, 2024. The original assessment value for improvements was \$465,840, and the updated improvements value equals \$31,260 (the value of improvements remaining after the fire and demolition of the second and main floors). The value of \$31,260 includes the foundation and basement, which remain uninhabitable.

Administration respectfully recommends that the Town of Stettler Council approve the Tax Rebate in the amount of \$2,162.65.

Motion 25:02:04

Moved by Councillor Randell that the Town of Stettler Council approve the Tax Rebate in the amount of \$2,162.65.

MOTION CARRIED
Unanimous

(c) Memorandum – Parkland Regional Library 2025 Budget Requisition

Assistant CAO K. Hymers advised that Administration has received Parkland Regional Library's budget for 2025 (1 year budget), with a 2025 per capita requisition of \$9.81 (2024 - \$9.18 = \$52,803.36 / 2023 – \$8.75 = \$52,080.00 - \$2,559.36 (\$0.43) – 6.43% increase).

The updated municipal requisitions are as follows:

	Year	Per Capita	Population	Requisition	Diff	%
	2004			\$21,060.78		
2008 - \$6.11	2005			\$28,377.18	\$7,316.40	35%
2009 - \$6.58	2006			\$28,377.18	\$0.00	0%
2010 - \$6.77	2007			\$29,526.90	\$1,149.72	4%
2011 - \$6.97	2008			\$33,103.98	\$3,577.08	12%
2012 - \$7.07 (\$7.29 & \$7.18 previous)	2009	\$6.58	5843	\$38,446.94	\$5,342.96	16%
2013 - \$7.28 (\$7.53 & \$7.67 previous)	2010	\$6.77	5843	\$39,557.11	\$1,110.17	3%
2014 - \$7.50 (\$7.62 & \$7.91 previous)	2011	\$6.97	5843	\$40,725.71	\$1,168.60	3%
2015 - \$7.73 (\$7.87 previous)	2012	\$7.07	5843	\$41,310.01	\$584.30	1%
2016 - \$7.88 (\$8.08 & \$8.27 previous)	2013	\$7.28	5748	\$41,845.44	\$535.43	1%
2017 - \$8.04 - 2% increase	2014	\$7.50	5748	\$43,110.00	\$1,264.56	3%
2018 - \$8.12 - 5% increase	2015	\$7.73	5748	\$44,432.04	\$1,322.04	3%
2019 - \$8.25 - 1.66% increase	2016	\$7.88	5748	\$45,294.24	\$862.20	2%
2020 - \$8.55 - 4% increase	2017	\$8.04	5748	\$46,213.92	\$919.68	2%
2021 - \$8.55 - 0% increase	2018	\$8.12	5952	\$48,330.24	\$2,116.32	5%
2022 - \$8.55 - 0% increase	2019	\$8.25	5952	\$49,104.00	\$773.76	2%
2023 - \$8.75 - 2.34% increase	2020	\$8.55	5952	\$50,889.60	\$1,785.60	4%
2024 - \$9.18 - 4.91% increase	2021	\$8.55	5952	\$50,889.60	\$0.00	0%
2025 - \$9.81 - 6.43% estimated increase	2022	\$8.55	5952	\$50,889.60	\$0.00	0%
2026 - \$10.01 - 2% estimated increase	2023	\$8.75	5952	\$52,080.00	\$1,190.40	2.34%
	2024	\$9.18	5952	\$54,639.36	\$2,559.36	4.91%
	2025	\$9.81	5952	\$58,389.12	\$3,749.76	6.86%
	2026	\$10.01	5952	\$59,556.90	\$1,167.78	2.00%

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year. The Parkland Regional Library Board requests that council approves the 2025 budget.

The financial implications 2025 Budget - \$55,867.95 – 6.43% Increase (\$0.63)

Administration respectfully recommends that the Town of Stettler Council approve the Parkland Regional Library 2025 Budget with a requisition of \$9.81 per capita – Total Requisition - \$55,867.95 (5695 x \$9.81)

OR

That the Town of Stettler Council send a letter under Mayor Nolls signature indicating that the Town does not approve the Parkland Regional Library 2025 Budget for the following reasons:

- Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget: 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.
- The budget was built around the assumption that the government of Alberta operating grant will remain at the new 2023 rate \$4.75 per capita and based on 2019 population statistics. Likewise, staff assume the rural library services grant will remain at the new \$5.60 per capita rate and based on 2019 population statistics.

Motion 25:02:05

Moved by Councillor Smith that the Town of Stettler Council approve the Parkland Regional Library 2025 Budget with a requisition of \$9.81 per capita – Total Requisition - \$55,867.95 (5695 x \$9.81)

MOTION CARRIED
Unanimous

(d) Memorandum – Family and Community Support Services 2025 Budget

Assistant CAO K. Hymers presented the Family and Community Support Services (FCSS) 2025 Budget to the Town of Stettler Council to approve the 2025 Operating Budget for the FCSS in the amount of \$467,659.18 as presented. Further approves the inclusion of \$205,274.61 in the Town's 2025 Budget for the FCSS representing \$41,055 in Town Funding (20%) and \$164,220 in Provincial funding (80%)

2025 Budget - \$205,275 - \$41,055 (20% Town Municipal Portion)/ \$164,220 (80% Provincial Portion)

Actual

2024 - \$205,275 - \$41,055 (20% Town Municipal Portion) / \$164,220 (80% Provincial Portion)
2023 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2022 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2021 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2020 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2019 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2018 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2017 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2016 - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)
2015 - \$173,517 - \$32,739 (20% Town Municipal Portion) / \$140,778 (80% Provincial Portion)
2014 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2013 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2012 - \$178,695 - \$47,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2011 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2010 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,956 (80% Provincial Portion)
2009 - \$163,695 - \$32,739 (20% Town Municipal Portion) / \$130,314 (80% Provincial Portion)
2008 - \$173,185 - \$31,940 (20% Town Municipal Portion) / \$141,245 (80% Provincial Portion)
2007 - \$140,236 - \$28,047 (20% Town Municipal Portion) / \$112,189 (80% Provincial Portion)

Administration is respectfully requesting that the Town Of Stettler Council approve the 2025 Operating Budget for the FCSS in the amount of \$467,659.18 as presented. Further approves the inclusion of \$205,274.61 in the Town's 2025 Budget for the FCSS representing \$41,055 in Town Funding (20%) and \$164,220 in Provincial funding (80%)

Motion 25:02:06

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the 2025 Operating Budget for the FCSS in the amount of \$467,659.18 as presented. Further approves the inclusion of \$205,274.61 in the Town's 2025 Budget for the FCSS representing \$41,055 in Town Funding (20%) and \$164,220 in Provincial funding (80%)

MOTION CARRIED
Unanimous

(e) 2025 Strategic Planning

CAO L. Graham presented the 2025 Strategic Planning

Rankings to the Town of Stettler Council for approval as presented.

2025 Strategic Plan Rankings

Rank	Item	Council Votes	Staff Votes	Total Votes
1	Walk-in clinic	26	59	85
2	Investment in infrastructure	24	46	70
3	Revenue & expenses review	11	44	55
4	Street light conversion	18	20	38
5	Respectful regional relationships	8	26	34
6	Town solar	11	22	33
7	Treaty signage	5	7	12
8	Access assists	2	8	10
9	Other models of medical care delivery		7	7
-	Mental health promotion			
-	Drive-in theatre			

Initiatives identified as already in the realm of operations (alphabetical order):

- Disaster siren
- Effective communications
- Fire department community risk assessment
- New lift stations
- Operational efficiencies

Some items were also referred to committees (also alphabetical order):

Economic Development:

- Alternative housing
- Jewel theatre

Government Advocacy:

- Museum building modernization

Parks Advisory:

- Horseshoe pits
- Increased accessibility to parks
- Interim dog park
- Outdoor exercise equipment
- Outdoor pool
- Sports Park enhancements

SRC Planning:

- Arena storage
- Indoor play space
- Outdoor pool
- Roller rink

Goal	Actions Required	Person(s) Responsible	Date
1. Walk-in clinic	Lobby AHS for addition	HPA+R	Ongoing
	Research models utilized in other jurisdictions	HPA+R	
	Communicate with existing doctors	HPA+R	
	Look at possible locations	Mayor Nolls CAO Director of Planning & Development and Director of Information Services	

Goal	Actions Required	Person(s) Responsible	Date
2. Investment in infrastructure	Examine where the highest infrastructure deficit is from the <u>10 year</u> plan.	Director of Operations	Ongoing
	Look at financial options during the capital budget process	Assistant CAO	

Some principles identified include:

- Being mindful of staff capacity
- Being mindful to not deplete resources (fiscal responsibility)

Goal	Actions Required	Person(s) Responsible	Date
3. Revenue & expenses review	Review current expenses and revenues	Administration	Ongoing
	Research possible expense saving and new revenue streams		

Goal	Actions Required	Person(s) Responsible	Date
4. Street light conversion	Engage ATCO	CAO Assistant CAO Director of Operations	Ongoing
	Prepare business case for when this will occur	CAO Assistant CAO Director of Operations	

Goal	Actions Required	Person(s) Responsible	Date
5. Respectful regional relationships	Schedule bi-annual joint council meetings	Council Administration	Ongoing
	Team building exercise		

Some principles identified include:

- Honesty always
- Team building
- Have the discussions as a group, not sidebar conversations
- Don't just have meetings when there are contentious issues

Motion 25:02:07

Moved by Councillor Baker that the Town of Stettler Council approve the 2025 Strategic Planning as presented.

MOTION CARRIED
 Unanimous

Councillor G. Lawlor joined the meeting at 6:43 p.m.

(f) Meeting Dates

- Tuesday, February 11, 2025 – Council Deliberations – 2025 Capital Budget – 3:00 p.m.
- Thursday, February 13, 2025 – Emerging Trends – Council Chambers – 8:00 a.m.
- Tuesday, February 18, 2025 – Council – 6:30 p.m.
- Tuesday, March 4, 2025 – Council – 6:30 p.m.
- Tuesday, March 11, 2025 – COW – 4:30 p.m.
- Tuesday, March 18, 2025 – Council – 6:30 p.m.

(g) Accounts Payable in the amount of \$778,787.16 (\$79,479.20 + \$469,222.99 + \$643,790.24 + \$70,328.16 + \$16.80 + \$64,668.80)

Councillor Pfeiffer abstained from voting on EFT0008536 Page 81.

Motion 25:02:07

Moved by Councillor Barros that the Accounts Payable in the amount of \$778,787.16 be paid as presented.

MOTION CARRIED
 Unanimous

7. Council:

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- January 22 – Talk of the Town
- January 22 – Economic Development
- January 23 – County of Stettler Housing Authority
- January 29 – Talk of the Town
- January 30 – Town Tour & Luncheon with Dr. Ekanam
- January 31 – Conversation with Alberta Health
- January 31 – Signed Cheques & Review Agenda
- February 3 – Conference call with AHS recruiter
- February 3 – Parks and Open Spaces

(b) Councillor Baker

- January 31 – Alberta Health Public Engagement
- February 3 – Parks and Open Spaces

(c) Councillor Barros

January 9 – Heartland Beautification Committee
January 13 – Strategic Planning Session
January 15 – Stettler Health Services Foundation
January 31 – Alberta Health Public Engagement

(d) Councillor Lawlor

January 22 – Economic Development
January 28 – Mental Health & Wellness Day (Grade 7-8)

(e) Councillor Pfeiffer

January 22 – Economic Development
January 22 – Stettler Adult Learning Centre
January 27 – Family and Community Support Services
January 31 – Lead the Way Health Conference

(f) Councillor Randell

January 23 – County of Stettler Housing Authority

(g) Councillor Smith

January 27 – Family and Community Support Services

Motion 25:02:08

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) None

9. **Public Hearing:**

(a) Land Use Bylaw Amendment – 4818 – 62 Street

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

Mayor Nolls welcomed Terry Chesla to the meeting, and Councillors and officials introduced themselves.

CAO L. Graham advised that the purpose of the Public Hearing is to allow all interested parties to address Council on the proposed Land Use Bylaw 2060-15 amendments. The Bylaw 2184-25 was advertised on January 16, 2025 and January 23, 2025.

Mayor Nolls asked CAO L. Graham if any verbal or written submissions were received. None were submitted.

Mayor Nolls closed the Public Hearing at 7:02 p.m.

Motion 25:02:09

Moved by Councillor Baker that the Town of Stettler Council close the Public Hearing.

MOTION CARRIED
Unanimous

10. **Bylaws:**

(a) Land Use Amendment – Bylaw 2184-25 – 2nd & 3rd Reading

CAO L. Graham presented a request to the Town of Stettler Council to amend the Town of Stettler Land Use Bylaw 2060-15 Land Use District C2: Commercial Highway District to include "Day Care Facility" as a Discretionary Use to

accommodate a proposed Day Care Facility at the above-mentioned address. The applicant proposes to convert the south half of the existing commercial building at 4818-62 Street into a Day Care Facility including a fully fenced outdoor play area within the existing parking lot as per attached site plan.

Currently the Commercial Highway District does not allow for a Day Care Facility. The purpose of the C2: Commercial Highway District within the Town of Stettler Land Use Bylaw 2060-15 is as follows:

To provide for an area for commercial uses which are compatible with the area, adjacent to a major thoroughfare, which requires large open areas for parking by clientele, for display of merchandise, or both, which will create an attractive environment, primarily accessible to motor vehicles.

Further, the addition of a 'Day Care Facility' as a Discretionary Use means any development permit application for this use will require Municipal Planning Commission decision. Pursuant Section 19.3 of the Town of Stettler Land Use Bylaw:

19.3 *In making a decision on a Development Permit application for a Discretionary Use, the Municipal Planning Commission:*

19.3.1 *May approve the application if it meets the requirements of this Bylaw, with or without conditions, based on the merits of the application including any approved statutory plan or approved policy affecting the site; or,*

19.3.2 *May refuse the application even though it meets the requirements of this Bylaw; or,*

19.3.3 *Shall refuse the application if the proposed development does not conform to this Bylaw.*

Please note any Day Care Facility must meet all requirements within the Town of Stettler Land Use Bylaw 2060-15 and the Alberta Early Learning and Child Care Act.

CAO L. Graham is respectfully requesting that Council give Second and third reading to Bylaw 2184-25 to amend Land Use Bylaw 2060-15 that Part 10: LAND USE DISTRICTS Section 87 Amending C2: Commercial Highway District to include "Day Care Facility" as a Discretionary Use.

Motion 25:02:10

Moved by Councillor Baker that the Town of Stettler Council give second reading to Bylaw 2184-25.

MOTION CARRIED
Unanimous

Motion 25:02:11

Moved by Councillor Barros that the Town of Stettler Council give third and final reading to Bylaw 2184-25.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Letter to Mayor – Canadian Union of Postal Workers

Motion 25:02:12

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

MOTION CARRIED
Unanimous

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

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

14. **Adjournment:**

Motion 25:02:13

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

MOTION CARRIED
Unanimous at 7:04 p.m.

Mayor

Assistant CAO

Town of Stettler



Parks and Open Space Master Plan

February 2025



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Appendix A: Park Assess

Appendix B: Park Classification Amenities

Appendix C: Potential Projects

1. Introduction

1.1 Parks & Open Space Master Plan Purpose

The Parks and Open Space Master Plan (Plan) provides a planning basis for future park and community development enhancement within the Town of Stettler. The Plan is structured to provide park and community based planning principles, criteria, classifications, and design guidelines that are specific to Stettler.

Key objectives of the Plan are to:

- Effectively engage Town Administration/Council and key stakeholders to establish a shared vision for future park development. This includes providing analysis and assessment feedback on current park issues, constraints, and opportunities; involvement in defining park plan updates and supporting the proposed Parks Master Plan Update.
- Establish park plan updates that relate to unique qualities of the Town of Stettler; supports community tourism and growth; and is consistent with current Town plans, policies, guidelines, and directions. Design will include play structures, walking routes, future locations of proposed venues (e.g. gazebo/ stage), natural vs. groomed vegetation, hardscape and soft landscape features.
- Identify park plan foundations, principles, and criteria that relate to current Town statutory and non-statutory plans, policies, and community programs/activities.
- Establish a community framework to effectively assess and identify park plan updates and other potential community enhancement opportunities.
- Through the assessment of the 2006 Parks Master Plan, establish a park plan framework and classification system to support the update of existing and future gaps in parks, open space, natural areas, recreational facilities, sports fields, trail networks, and provide recommendations and amenity guidelines on enhanced park activity and use; comfort, convenience, accessibility, and inclusivity; and site servicing, operations and maintenance.
- Develop community design guidelines to support specific park planning and design initiatives with a focus on key community strategies, such as a Safety and Inclusivity; Accessibility and Connectivity; Green Space Preservation and Enhancement; Vibrancy and Livability; Sense of Place and Community; Green and Sustainable; Pride and Celebration; Tourism Growth; and Legibility and Cohesiveness.
- Establish an implementation strategy to define key park plan updates; their implementation priority (high to low); suggested roles and responsibilities; order of magnitude funding; sources of funding and joint project development and implementation; implementation recommendations; and phasing timelines. The Implementation Strategy is to assess and incorporate current Town funding standards, models, procedures, and policies.



The Plan is comprised of four key sections:

Plan Foundations, Principles, & Criteria

This section gives a general view of the town's current official and unofficial plans, rules, and related community programs. These will help shape the plan and make sure it follows the plan's principles and goals.

Community Framework

This section explores the essential qualities that give Stettler its unique character. These qualities combine to create consistent themes that inspire and guide the plan and specific design guidelines for community and parks.

The Community Framework assesses and defines the existing and potential interactions between districts, landmarks, nodes, edges, and corridors. It also identifies future district-specific development and enhancement considerations and design guidelines informed by the identified community essence and theme.

Design Guidelines & Park Classifications

The Community Framework is further developed to include an assessment of existing parks and corridors and the development of a Parks Classification System. The Parks Classification System provides direction on the types of parks, open space, special use areas, and corridors to be considered in the future development and enhancement of parks within the Town of Stettler. Each classification includes a catchment area that provides guidance on where and how each park, open space, special use area, and trail type should be located within the community, along with specific requirements and design guidelines for each classification type.

Implementation Plan

This section provides a proposed action and implementation program for the Plan.



2. Plan Foundations, Principles & Criteria

2.1 Plan Foundations

The Parks and Open Space Master Plan has been developed in alignment with current Town statutory and Non-Statutory Plans and policies, and related community programs/activities. Future parks and community development enhancements must adhere and align with these plans and programs, which are described below.

The Town of Stettler Inter-municipal Development Plan (2022)

The Inter-municipal Development Plan (IDP) provides the current guiding principles, goals, and policies that form a framework and vision for future growth and development within the Town of Stettler and Stettler County. In accordance with Section 631(2) of the Municipal Government Act the IDP addresses:

- A procedure used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan.
- A procedure to be used, by one or more municipalities to amend and appeal the plan.
- Provisions relating to the administration of the plan.
- Future land uses within the area.
- Proposed future development in the area.
- Any other matter relating to the physical, social, or economic development of the area that councils considers necessary.

The IDP vision of Stettler is to form a vibrant prosperous growing community and develop as a regional center. Future orientated community that is development ready.

The main goals of the IDP are:

- To promote the quality of life for residents in both Stettler and the County.
- To identify areas that provide growth and development of each municipality, and for the annexation of lands by the Town.

- To identify and foster opportunities for working together, for example, the provision of coordinated infrastructure and natural areas across municipal boundaries and the establishment of design guidelines for mixed business development in the gateway locations.
- To provide a framework for consistent decision making, inter-municipal communication, the joint review of planning matters and the resolution of disagreements that is effective and efficient while meeting statutory requirements.



The Town of Stettler Municipal Strategic Plan (2009)

The Town of Settler's Municipal Strategic Plan was developed in 2009 and is updated every year to reflect the goals and priorities that the Town will undertake that year and in the years to come.

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."

Corporate Identity Committee - Master Signage Plan (2023)

The Town has completed a Master Signage Plan that will guide future wayfinding development. The Parks and Open Space Master Plan references the Master Signage Plan with regards to future signage recommendations for the Town.

Trail Plan (2023)

The Town assesses the current Trail Master Plan each year to identify future trail development, priorities, and required capital funding. The current Trail Plan has been referenced in this Plan in accordance with recommended trail and sidewalk enhancements and development.

Parks and Open Space Master Plan (2006)

The last Parks and Open Space Master Plan for the Town was completed in 2006. The new plan will include an assessment of the old plan to determine if any parts are still relevant and if any changes are needed to meet the current needs of the community.



2.2 Plan Principles and Criteria

The following principles and criteria will guide future park and community planning, development, and enhancement. Each principle includes a rationale and specific planning criteria that will be used to evaluate proposed park and community developments. When applied effectively, these principles and criteria will ensure that all new developments and enhancements align with the town's vision.

The principles and criteria are described below and apply equally to the overall plan and to individual future projects, unless otherwise noted. Implementing and following these guidelines will help define the Town's needs beyond the scope of existing Statutory Plans. Applying these principles will lead to a variety of meaningful, impressive, and creative design solutions.

Plan Principles are concepts that guide decisions about the future development and enhancement for the community and park spaces.

Plan Criteria outlines the specific planning direction that will be evaluated for each principle.



Plan Principles:





Rationale:

Creating clearly defined community districts is crucial to making Stettler an appealing place to live and work. Developing these districts can help the town and its neighborhoods stand out, foster a sense of community, and showcase Stettler's unique character. To achieve this, a Community Framework is needed. This framework will identify key districts and outline a systematic approach to identifying important development and improvement opportunities. It will also prioritize these opportunities, integrate them into capital and operating budgets, and ensure they align with enhancing community life, living standards, health, and well-being.

Criteria:

Promote Health & Wellness

Protecting and enhancing parks, open space, and natural areas to support inclusivity and enhance physical and mental well-being of all residents.

Create Social Interaction

District development and enhancement defines and creates further opportunities for social interaction, cultural exposure and cohesion, and information exchange in vibrant, safe, well-connected areas.

Establish a Vibrant Economy

Establishing an attractive downtown destination with a mixed street frontage, synergistic business integration opportunities with local and regional industry and agriculture, and enhancing diversity for entrepreneurship, goods, services, and employment.

Ensure Recreation Capacity

Ensuring that future community and parks development and enhancement supports the continued and sustainable growth of various community and parks/recreational activities and programs.

Sustain & Define Community Identity

Establishing opportunities for continued and sustainable development with respect to community ownership, organization, involvement, integrity, management, and pride.

Rationale:

Enhancing community connectivity involves establishing safe, secure, accessible, and inclusive community corridors. Through the development of a Community Framework, a hierarchy of key corridors and nodes can be identified to address current connectivity issues within and between specific districts of the community.

Criteria:

Ensure Safety, Security, and Barrier-free Accessibility

Establishing a safe, secure, and more walkable and pedestrian orientated community based on a diversity of well-defined nodes and interconnections between different areas of the community.

Integrate Parks & Open Space

Parks, open spaces, and natural areas are to be preserved, enhanced, and integrated into the community corridor network to support safe, secure, inclusive, and accessible routes.

Establish Wayfinding

Promote wayfinding for pedestrians and motorists directing them to important assets in the community in a way that is consistent with the Master Signage Strategy.



Rationale:

People have a wide variety of recreational needs, and no single park or district can meet everyone's desires. To address these needs, we must intentionally create a community that offers a diverse range of year-round recreational opportunities that are appealing and inclusive to everyone.

Criteria:

Utilize Park Classification System

Creating a Parks Classification System will help us evaluate the town's current parks, open spaces, natural areas, and recreational facilities. We can then identify any gaps in our park and recreation offerings and provide recommendations for development and improvement to address these gaps. This will ensure that the parks and recreational facilities offer a variety of year-round activities and experiences for all residents.

Most of the recommendations laid out in the 2006 Parks and Open Space Master Plan have been completed to date, except for the development of a downtown urban plaza, a future district park, a future natural/decorative park, and a future linear park along Red Willow Creek in West Stettler Park. The Plan will review the previously proposed park and open space improvements and analyze them in comparison to existing development plans and community needs.



Rationale:

To ensure that future generations can enjoy what Stettler offers, existing parks, open spaces, and natural areas must be preserved. This will be done by integrating ecological systems and green infrastructure into the community.

Criteria:

Ensure Conservation

Park systems are planned, designed, and operated to protect and conserve high priority natural areas and maintain or enhance natural ecosystem processes. Incorporating natural design elements and native species will reinforce ecological integrity within the Town.

Promote Landscape Connectivity

The network of parks, open spaces, and natural areas should be planned and sited to maintain and support community connectivity throughout the Town and the surrounding region.

Utilize Ecological Design & Green Infrastructure

Future community and park development and enhancement should include low impact development practices (e.g. stormwater management, rainwater harvesting, alternative energy use, etc.) as part of future operating or capital infrastructure improvement projects.

Placemaking



Rationale:

Placemaking offers an opportunity to re-imagine and develop a vision for future development and improvements that create a distinctive and unique sense of place. By identifying key community values and themes, and using a community framework, the Town of Stettler can define the appearance and quality of the physical environment. This will ensure that the spaces are suitable for people's needs and activities, create a special and attractive 'sense of place' that reflects community identity, support and strengthen the local economy, provide opportunities for meaningful interactions, and improve accessibility.

Criteria:

Establish Character & Identity

Essence and theme development form the foundation for future community engagement and plan development. The relationship between essence and theme is not strictly linear but rather an integrated network of relationships that create a multitude of meanings, impressions, forms, continuity, and consistency in how each district within the community is developed and enhanced.

Create Visual Aesthetics

Community and park systems are to be designed and arranged to protect and enhance the scenic natural and built-form qualities of the Town, ensuring compatibility between these qualities and future new development and enhancements is important.

Promote Safety

The community should be a safe and secure place. Incorporating Crime Prevention Through Environmental Design (CPTED) principles into the parks and community should be considered for future development and enhancements.



3. Community Framework

3.1 Community Essence & Theme

Establishing a shared vision and direction for a Parks and Open Space Master Plan requires a clear understanding of both the current community's values and aspirations for the future. This includes identifying key themes and desires that will shape the community's perception and future direction. The Town strives to provide recreational opportunities, they are committed to preserving their history and creating a safe and inclusive environment for all. The following essences and themes have been established through a physical review of the community and background document and plan reviews.

ESSENCE

Etymology: Middle English, from Middle French & Latin;

Middle French, from Latin *essentia*, from *esse* to be.

1 a : the permanent as contrasted with the accidental element of being b : the individual, real, or ultimate nature of a thing especially as opposed to its existence c : the properties or attributes by means of which something can be placed in its proper class or identified as being what it is 2 : something that exists : ENTITY 3 a (1) : a volatile substance or constituent (as of perfume) (2) : a constituent or derivative possessing the special qualities (as of a plant or drug) in concentrated form; also : a preparation of such an essence or a synthetic substitute b : ODOR, PERFUME 4 : one that possesses or exhibits a quality in abundance as if in concentrated form <she was the essence of punctuality> - in essence : in or by its very nature : ESSENTIALLY, BASICALLY <was in essence an honest person> - of the essence : of the utmost importance <time is of the essence>

Definition Retrieved from Merriam Webster Dictionary



Creating a distinct and positive 'sense of place' - or Placemaking - involves not only understanding the needs, lifestyle, and aspirations of the community, it also includes determining the base elements of 'essences' of our sensory experience of the place - the predominant colours, textures, patterns, materials, forms, sounds and smells, that occur in the surrounding natural and built environment. If these essences are distilled and drawn upon during the design process, they can be used to inform the design, creating a better 'fit' with place. Good urban design should be acknowledge and celebrate a broad range of essences and contextual elements.

The concept of 'essences' can also include the psychological 'state of mind/body' of a place - for those living in the area and visitors alike. Consideration must be given to how place-making initiatives could enhance existing perceptions of the community and address the negative perceptions to create more balance and direction within the community.

Colours

- Agricultural fields (yellow, orange, and green hues)
- Heritage (brick reds, browns)
- Black (Iron, railway ties)

Textures / Patterns:

- Agricultural fields
- Hay Bales (round)
- Brick & Board (heritage building components)
- Ranch Style Architecture (wood)



Materials:

- Metals (industrial influence - steel and iron)
- Brick and Earthy Toned Stone Veneering (mimic existing facade treatments)
- Heritage Materials (downtown buildings, railway, ranches and farms).
- Use of Lighting and Colours (create distinct ambiance)

Forms:

- Railway (train/ steam engine, stagecoach, train tracks)
- Grain Elevator
- Heart of Alberta
- Ranch Fence
- Pump Jack

THEME

Pronunciation: 'theME

Function: noun

Etymology: Middle English teme, theme, from Middle French & Latin; Middle French teme, from Latin thema, from Greek, literally, something laid down, from tithenai to place. 1 a : a subject or topic of discourse or of artistic representation b : a specific and distinctive quality, characteristic, or concern <the campaign has lacked a theme> 2 : STEM 4 3 : a written exercise : COMPOSITION <a research theme> 4 : a melodic subject of a musical composition or movement

Definition Retrieved from Merriam Webster Dictionary



The base elements or 'essences' of a sense of place coalesce into coherent themes, which when combined, define a 'sense of place.' These themes provide inspiration and direction to the urban design process and, more importantly, relevance, meaning, originality, and vitality to the finalized urban design elements that make up each community place-making initiative. The utilization of 'themes' in good design is not a direct literal translation of forms or ideas, but an indirect reference which may not be immediately - or ever - apparent to the onlooker, but which subtly informs and crystallizes the design.

The design process and the relationship between the 'essences' and themes are not strictly, linear, rather, they are a web of relationships that create a multitude of meanings, impressions, forms, and possibilities for effective urban design.

The proposed design themes for defining 'sense of place' in Stettler are:

- Heart of Alberta
- Agriculture
- Oil and Gas
- Pioneers of building
- Rail Transportation (CPR and CN)
- Alberta Prairie Steam Train
- Live/work/play
- Health and Wellness (Recreation)
- Christmas Destination

In addition, themes can also build upon the perceived inadequacies or missing qualities of the community that fulfill and/or generate community interest, pride, participation and continued growth and quality of life within Stettler.

3.2 Community Framework Plan

To enhance Stettler's sense of place, we must identify and leverage the interconnectedness of its districts, landmarks, nodes, edges, and pathways. These elements, when integrated, create a cohesive and actionable plan.

- **Districts:** Built areas (e.g., downtown, commercial, residential) that blend with natural features (e.g., parks, wetlands) and social patterns (e.g., learning, working) to form distinctive geographic and visual anchors.
- **Landmarks:** Recognizable features (natural, built, or cultural) that provide geographic reference and support community interpretation.
- **Nodes:** Key vehicular and pedestrian intersections and activity centers.
- **Edges:** Natural or built boundaries that define the character of areas.
- **Corridors:** Key routes that connect elements and contribute to the overall spatial quality and wayfinding.

By understanding these components and their relationships, we can create a plan that strengthens Stettler's identity and appeal.

The following section assesses the existing qualities of districts, landmarks, nodes, edges, and corridors within the community, and identifies specific development and enhancement considerations for future implementation. The recommended improvements outlined for each district includes the community and park design guidelines and should Refer to **Design Guidelines Section 4.1** for recommended Complete Streets, Green Street, Low Impact Development, Winter Community Design, Site Landscape, Site Furniture and Feature, Green Space/ Trail design application.

Please note that the following sections and conceptual mapping and illustrations identify Districts, Landmarks, Nodes, Edges, and Corridors within the Town Boundary. It is recommended that the extension of these framework components be integrated with existing and future land development networks; inter-municipal and regional planning; and infrastructure development and redevelopment projects within the Town and surrounding region.

3.2.1 Districts

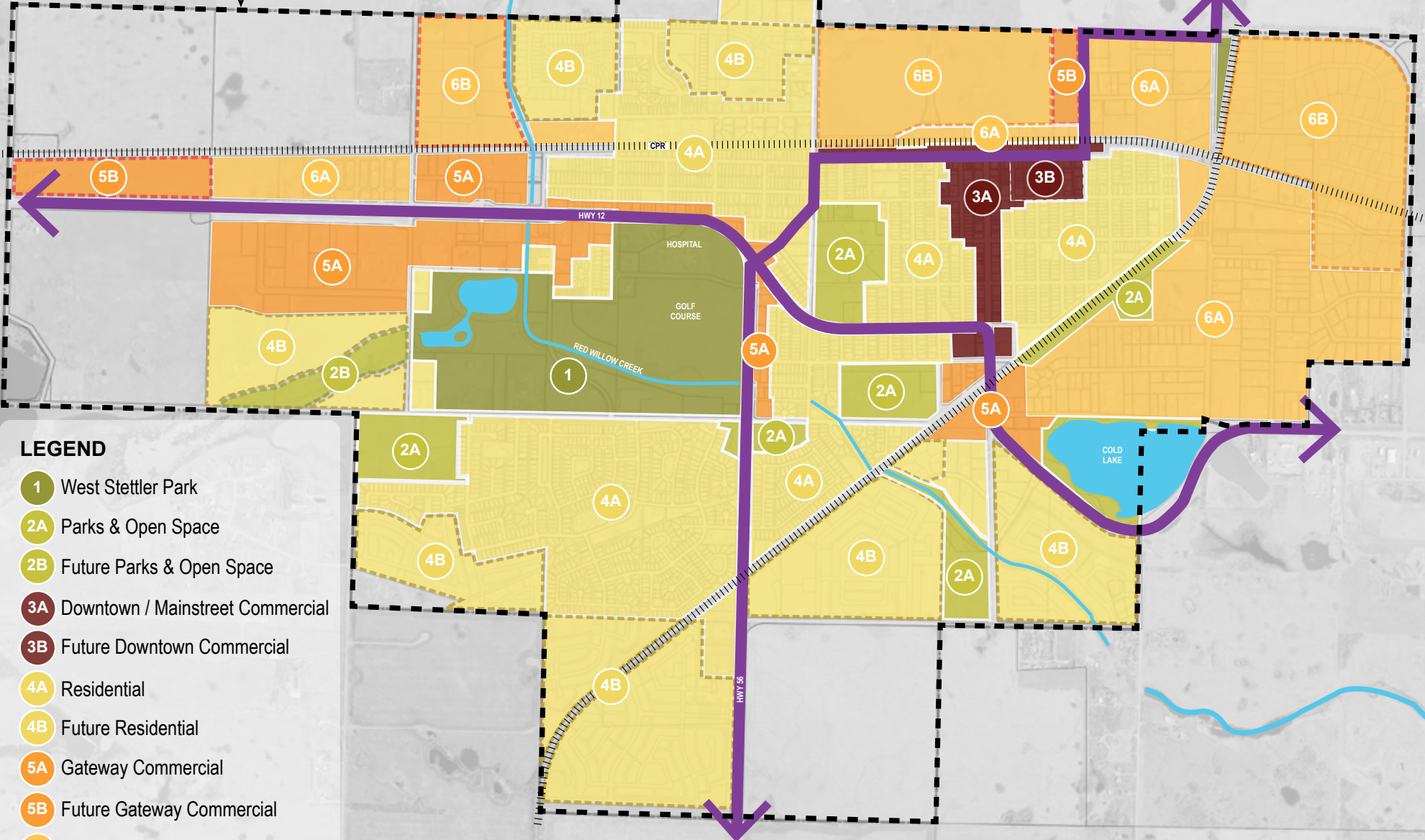
The following Districts and proposed development enhancements have been defined for the Town of Stettler (refer to **Figure 1 - Districts Map**). Note: these Districts include future Land Use Development areas as defined in the Town of Stettler Bylaw 2060-15.

1A	Downtown / Mainstreet Commercial
1B	Future Downtown Commercial
2	West Stettler Park
3A	Green Space / Parks
3B	Future Green Space / Parks
4A	Residential
4B	Future Residential
5A	Gateway Commercial
5B	Future Gateway Commercial
6A	Industrial
6B	Future Industrial

Figure 1: Districts



TOWN BOUNDARY



LEGEND

- 1 West Stettler Park
- 2A Parks & Open Space
- 2B Future Parks & Open Space
- 3A Downtown / Mainstreet Commercial
- 3B Future Downtown Commercial
- 4A Residential
- 4B Future Residential
- 5A Gateway Commercial
- 5B Future Gateway Commercial
- 6A Industrial
- 6B Future Industrial

West Stettler Park

The West Stettler Park is a main destination and district within the Town. The park has 8 main amenities and attractions which include the Recreation Centre, Campground, a Skate Park, a Spray Park, a Playground, Gazebo and Stage, Baseball Diamonds, and Soccer Fields. The recommended park improvements will have specific design recommendations to make West Stettler Park unique. The following are recommended improvements to be included for each component of West Stettler Park:

- Develop and install Signage for Park destinations that is distinctive to West Stettler Park.
- Add signs/entrances, directories, additional interpretive signage, and wayfinding.
- Enhance existing trails and include rest areas every 500m.
- Develop new trails to the north to connect the neighbourhood to West Stettler Park amenities.

A further assessment of West Stettler Park has been completed with key considerations noted for future redevelopment and/or enhancement. Refer to **Section 4.0** for identified Park Classifications and Design Guidelines. Refer to **Figure 2** for identified West Stettler Park features.

Parks and Open Space

In addition to the West Stettler Park Amenities, the Plan has identified fourteen (14) existing distinct park and/or open spaces: Stettler Sports Park, Memorial Park, Parkdale Park, Pioneer Park, Railway Kinsmen Tot Lot, Meadowlands Park, Grandview Park, Cold Lake, East End Viking Park, Dog Park, Emerson Park, Rosedale Park, Homestead Park, and the Community Orchard.

The assessments included an overview of each park and featured amenities. Asset management criteria was used as a reference to grade each park and recommended improvements. See the table below for the grading system used for the parks and open spaces.

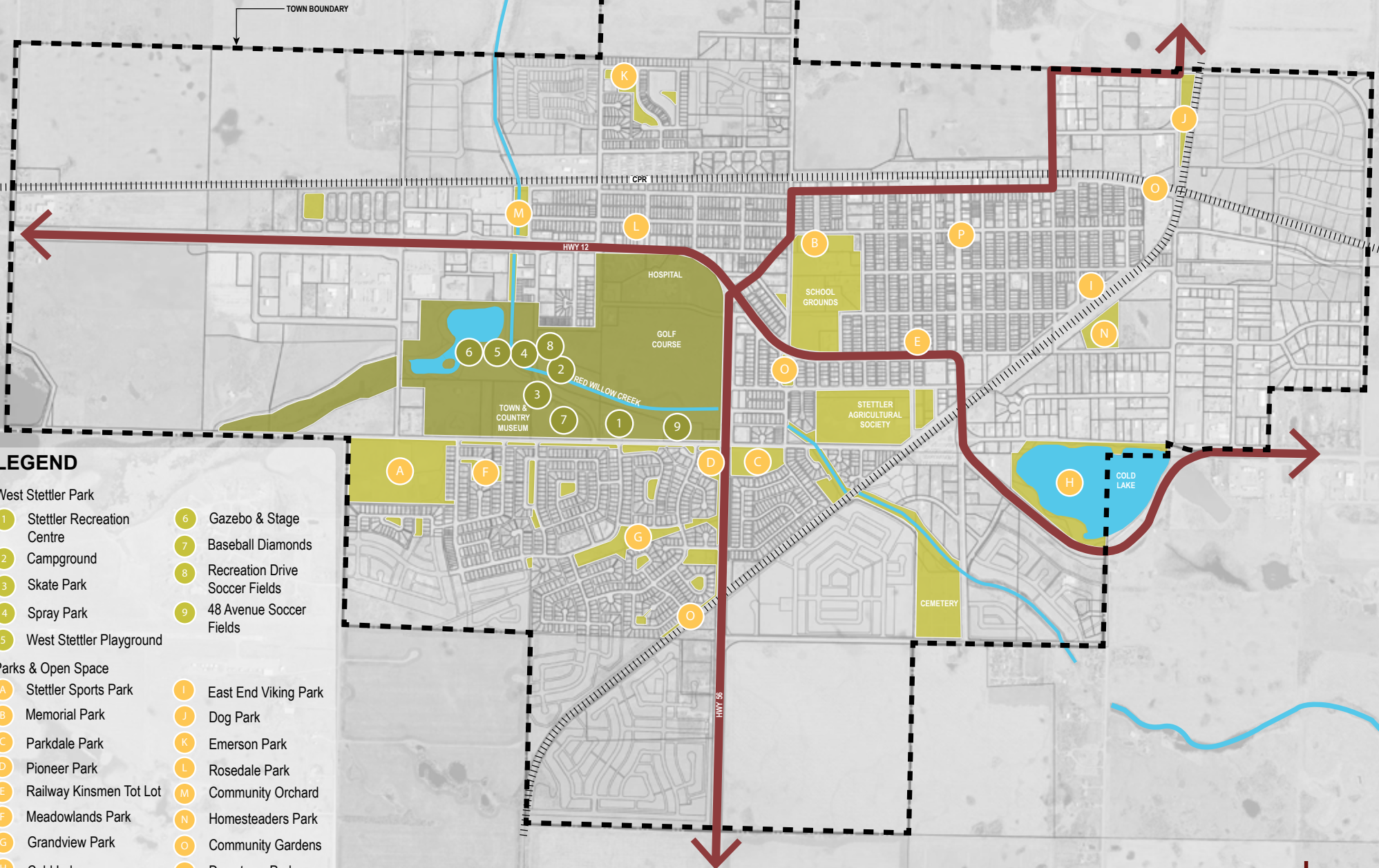
Additional considerations were factored into the overall assessment and included an inventory of the following:

- ✓ Site furniture/features (type & condition)
- ✓ Existing landscape (orientation & type - eg. shade, ornamental, etc.)
- ✓ Existing trails and connectivity (type, location, & condition)
- ✓ Universal Accessibility
- ✓ Crime prevention through environmental design (CEPTD) considerations

See Appendix A for a full assessment of the existing parks with key considerations noted for future redevelopment and/or enhancement. Refer to **Section 4.0** for identified Park Classifications and Design Guidelines. Refer to **Figure 2** for identified park spaces, natural areas, open / park space, school grounds, cemeteries, and trails.

CONDITION		
5	NEW	New or like new condition; no issues to report; no expected failures; replacement 20+ years.
4	GOOD	Good condition; no reported issues; replacement 10-20 years.
3	FAIR	Average wear for building age; not new but no issues to report; replacement 4-10 years.
2	POOR	Worn from use; end of life cycle; replacement 1-4 years.
1	CRITICAL	Extremely worn / damaged; replacement within 1 year.

Figure 2: Existing Parks & Open Space



LEGEND

West Stettler Park

- 1 Stettler Recreation Centre
- 2 Campground
- 3 Skate Park
- 4 Spray Park
- 5 West Stettler Playground
- 6 Gazebo & Stage
- 7 Baseball Diamonds
- 8 Recreation Drive Soccer Fields
- 9 48 Avenue Soccer Fields

Parks & Open Space

- A Stettler Sports Park
- B Memorial Park
- C Parkdale Park
- D Pioneer Park
- E Railway Kinsmen Tot Lot
- F Meadowlands Park
- G Grandview Park
- H Cold Lake
- I East End Viking Park
- J Dog Park
- K Emerson Park
- L Rosedale Park
- M Community Orchard
- N Homesteaders Park
- O Community Gardens
- P Downtown Park

Downtown / Mainstreet

Located along 50th street, the Downtown / Mainstreet offers a unique destination for the community and visitors alike. It features historical buildings and adjacent to the Mainstreet is the Alberta Prairie Steam Train Engine. Improvements considered for the Downtown / Mainstreet are as follows:

- Establish architectural guidelines for Downtown/Mainstreet businesses and preserve existing historic buildings.
- Improve wayfinding in the Downtown/Mainstreet District.
- Continue streetscape design elements featured on 50 St and 50 Ave for the rest of the downtown/mainstreet. Develop a design solution to current sidewalk material issues.
- Include widened sidewalks and pedestrian bulb outs to enhance pedestrian movement throughout the Downtown.
- Consider establishing a Downtown Plaza location to provide an area for Downtown events, creating a Downtown destination, improving winter destination desires and adjoining Alberta Prairie Steam events with additional Downtown events (eg. Polar Express).
- Incorporate Downtown Gateway features at intersections along 50 Street at Highway 12 and Highway 56.
- Establish plaques or monuments to add to the self guided walking tour.
- Extend Downtown access to Alberta Prairie Steam and establish a Park/Plaza within the green space to the southeast.
- Create symbiotic relationships with industrial and commercial uses - This may be achieved by having industrial facilities supply local stores downtown with their goods (e.g. breweries, coffee shops, dairy, equestrian equipment, beef producers, bakeries, seasonal produce, etc.).

Downtown Commercial

Located along 50 Avenue between 49 Street and 46 Street street, the Downtown Commercial District is separate from the Downtown/Mainstreet as it is relatively new and does not provide the same historical context as Downtown/Mainstreet and therefore has separate design guidelines. Improvements considered for the Downtown / Mainstreet are as follows:

- Improve accessibility by establishing continuous sidewalks on a minimum of one side of the street. Refer to **Figure 6 Corridor Map**.
- Widen sidewalks for an enhanced pedestrian experience.
- Widen existing boulevards to a minimum of 1.0m wide or widening sidewalks.
- Incorporate enhanced edge conditions.



Existing Residential

Defining specific neighbourhoods within Stettler can enhance wayfinding, build community pride and ownership, and provide the opportunity to celebrate and interpret local and regional history, culture, and landscape. Future development should encourage private developers to establish neighbourhood context and housing types that reflect the Plan essences and themes. Neighbourhood features and components that support and define the community include, yet not limited to:

- Boulevard (Public right-of-way) Enhancements: Landscape (sustainable/LID treatments), materials, features (lighting), and furnishings (hard and soft site landscape).
- Neighbourhood Entry Signs/Public Art.
- Neighbourhood branding and wayfinding – markers, sign blades, banners.
- Maintain and create neighbourhood connections through parks, open space, and greenways to enhance safety/security, and accessibility.
- Retain existing landscape/ecological features where possible.
- Natural site features should be retained where possible to strengthen native ecological presence.
- For enhanced pedestrian connectivity and safe pedestrian movement, develop 1.5m sidewalks to a minimum of one side of the street.

Future Residential

This district is like Existing Residential. Design Guidelines for this district include, yet are not limited to:

- Encourage private developers to establish a neighbourhood context and housing types that reflect the Plan essences and themes, through Architectural Guidelines.
- Ensure new gateways are clearly defined and reflect the Town's character.
- Boulevard (Public right-of-way) Enhancements: Landscape (sustainable/LID treatments), materials, features (lighting), and furnishings (hard and soft site landscape).

- Neighbourhood Entry Signs/Public Art.
- Neighbourhood branding and wayfinding – markers, sign blades, banners.
- Maintain and create neighbourhood connections through parks, open space, and greenways to enhance safety/security, and accessibility.
- Future Stormwater Management (SWM) facilities should be integrated with the linked open space system and be complementary and accessible to surrounding development. SWM facilities should be contiguous with natural areas, especially stream corridors.
 - » Natural drainage networks should be maintained to support stormwater management infrastructure such as stormwater management ponds.
 - » Where feasible, provide sitting areas with pathway connections at stormwater management facility edges to encourage public safety through frequent use and casual surveillance opportunities.
 - » Impervious areas directly connected to the storm drain system are the greatest contributor to stormwater pollution. Breaks in such areas, by means of landscaping or other permeable surfaces, must be provided to allow absorption into the soil and avoidance or minimization of discharge into the storm drain system.
 - » Include connecting trails and pathways throughout residential neighbourhood that connect to major trails and paths outside of the neighbourhood.
- Retain existing landscape/ecological features where possible.
- Natural site features should be retained where possible to strengthen native ecological presence.
- Ensure all new development includes 1.m sidewalks for pedestrian connectivity and safe movement through the neighbourhoods.

Gateway Commercial

The Gateway Commercial District is located along Highway 12 between 70 Street and is considered the welcome mat for visitors entering Stettler from the west. Special consideration should be given to built form, transitions, and sequences of movement. Design Guidelines are as follows:

- Improve accessibility by establishing continuous sidewalks on a minimum of one side of the street. Refer to **Figure 6 Corridor Map**.
- Establish edge conditions that define entry into Stettler and integrate residential and commercial land use along Highway 12, applying components such as landform, landscape, and other essence and theme components.
- Provide Active Transportation and Greenways along Gateway Commercial Corridors.

Future Gateway Commercial

This district is part of the future extension of the Gateway Commercial district and should include the recommended improvements noted above.



Industrial

Defining industry and business areas in Stettler is an important community placemaking component to define, support and grow industry and business within Stettler. Design Guidelines include, yet are not limited to:

- Provide future Active Transportation routes and links to surrounding commercial, residential, and other destinations within Town.
- Design highly visible entrances using landscaping, gateway features/way-finding and other design amenities.
- Ensure there is adequate natural buffering/soft edges where possible (can be used to block overly 'industrial' views from roadway).

Future Industrial

This district is part of the future extension of the Industrial district and should include the recommended improvements noted above.





3.2.2 Landmarks

Landmarks include significant buildings, special geographic features, and important historical/cultural sites which aid in providing orientation and create a 'sense of place' for the Town of Stettler. Future Landmark Development should be incorporated in conjunction with primary nodes, corridors, and edges to provide enhanced visual reference, wayfinding, and destination. In addition to these Landmarks, there are other significant destinations within the community. These destinations should be identified on all future Town directory and wayfinding signage and community/visitor information to maintain consistency and clarity.

Key Landmarks and Destinations are shown on **Figure 3 Landmarks**.

Figure 3: Landmarks



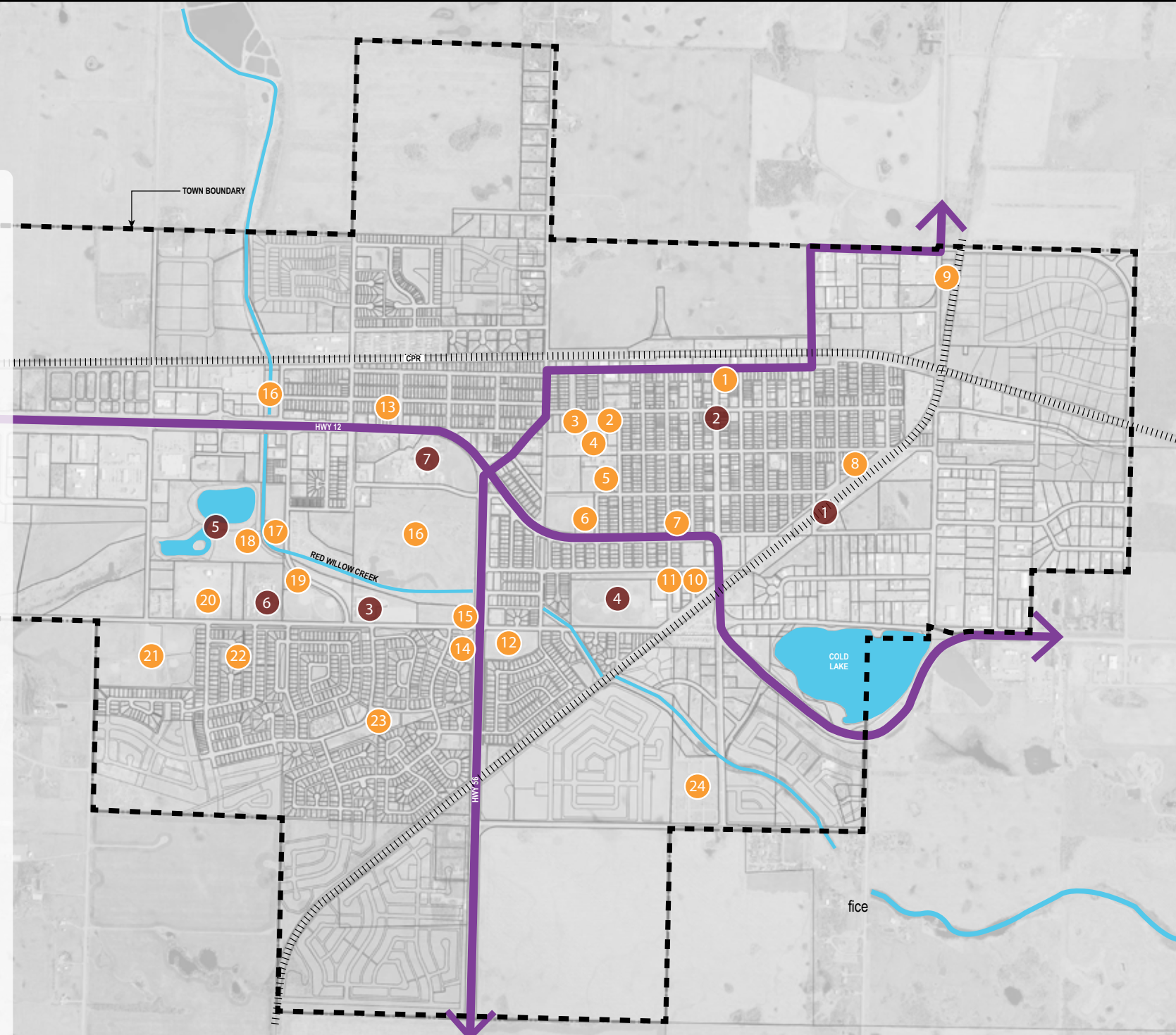
LEGEND

LANDMARKS

- 1 Prairie Alberta Steam
- 2 Stettler Main Street (Heritage Buildings)
- 3 Stettler Recreation Centre
- 4 Stettler Agriculture Society
- 5 West Stettler Park
- 6 Stettler Museum
- 7 Stettler Hospital

DESTINATIONS

- 1 Town Hall
- 2 The Performing Arts Centre
- 3 Memorial Park
- 4 William E. Hay Secondary Campus
- 5 Elementary School
- 6 Christ King Catholic School
- 7 Trained Themed Playground
- 8 East End Viking Playground
- 9 Dog Park
- 10 Community Hall
- 11 Curling Rink
- 12 Parkdale Playground
- 13 Rosedale Playground
- 14 Pioneer Park
- 15 Stettler Golf & Country Club
- 16 Community Orchard
- 17 Splash Park
- 18 West Stettler Playground
- 19 Skate Park
- 20 Stettler County Office
- 21 Stettler Sports Park
- 22 Meadowlands Playground
- 23 Grandview Playground
- 24 Cemetery





3.2.3 Nodes

Nodes include vehicular and pedestrian intersections, destinations, and other gathering spaces that have a higher concentration of activity within the community. As illustrated (refer to **Figure 4**), nodes directly relate to the districts, corridors, and landmarks/destinations.

Key Plan design guidelines include:

Primary Gateway Nodes are located at Key Gateways into the community and intersections. As illustrated, five primary nodes have been identified within the Town of Stettler. Four nodes are situated at the Town Boundaries on either side of Highway 12 and Highway 56. A central node is located where Highway 12 and 56 intersect.

- It is recommended that the existing Entry Signs at each main entrance into Stettler be enhanced in conjunction with edge development initiatives, to create gateways into the community.
- Each Primary Node should incorporate Town directory and wayfinding signage, and node features (seating, lighting, public art and interpretive features, etc.).

Secondary Nodes are featured at key secondary connector intersections to support community vehicular and pedestrian wayfinding. All secondary nodes should incorporate selected essence, theme, and design guideline components.

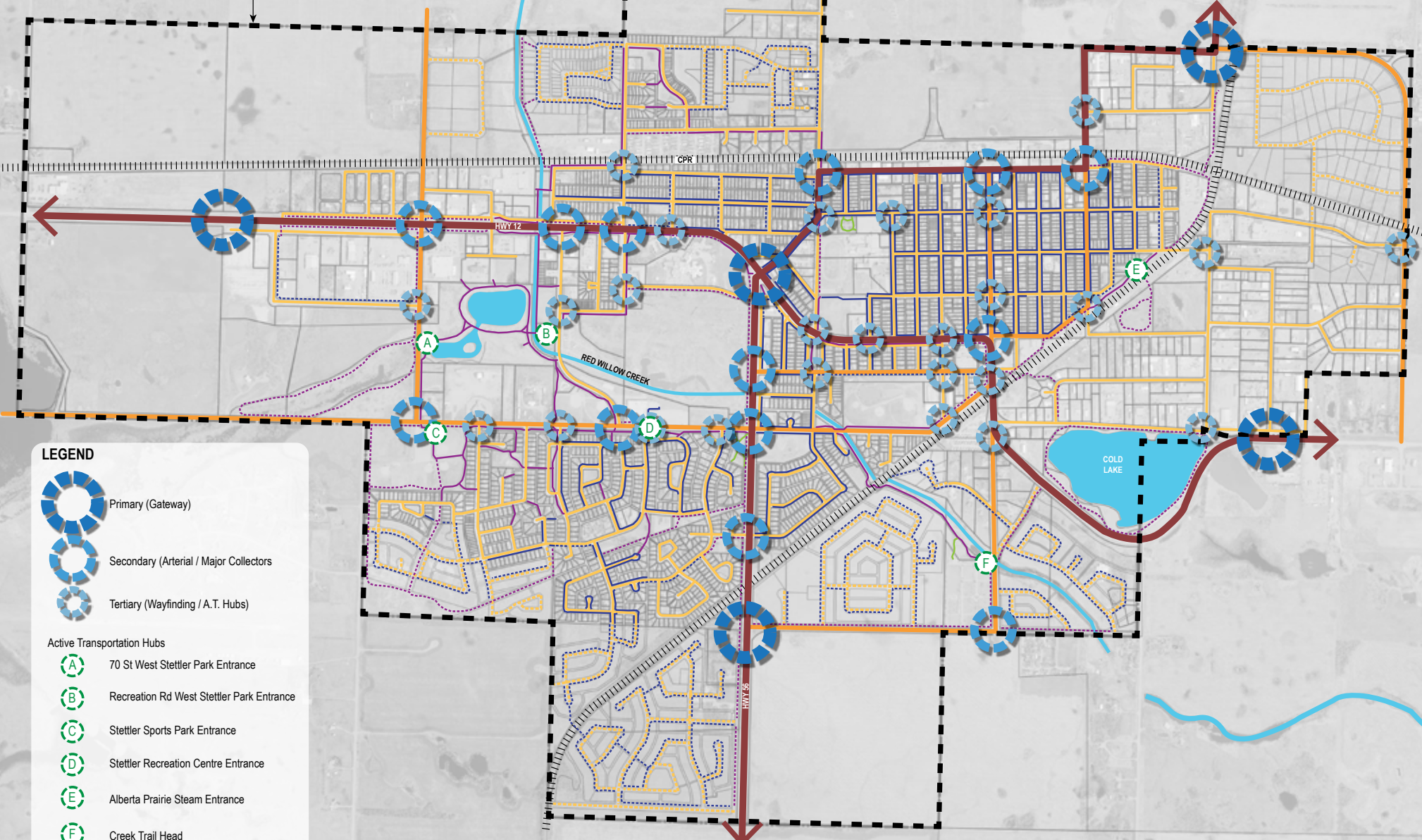
Tertiary Nodes are defined intersections or respites along corridors. Tertiary intersections would include trail heads (at specific locations), park / open space / natural area entrances, trail intersections, etc. These intersections would incorporate features such as trail head directories, wayfinding / interpretive signage, and site furniture and features. Tertiary respites include seating nodes, picnic areas, areas of interest / interpretation, along trail / active transportation corridors within park / open space and natural areas. To enhance accessibility and inclusivity, it is recommended that tertiary nodes be applied every 500m (min.) intervals along all trail routes.

Active Transportation Hubs are to serve as trail heads for the community. These hubs would feature, parking amenities/service and directory wayfinding systems.




Figure 4: Nodes









TOWN BOUNDARY



LEGEND

-  Primary (Gateway)
-  Secondary (Arterial / Major Collectors)
-  Tertiary (Wayfinding / A.T. Hubs)

Active Transportation Hubs

-  70 St West Stettler Park Entrance
-  Recreation Rd West Stettler Park Entrance
-  Stettler Sports Park Entrance
-  Stettler Recreation Centre Entrance
-  Alberta Prairie Steam Entrance
-  Creek Trail Head



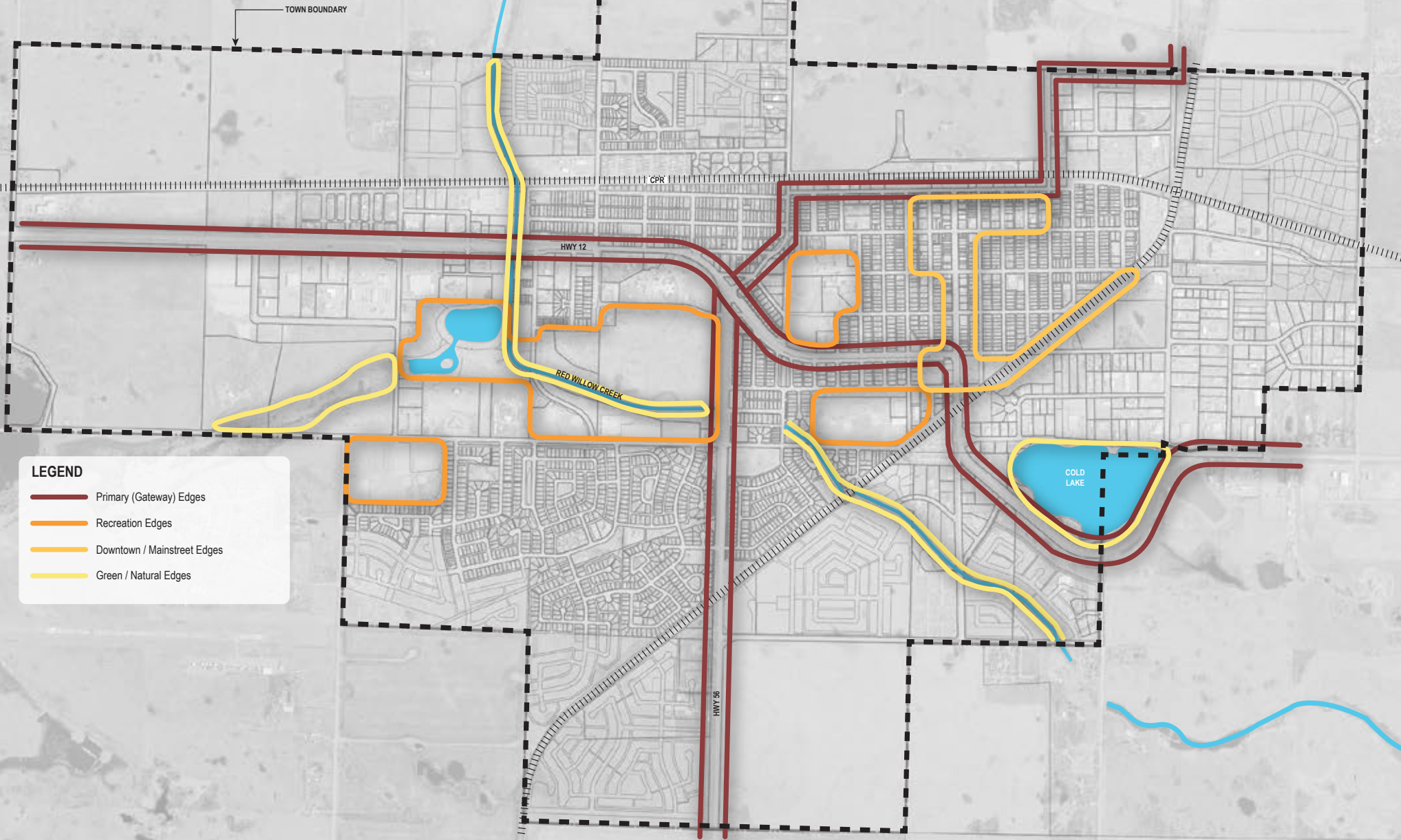
3.2.4 Edges

Edges are the visually/physically prominent boundaries between different areas of a community. In the Town of Stettler, edge conditions have been defined by the boundaries along Highway 12 and Highway 56, recreation destinations, natural areas, and along the Downtown/Mainstreet section of Town. Refer to **Figure 5** for Edges.

Key Plan design guidelines include:

- Incorporate edge enhancement provided in the District and Nodes sections of the Plan to establish affordable, formalized, and integrated edge conditions that are consistent with essence and theme development, to create visual continuity along Highway 12 and Highway 56.
- Encourage transitions that define boundaries, but also encourage openness and connectivity.
- Preserve, conserve, and enhance the Red Willow Creek through the addition of edge related design guideline components in Section 4.1.
- Include additional landscape improvements to enhance edges, promote naturalization including native vegetation, and create a buffer from surrounding developments.
- Include perimeter trails and boulevard trees along recreation edges.
- Ensure edges defining railway and surrounding residential are clearly marked by adding decorative fencing and partially buffered by landscape wherever possible.

Figure 5: Edges



LEGEND

- Primary (Gateway) Edges
- Recreation Edges
- Downtown / Mainstreet Edges
- Green / Natural Edges



3.2.5 Corridors

There are three main types of Corridors (Primary, Secondary, and Tertiary) identified within the Town of Stettler (refer to **Figure 6**), which are supported by a network of trail systems. Primary Corridors are the main arteries into and through the community and define the main linear Gateways into Stettler. Secondary Corridors are the key collector roadways within the community, providing vehicular/pedestrian access and wayfinding to various districts. Tertiary corridors include residential roads / sidewalks, alleyways, and trails / active transportation routes.

Key Plan Design Guidelines include:

Primary Corridors: Highway 12 and Highway 56 are the primary arteries into the Town and provide opportunities for linear gateway development. Define these corridors and establish an enhanced sense of arrival utilizing essence, theme, and design guideline components.

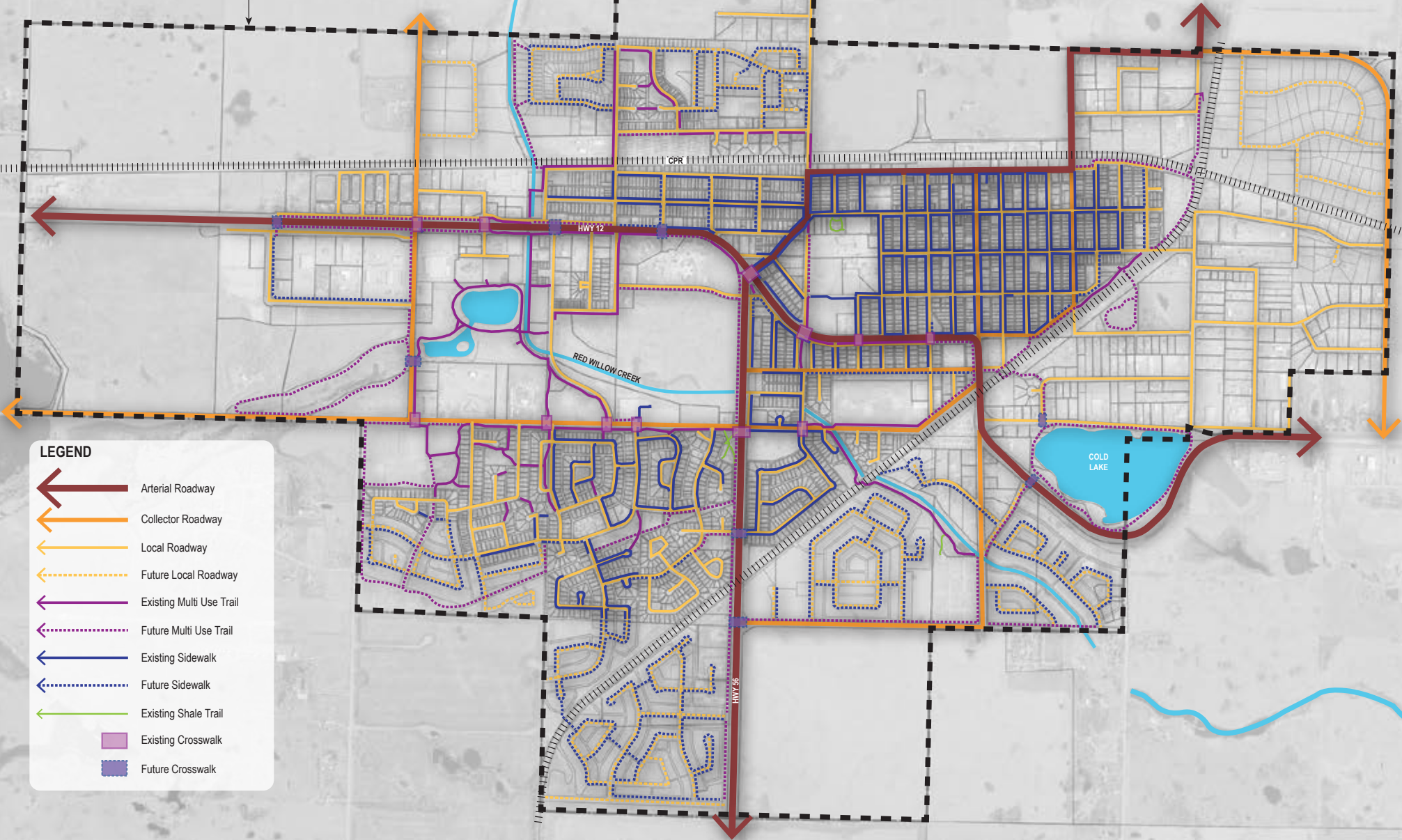
Secondary Corridors: East to West: 47 Avenue, 46 Avenue, 45 Avenue, and 44 Avenue. North to South: 46 Street, 50 Street, and 70 Street are Secondary Corridors. These corridors provide access to key districts/neighbourhood areas. Secondary corridors should define the districts/neighbourhood they transect, integrating opportunities to apply design guidelines (**refer to Section 4.1**) and supporting community connectivity and movement.

Tertiary Corridors: Apply design guidelines to improve downtown, residential, parks/ open space and natural area walkability, accessibility, and inclusivity (**Refer to Section 4.1**).

Figure 6: Corridors



TOWN BOUNDARY



LEGEND

-  Arterial Roadway
-  Collector Roadway
-  Local Roadway
-  Future Local Roadway
-  Existing Multi Use Trail
-  Future Multi Use Trail
-  Existing Sidewalk
-  Future Sidewalk
-  Existing Shale Trail
-  Existing Crosswalk
-  Future Crosswalk

3.2.6 Active Transportation

Trails and active transportation corridors are an important component of community living and promoting an active and healthy lifestyle for residents. Trails and active transportation development should integrate and link all areas of the community with inclusive, safe, secure, and accessible routes for pedestrian and non-motorized use.

In addition to the Corridors assessment, main routes that would connect users to key destinations throughout the town were highlighted and assessed for any gaps. Key intersections that could cause safety issues or would require further consultation and approvals are also noted. Currently there are two unconnected active transportation routes and hubs within the community. Refer to **Figure 7 Active Transportation Gap Analysis**.

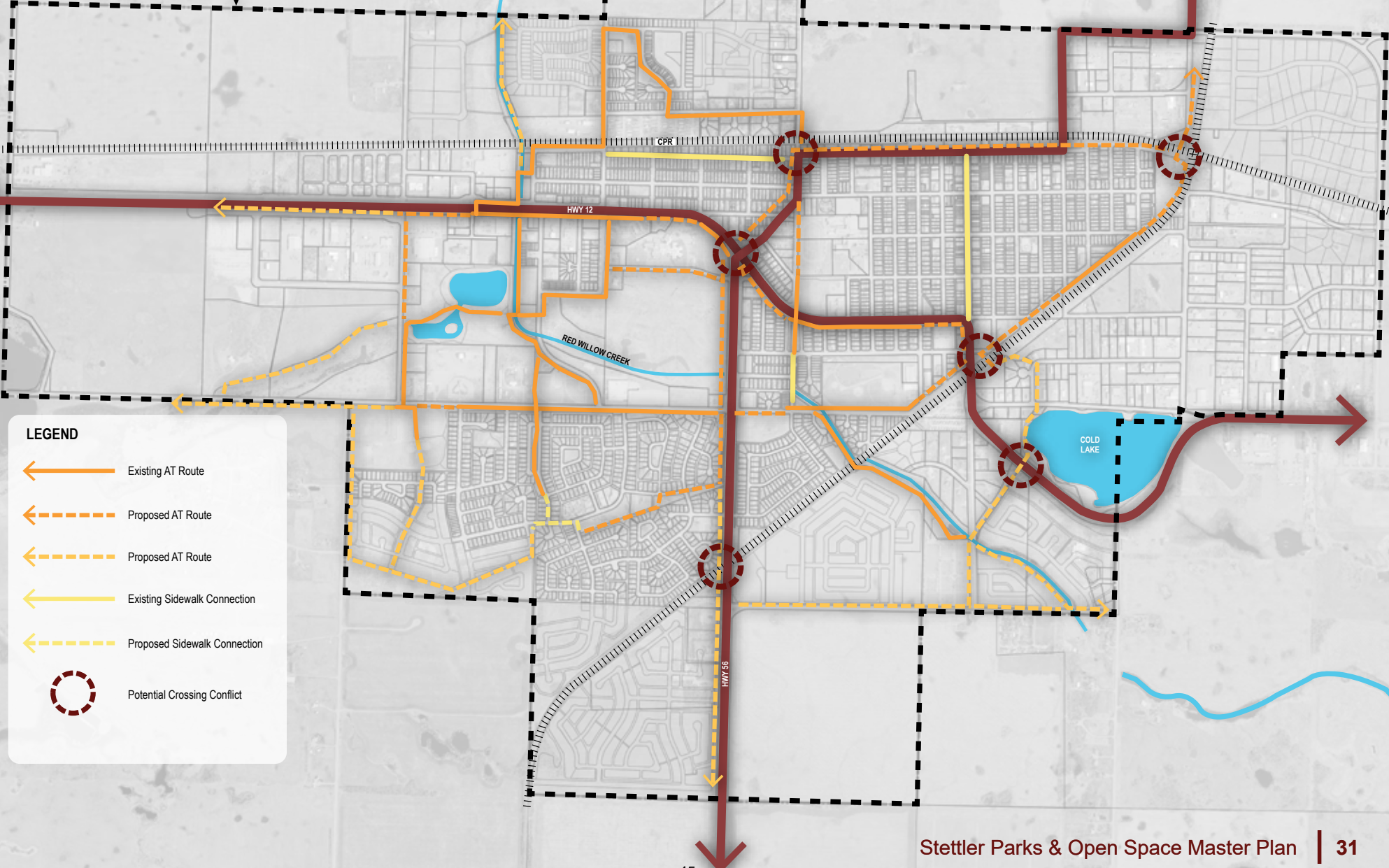
The design considerations for these trails can be founded in **Section 4.1**.



Figure 7: Active Transportation Gaps



TOWN BOUNDARY



LEGEND

- ← Existing AT Route
- ← Proposed AT Route
- ← Proposed AT Route
- ← Existing Sidewalk Connection
- ← Proposed Sidewalk Connection
- Potential Crossing Conflict

4. Design Guidelines & Park Classifications

4.1 Design Guidelines

In moving forward with each Plan initiative, a comprehensive set of design elements specifically suited for Stettler needs to be established to draw upon the essences and themes. These elements are intended to be referenced in future and existing community and park development. Some of these elements will be wholly unique to the community, whereas others may be created from generic components through 'add-ons', adaptations, and retrofitting. For example, a bench may be selected from a commercially available generic model modified with colour, Town logo(s), etc., whereas others - (e.g. planters) - may be designed 'from the ground up.' Several design elements have already been established for the Town of Stettler, specifically with respect to vehicular and pedestrian wayfinding. The design elements will be suitable for general application throughout the Town. Modifications or adaptations may be necessary to address site specific circumstances.

The following are the recommended community and park design guidelines for specific planning and design components identified within the Plan. Further development of these guidelines should be completed with community input to define a level of application and refinement that fits the Town of Stettler. All components should be assessed and selected to promote the following key community goals:

- Safety and inclusivity
- Accessibility and Connectivity
- Red Willow Creek Tributary Preservation and Enhancement
- Vibrancy and Livability
- Sense of Place and Community
- Green and Sustainability
- Pride and Celebration
- Legibility and Cohesiveness

Complete Streets¹

Complete Streets are designed for all ages, abilities, and modes of travel. On Complete Streets, safe and comfortable access for pedestrians, bicycles, transit users and people with disabilities is not an afterthought, but an integral planning feature. A Complete Streets policy ensures that transportation planners and engineers consistently design and operate the entire street network for all road users, not only motorists. Complete Streets offer wide ranging benefits. They are cost effective, sustainable, and safe. The link between Complete Streets and public health is well documented. Jurisdictions across North America already include Complete Streets policies in their suite of preventative health strategies. Complete Streets also promote livability. Human-scale design treatments such as surface treatments, street furniture, trees and wide pedestrian rights-of-way animate our public realm and encourage people to linger. Complete Streets can exist in communities of all shapes and sizes. There is no singular approach to Complete Streets. However, Complete Street policies ensure that transportation planners and engineers design and manage infrastructure for all ages, abilities, and modes of travel across the entire transportation network.

¹Complete Streets for Canada





Low Impact Development²

The U.S. Environmental Protection Agency (USEPA) defines low impact development (LID) as “an approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible” (US EPA, 2010). This approach focuses on maintaining or restoring the natural hydrological processes of a site, providing opportunities for natural processes to take place. Key principles in LID include preserving natural site features; small scale, integrated stormwater management controls dispersed throughout the site; minimizing and disconnecting impervious areas; controlling stormwater as close to its source as possible; prolonging stormwater runoff flow paths and times; and creating multi-functional landscapes.

²U.S. Environmental Protection Agency (USEPA)

Green Streets³

Urban transportation rights-of-way integrated with green techniques are often called “green streets”. Green Streets achieve multiple benefits, such as improved water quality and more livable communities, through the integration of stormwater treatment techniques which use natural processes and landscaping. Green Streets can incorporate a wide variety of design elements. Although the design and appearance of green streets will vary, the functional goals are the same: provide source control of stormwater, limit its transport and pollutant conveyance to the collection system, and provide environmentally enhanced roads.

³LID Center - Green Streets

Key LID applications for consideration in Stettler include:

- Reduce imperviousness by using permeable paving or landscaping to break up expanses of impervious surfaces.
- Direct runoff into or across vegetated areas to help filter runoff and encourage groundwater recharge.
- Preserve, or design into the infrastructure, naturally vegetated areas that are near parking areas, buildings, and other impervious expanses to slow runoff, filter out pollutants, and facilitate infiltration.
- Use devices such as bioretention cells, vegetated swales, infiltration trenches, and dry wells to increase storage volume and facilitate infiltration.
- Disconnect roof downspouts and direct stormwater into vegetated areas or into water collection devices.
- Use native plants (or adaptable species) to establish an adaptable and low maintenance landscape that requires less irrigation and is appropriate for the climatic conditions.

4.1.1 Green Spaces

Green spaces include parks, open space, and natural areas. Key design guidelines include:

- Introduce Park signs/entrances, directories, community notice boards and identification, additional interpretive signage, and wayfinding.
- Key natural heritage features should be preserved to protect natural vegetation, ecological functions, and the cultural landscape.
- Natural drainage networks should be maintained to support stormwater management infrastructure such as stormwater management ponds.
- Extend Stettler's Parks and Open Space network into surrounding regions.
- Enhance community gathering opportunities by incorporating seating nodes, unique activity areas (games, music, adventure and nature play, community gardens), park shelters and/or facilities (prefabricated/modular architecture).
- Establish identified natural areas and associated greenway corridors as unique features within the Town of Stettler, incorporating natural conservation approaches to grassland, woodlands, river/tributary systems, and creating a recreational (e.g., trails, boardwalks, trail head/node areas, etc.) and educational resource (e.g., watchable wildlife, interpretive features, School/program sites, etc.) for the community and visitors. All greenway corridors should be developed with specific construction standards and a components kit-of-parts (e.g., site furnishings, signing, and features), utilizing the noted essences and themes in their design.
- Introduce opportunities for public art.
- Assess the requirement for parking lot development in park areas, in conjunction with trail head locations.
- Enhance Park sustainability, public perception, and education, and reduce operations/maintenance through a park naturalization program, that addresses geology, topology, hydrology (LID), soils plants, animals, the land, and human use.
- Naturalized and indigenous plantings should be used wherever possible, reducing maintained turf areas/maintenance.
- Town and Community Park entrance design should provide amenities including visitor drop-off, pedestrian scale lighting, and signage to assist in orientation and use of park amenities.
- Where possible, playground surfaces and park equipment should consider the use of recycled materials.
- Playground facilities should feature equipment that incorporates the principles of universal design.
- Signs to assist orientation, heritage interpretation elements, public art and park maps should be coordinated at park entrances to avoid unnecessary clutter.
- Highly visible connections should link the major park amenities and facilities through walkways and bicycle paths.
- Vehicular connections through parkland should be limited to emergency vehicle routes and access to major park facilities and parking areas.
- Future park development should consider additional neighbourhood parks to support existing and future neighbourhood (localized, safe, secure, inclusive) access and use.
- Preserve and enhance natural areas with improved trails, accessibility and inclusivity, and educational/interpretive opportunities should be a priority as the community continues to expand and develop.
- Existing park spaces should be augmented with a well-connected network of trails, active transportation routes (e.g., multi-use paths, cycling lanes, etc.) and pedestrian-oriented walkways/sidewalks (based on Complete Street applications).

4.1.2 Trail / Active Transportation

The Town's existing trail currently aligns with the suggested design guidelines with the exception of type 3 - Nature Trails. The photographs (below) provide examples of existing trails within the Town and illustrate how materials vary depending on location/ intended use of the corridor.

The following provides design guidelines for trail/active transportation enhancement and development in the Town of Stettler.

Type 1. Multi-Use Trail

Material: Asphalt

Width: 2.0-3.0m



Type 2. Sidewalks

Material: Concrete / Unit Pavers

Width: 1.5-1.8m



Type 3. Nature Trails

Material: Gravel / Mulch

Width: 1.5m-3.5m



Type 4. Park Trails

Material: Asphalt/Concrete/Unit Pavers/Gravel

Width: 1.8-3.0m



Typical Design Guidelines and Amenities:

Type 1. Multi Use Trail

- Maintain appropriate sight-lines where possible.
- Establish trail head locations, complete with trails/park directory (route markers/ trail maps) and wayfinding, interpretive signage, parking, washrooms, seating/ picnic areas, lighting, etc.
- Add bollards or barriers at trail heads to indicate it is the beginning of a trail.
- Major walkways near roadways should have buffer planting to block pedestrians from traffic and to buffer vehicular sound and improve the aesthetics and 'feel' of the area by providing a more natural appearance.
- Fencing around high traffic areas should be included to aid in separating pedestrian and vehicular zones and to increase general safety.
- Incorporate appropriate pedestrian scaled lighting, wayfinding signage, and seating areas (every 500m). Ensure consistency with essence and theme components.
- New trails should provide continuous walking/biking paths that connect community hubs and existing greenspaces throughout Stettler.
- Ensure there is either trail narrowing, serpentine layout, choke/pinch points or other features that reduce the speeds as users approach rest or gathering areas.
- Provide trailhead information at trailhead/interpretive panels, route markers/trail maps.
- Use signage and/or painted centerlines to identify separate lanes for opposing directions of travel.
- Incorporate barrier-free accessibility.

Type 2. Sidewalks

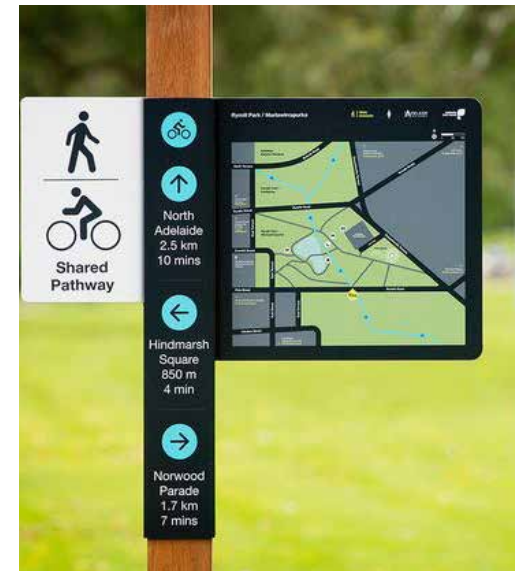
- Maintain appropriate sightlines where possible.
- Fencing around high traffic areas should be included to aid in separating pedestrian and vehicular zones and to increase general safety.
- Application of sod/native seed or planted beds to separate hardscape uses.
- Incorporate pedestrian scale lighting to increase safety at night, in the winter and to enhance character and theming.
- Ensure there are rest nodes every 500m (including seating and a waste receptacle).
- Provide node seating areas.
- Provide improved lighting in high use areas.
- Incorporate barrier-free accessibility. Maximum slopes of 5%.

Type 3. Nature Trails

- Maintain appropriate sight-lines where possible.
- Establish trail head locations, complete with trails/park directory (route markers/ trail maps) and wayfinding, interpretive signing, parking, washrooms, seating/ picnic areas, lighting, etc.
- Add bollards or barriers at trail heads to indicate it is the beginning of a trail.
- Offer places where people can experience the natural landscape (e.g., seating [sheltered] nodes, look-outs, and boardwalks, complete with interpretive signage).
- Provide seating/rest nodes, complete with benches, animal resistant waste receptacles, and picnic sites (picnic tables).
- Incorporate barrier-free accessibility (where feasible).

Type 4. Park Trails

- Maintain appropriate sightlines where possible.
- Incorporate pedestrian scale lighting to increase safety for use at night, in the winter and to enhance character and theming.
- Incorporate areas for interpretation/art.
- Ensure park paths act as connector points to adjacent gathering areas/other trails wherever possible.



4.1.3 Winter Community Design

Applying winter community design into northern communities supports year-round sustainability (environmental, social, economic, cultural) and quality, turning winter into an advantage. The following are components that can be applied to support winter community design in Stettler:

- Landform – create berms or bowls to define edges, enhance microclimate and use.
- Building Design – incorporating essence/theme (e.g., materials, colour, lighting, etc.); enhancing microclimate through building orientation, massing, and edge development; and outdoor spill-out opportunities (e.g., outdoor cafes with heating unit or outdoor fire pits)
- Streetscape Design - streetscape enhancements (e.g., wider/maintained sidewalks, snow storage space, boulevard trees, site furnishing that supports year-round use and comfort, lighting, wayfinding, etc.); and street crossings (lit/reflective signs, lights, audible systems, line painting, etc.).
- Nodes – establishing climate sensitive gathering spaces by using shelters, wind breaks, and fire pits.
- Activity Spaces – establishing district specific winter activity spaces and connectivity (e.g., skating opportunities in central spaces).
- Landscape – use hardy plant materials that provide winter interest and support microclimate control.
- Interactive art displays and festivals and programmed events.
- Winter maintenance – select certain trails, neighbourhood/downtown sidewalks, and nodes to be maintained for winter use.



4.1.4 Site Landscape

A site landscape palette for each district should be established to support the definition of identified nodes, edges, and connector initiatives.

- Native/ornamental trees, shrubs, perennials, and grasses should be selected to provide year-round form, texture and colour.
- Promote continuity, accent and rhythm.
- Maintain hardiness and seasonal variety.
- Create a manageable environment related to operations and maintenance efficiency (e.g., reduce the amount of turf maintenance).
- Establish a safe and secure environment for pedestrians and motorists – following the guidelines of Crime Prevention Through Environmental Design (CPTED).
- Consider Low Impact Development based applications.

4.1.5 Site Furniture & Features

Site furniture and features should be consistent and reflect selected essence and theme components. Site furniture selection should consider manufacture/supplier locality, aesthetics, form and function, material/properties and year-round use and durability, assembly and installation requirements, maintenance requirements, and hardware replacement availability/ease. The following is a list of suggested site furniture and features that support a heritage approach that aligns with the Town themes identified in Section 3.1. (Supplier – Wishbone).

Benches & Picnic Tables: heritage style benches should be included at all nodes, key community destinations and along pedestrian corridors in combination with bicycle racks and waste receptacles. (Supplier – Wishbone).

Waste Receptacles: heritage style receptacles should be included at all nodes, key community destinations and along pedestrian corridors in combination with bicycle racks and benches. (Supplier – Wishbone). Along Nature Trails, animal-proof waste receptacles should be considered. (Example Supplier: Haul-All).

Bicycle Racks & Bollards: heritage style/standard bicycle racks should be included at all nodes, key community destinations, and along pedestrian corridors in combination with benches and waste receptacles. Bollards (Supplier – Wishbone) should be included in all areas where vehicle mitigation is required in high pedestrian use areas to buffer and delineate space and to increase overall aesthetic of the area. (Supplier – Wishbone).



Planters: consistent essence/theme designed planters (in a variety of sizes) should be included at primary nodes and key community destinations in combination with site landscape (district, node, edge, connector based) development/enhancements.

Hanging Baskets: application in downtown/mainstreet areas. Planters should include self-watering units to reduce maintenance requirements.

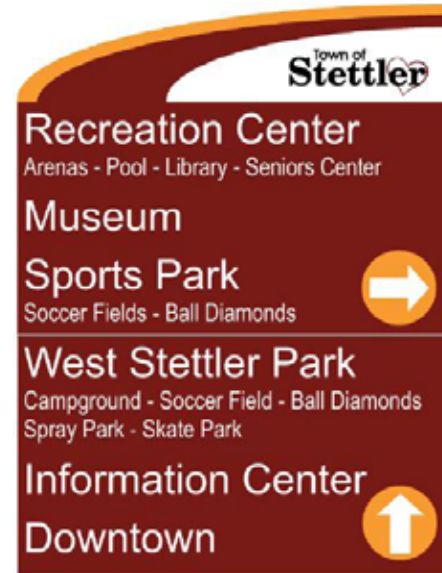
Fences & Screens: essence/theme (e.g., ranch/agricultural or picket) designed fencing should be applied to support the development and enhancement of districts, landmark/key community destinations, nodes, edges, and corridors and conditions (e.g., sound attenuation) in a safe and secure (e.g., CPTED) manner.

Branding & Signage: Building upon the wayfinding system established by the Town of Stettler, other considerations for consistent branding and signing within identified districts include banners (theme/program/event based); destination/facility/park signing; site furniture/feature branding; ; streetlight/component branding; interpretive signage; gateway/entry features; neighbourhood demarcation/entry features; local business/industry advertisement signs; district-based sign blades; and incorporation into the current annual self-guided walking tours of the Downtown/Mainstreet District.

Street Lighting: Establish district-based street lighting based on essence/theme development and selected based on function (vehicular, pedestrian, building façade, spot/highlighting, etc.), type (streetlight, bollard, wall mounted, etc.) and potential sustainability initiatives (e.g., Dark Sky, LED, solar powered, etc.).

Public Art: Incorporate an essence/theme based public art program to enhance districts. Key public art considerations include static and interactive sculpture; integrated/applied art (e.g., building facades, pavement, site furniture, and/or wall murals - especially in the Downtown/Mainstreet district); art gardens, complete with display boxes/panels; banners; sensory art (sound, sight, smell); natural/environmental art (landform, planting, water, etc.); ephemeral (non-permanent) performance/installations, etc.

Other Site Furniture/Features: A toolbox approach incorporating essence/theme should be established for the following additional components: flagpoles, tree grates/guards, utility boxes/cabinets/cubicles, ash receptacles, etc.



4.2 Park Classifications

The Town's existing parks system is diverse and serves multiple functions. Some provide active recreation opportunities that elevate individual health or serve as places to gather and celebrate. Others protect environmentally significant areas and allow natural processes such as flooding and pollination to occur. While other parks and open spaces provide quiet contemplative places that improve residents' mental well-being and provide opportunities to appreciate the Town's natural and cultural heritage. Collectively, the system of parks and open space sites combine to deliver the outcomes that have been set for the Town's parks and open space system. Deliberate planning can create a great parks and open space system. Clear design direction is required to ensure that each individual site plays a purposeful role in the Town-wide system. Planning and design direction begins with a clear parks classification system. A classification system is a useful tool to clearly articulate the desires and requirements the Town has regarding the provision of parks and open spaces for its residents.

The purpose of the park classifications is to:

- Clearly define the intended purpose(s) and uses of each park.
- Ensure the parks system is consistently and effectively supplied and configured to provide a deliberate spectrum of opportunities across the Town.
- Ensure the parks system is functional and accessible; and
- Provide general design guidance and requirements for each class of park.

4.2.1 Classifications

Five classes of parks will be applied throughout the Town:

Town Park - a destination parks that support the community and surrounding region. Town Parks provide a variety of functions, facilities and uses. The size and location of each park may vary, as determined by the park's particular function, facilities, and use. Town Parks may have an active/recreational focus that supports team/tournament sporting events and activities.

Community Park - a park that supports a specific neighbourhood or group of neighbourhoods. Community Parks provide each neighbourhood a range of active/passive park and recreational uses. Community Parks should support connectivity between neighbourhoods and districts through trails and greenways. The size and types of park/recreational uses may vary to reflect and serve specific neighbourhood needs.

Neighbourhood Park – a park that serves a specific neighbourhood to provide active and passive park/recreation opportunities and offer a local gathering space within walking distance of residents. Neighbourhood Parks would be small in scale.

Linear Park - serve as park/open space extension, connecting to various areas of the community. It is crucial these are distinct and well defined, as they are also used to separate different spaces.

Natural Park - serve as the protection of an environmentally significant resource. Any park feature development would serve as a way to reduce environmental impact of using these spaces and serve as educational opportunities to preserve natural resources.

As presented in **Section 3.1 Plan Framework**, the Plan has identified and assessed Nineteen (19) distinct park spaces (existing and future), along with natural areas, open/park spaces, and trails. Refer to **Figure 9 Park Classifications**.

4.2.2 Recommended Park Classifications

The following tables presents the purpose of each park class as well as clear siting and design direction that is to be applied during park system planning as well as the planning and design of individual park sites. See **Appendix B** for proposed Park Classifications Amenities and **Appendix C** for suggested park improvement projects.

Park Classification	Purpose	Objectives	Location	Access & Connectivity	Existing Parks
Town Park	A major multi-purpose destination for structured and unstructured recreation, social gathering and community events that attracts residents from across Town and motivates people from the Capital Region to visit the Town. Town Parks are focused on providing unique recreation opportunities and contain features that are not found in Community or Neighbourhood Parks.	<ul style="list-style-type: none"> • Major city-wide/regional special events & city gatherings. • Active structured and unstructured recreation. Competition quality outdoor sports. • Passive structured & unstructured recreation. • Recreational quality outdoor sports. • Community/Multi-neighbourhood special events & gatherings. • Conservation. Natural and cultural heritage appreciation and education. 	Located to serve multiple communities and, where possible, situated along an arterial street with a major transit route. Should be linked to the greenspace network and may be in association with other open space areas.	Parking lot design and capacity must account for the park attraction from more than one neighbourhood. Minimum two trail/pathway access/egress points.	<ul style="list-style-type: none"> • West Stettler Park & amenities
Community Park	Provide structured recreation amenities not available in Town Parks or Neighbourhood Parks such as ball diamonds, outdoor rinks, sport fields, tennis courts, etc., either in association with a designated school site, or on its own. Additional unstructured spaces may be considered.	<ul style="list-style-type: none"> • Active structured recreation. Active unstructured recreation. • Passive structured & unstructured recreation. Recreational quality outdoor sports. • Community/Multi-neighbourhood special events & gatherings. Conservation. • Natural and cultural heritage appreciation and education. 	Located to serve multiple communities and, where possible, situated along an arterial street with a major transit route. Should be linked to the greenspace network and may be in association with other open space areas.	Parking lot design and capacity must account for the park attraction from more than one neighbourhood. Minimum two trail/pathway access/egress points.	<ul style="list-style-type: none"> • Stettler Sports Park • Pioneer Park • Dog Park • Community Orchard. • Memorial Park • Downtown Park • Community Gardens

Park Classification	Purpose	Objectives	Location	Access & Connectivity	Existing Parks
Neighbourhood Park	The outdoor recreation focal point of a neighbourhood, Neighbourhood Parks provide unstructured active and passive recreation opportunities for a variety of ages that are tailored to the interests of residents in the neighbourhood.	<ul style="list-style-type: none"> • Provides structured recreation opportunities such as playgrounds tailored to the neighbourhood's needs. • Passive unstructured recreation. Active unstructured recreation. 	Minimum of one trail/pathway access/egress points, on street parking preferred.	Minimum of one trail/pathway access/egress points, on street parking preferred.	<ul style="list-style-type: none"> • Parkdale Park, • Railway Kinsmen Tot Lot • Meadowlands Park • Grandview Park • East End Viking Park • Emerson Park • Rosedale Park
Natural Park	Natural parks are consisting of environmental reserves within the Town of Stettler and are developed to reduce environmental impact and provide educational opportunities with interpretive signage.	<ul style="list-style-type: none"> • Provide physical connection and access. • Passive unstructured recreation. Active unstructured recreation. • Natural and cultural heritage appreciation and education. 	Varies.	Access to the park may or may not be restricted in accordance with stated hours of operation. Parking lot design and capacity must account for the park's attraction of residents from across the Town and region. Connectivity will vary. However, efforts should be made to ensure the park is connected to the Town pathway and trail system, located close to Town.	<ul style="list-style-type: none"> • Cold Lake • Red Willow Creek Trail
Linear Park	Corridors provide physical connections and access to and between neighbourhoods, parks, shopping areas, roads, and other destinations in the Town. Corridors are primarily pathways, trails, or greenways with some associated open space and park amenities such as small seating areas or landscaping. Refer to trail design guidelines/classifications.	<ul style="list-style-type: none"> • Provide physical connection and access. • Passive unstructured recreation. Active unstructured recreation. • Natural and cultural heritage appreciation and education. 	Varies.	Varies Pathways and trails within corridors will be designed in accordance with the Town Standards.	<ul style="list-style-type: none"> • Emerson Park

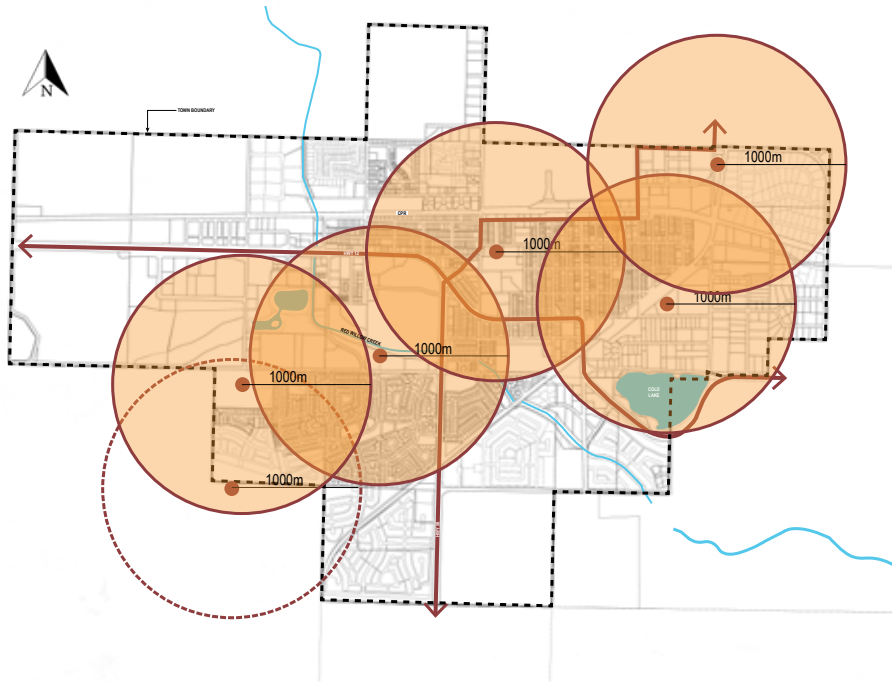
4.2.3 Park Distribution

Park amenities facilitate quality park-based recreation experiences and enhance the comfort and convenience for park users. The Town is working to ensure residents have access to a diversity of park-based experiences. Providing diversity is achieved, in part, but ensuring a diversity of park amenities are available to residents. Not all amenities are required, or even desired, in each park classification. See **Appendix B** for a list of amenities that are standard, discretionary, or incompatible with each park classification.

Aligned with the management intent of each park classification, the amenity list is to assist developers with choosing and describing what park amenities are envisioned to be included in each proposed park. It helps to clearly communicate the Town's vision,

needs and desired level of service for each park class. The list of amenities is not exhaustive. Though the list includes the most common amenities, the Town recognizes that some amenities may not have been included and that as technology and activities evolve, new amenities/trends will emerge.

As for the placement for these parks, walkability standards for accessibility must be considered. A community park is recommended to have a minimum of 1000m walking distance and a neighbourhood park to have a minimum of 500m walking distance. See the diagrams below to be used as reference for future planning gaps to be serviced.

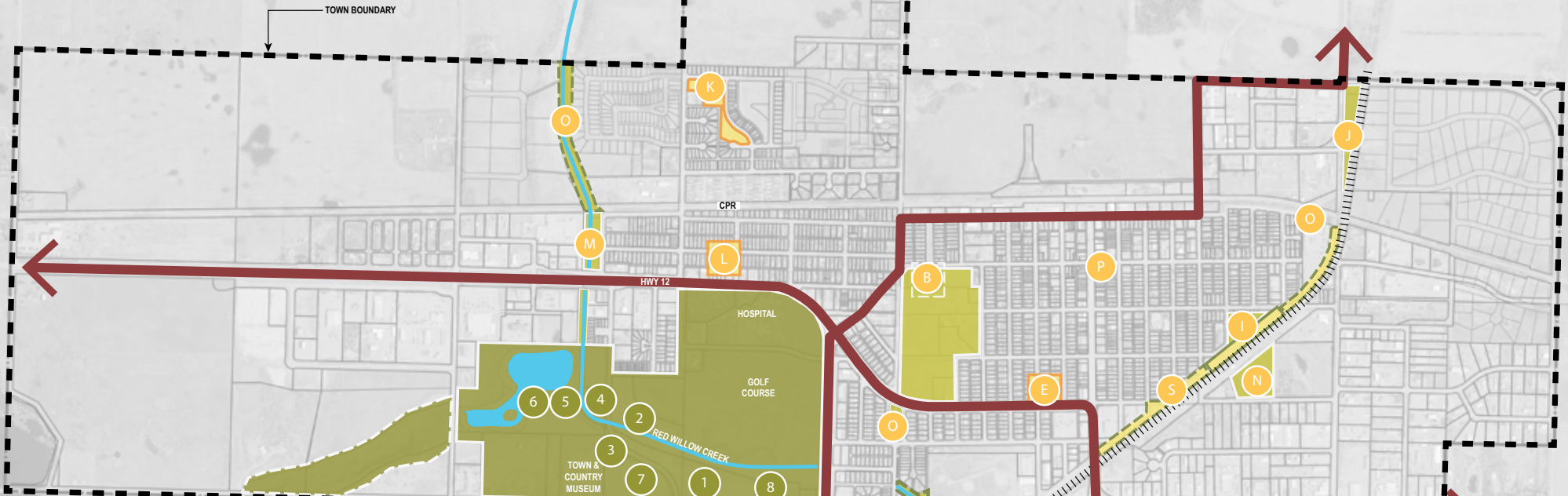


Community Park Distribution



Neighbourhood Park Distribution

Figure 9: Park Classifications



LEGEND

West Stettler Park

- 1 Stettler Recreation Centre
- 2 Campground
- 3 Skate Park
- 4 Spray Park
- 5 West Stettler Playground
- 6 Gazebo & Stage
- 7 Baseball Diamonds
- 8 West Stettler Soccer Fields

Parks & Open Space

- A Stettler Sports Park
- B Memorial Park
- C Parkdale Park
- D Pioneer Park
- E Railway Kinsmen Tot Lot
- F Meadowlands Park
- G Grandview Park
- H Cold Lake
- I East End Viking Park
- J Dog Park
- K Emerson Park
- L Rosedale Park
- M Community Orchard
- N Homesteaders Park
- O Community Gardens
- P Downtown Park
- Q Future Dog Park
- R Red Willow Creek Linear Park
- S Future Alberta Prairie Linear Park

- Existing Town Park
- Future Town Park
- Existing Community Park
- Future Community Park
- Existing Natural Park
- Future Natural Park
- Existing Neighbourhood Park
- Future Neighbourhood Park

- Existing Linear Park
- Future Linear Park 59

5. Implementation Plan

This section outlines selected key Plan enhancements and tasks, prioritizing them by implementation urgency. It also suggests roles, responsibilities, implementation strategies, and phasing timelines.

The financial implications of each enhancement and task will be assessed, considering priority-based budgeting, potential funding sources, joint project development, and implementation. It will also determine how to effectively manage and measure progress and outcomes.

To foster community engagement and ownership, all Plan components will need to be presented to the community-at-large for input and approval. These investments are strategic, aiming to create a unified, diverse, and strong sense of place for the Town of Stettler that reflects and promotes its people, landscape, climate, culture, history, and sustainable, ecologically-based characteristics.

Priority-driven budgeting should guide the Plan's implementation. As outlined in Schedule 1.0, key Plan enhancements and tasks have been prioritized from high to low.

All Plan priorities should share value, transparency, and adaptability throughout the proposed phases. As the Town progresses through each priority, it is essential to further define:

- **Scope and Resource Requirements:** The specific scope and support resources (e.g., internal assessments, external consulting, design development) needed to determine the budget allocation for each key enhancement and task.
- **Roles and Responsibilities:** Clear assignments of roles and responsibilities for each item, considering potential partnerships and joint funding opportunities.
- **Resource Prerequisites:** A thorough analysis of available resources (e.g., capital/operational funding, partnerships/grants, O&M considerations, joint project upgrades) before annual budgeting.
- **Decision-Making Framework:** The specific criteria, processes, and scoring mechanisms for setting Plan priorities and outcomes.
- **Public Engagement:** The level of public engagement and involvement required during the Plan process, including needs and demand assessments.

- **Leadership and Involvement:** The individuals or task force responsible for leading and participating in the Plan process.
- **Performance Measurement:** Key performance indicators and metrics to evaluate the Plan's success.

A priority-driven approach will provide a clear strategic, financial, and service-based framework for the Plan, fostering collaboration, communication, and ongoing community engagement and buy-in.

5.1 Funding the Plan

Capital and operating expenditures will be required, along with funding for more detailed planning and design work. Outside funding sources and programs need to be explored including government grant programs and private sector contributions. These types of programs work best if there is an established capital and operating program amount committed each year for an initial five (5) year period and additional money leveraged from other government programs, private and non-profit sectors.

Developing project partnerships is another key element in reducing capital and operating expenditures associated with the Plan. Through the development of project partnerships, contributions can be established through matching funds and/or 'gifts'-in-kind such as labour, materials, and equipment. Potential project partners include, yet are not unlimited to the following:

- Federal Government
- Provincial Government
- Surrounding Counties
- First Nations
- Local Businesses & Industry
- Local Service & Community Groups
- Local & Regional Utility Agencies
- RCMP

- Local & Regional Public & Catholic Schools
- Canadian Pacific Railway
- Clubs & Church Groups
- Municipal Boards
- Guides/Scouts/Junior Forest Rangers
- Volunteers/Youth Groups

Most Plan initiatives can be funded and completed through public/private development partnerships or municipal capital/operation budgeting for new or restoration development within the public right-of-way or on public lands.

5.2 Furthering the Plan

In conjunction to the Plan, there are several implementation strategies that will require further planning work to establish a well defined scope and approach for future funding and implementation.

These further planning requirements include, yet are not limited to:

- Statutory, Non-Statutory and land-use bylaw updates - for consistency purposes, any future municipal and regional planning and private development submissions should reference this document and include future Framework and Park Classification development and enhancement.
- Downtown/Main street Program - Complete an update to the Downtown Improvements Plan to include recommended design guidelines.
- Vehicular and Pedestrian Wayfinding Program - Complete an update to the wayfinding plan to include established essence and themes, and districts outlined within this Plan.
- Trail Master Plan and Standards - An assessment of trail conditions to be completed and trail standards and implementation plan to be completed for future trail and existing trail redevelopment.
- Site Furnishings, Feature and Landscape Guidelines - establish a specific kit-of-parts for the various districts, landmarks, edges, nodes, and corridors within the Town of Stettler that utilize the essence and theme character elements.

5.3 Phasing the Plan

Subject to available budget, these initiatives need to be phased over the next ten (10) years, consistent with the order of priorities and timing identified within the table below. The strategy schedule should be assessed each year and adjusted accordingly to reflect changing priorities and opportunities for joint partnerships and grant funding.

5.4 Measuring Success

The Plan should be a 'living' document that is outcome-orientated and responsive to changing needs and circumstances. Specific benchmarks should be established to measure how the Plan is achieving it's goals and objectives overtime.

5.5 Monitoring, Evaluating, & Updating

It is recommended that a brief annual 'report card' be provided each year by the Town's task force to provide a summary of benchmarks that have been achieved. A systematic review and update of the Plan should be undertaken every five (5) years. This would include a review, assessment and the integration of other Town initiatives and community review and validation.

Table 1: Phasing Timelines

Project / Initiative	Short Term (0-3 Years)	Medium Term (3-7 Years)	Long Term (7+ Years)	Potential Resource Requirements (Time and/or Capital)	Other Resource Requirement
Use the Park Classification System as a basis for park design, enhancement, and maintenance.				Staff Time and parks maintenance resources	
Spray Park Redevelopment				\$0.5M to \$1M	\$25,000 to \$50,000 (Feasibility study and concept design)
Park and Playground Enhancement and Renewal Projects <i>*Target 2 in each term; list of potential projects provided in Appendix A based on scoring value</i>				TBD	TBD
Trails Master Plan and Standards				\$5,000 to \$7,000	
Downtown Main Street Program Update				\$15,000 to \$25,000 (Feasibility study and concept design)	
Site Furnishings, Feature and Landscape Guidelines				\$5,000 to \$7,000	
Improvements to Stettler Sports Field				TBD	TBD
New Dog Park				TBD	TBD
Future Neighbourhood Parks				TBD	TBD

*TBD - Requires investigation on a project by project basis

* High level estimates (2025 dollars) based on recently completed projects. Further analysis and validation required during project planning.

Appendix A - Park Assessments

West Stettler Park

Stettler Recreation Centre



5 NEW

General Description:

The Recreation Centre includes the Town Library, Arenas, Pool, Fitness Centre, Senior Social Centre, and meeting rooms.

Existing Conditions:

- No parking lot vegetation
- No safe pedestrian access to the main doors
- Existing benches and picnic tables right outside main doors.
- No formal seating areas exist
- No trail access to the rest of the park exists.

Town of Stettler Lions Campground



3 FAIR

General Description:

Includes 66 units (22 power, water, sewer & 40 power, water and 4 non-serviced) for trailer and tent camping.

Existing Conditions:

- No existing fire pits or BBQs
- No trail access to Recreation Centre
- Limited shade trees

Skate Park



4 GOOD

General Description:

The Stettler Skate Park features rails, boxes, hips and a number of ramps for skater boarders, bikers, scooters, in-line skaters and a recently added 174' bowl.

Existing Conditions:

- Limited shade trees
- Erosion occurring on the edge of the ramps
- Limited seating

Spray Park



1 CRITICAL

General Description:

The spray park has currently reached it's lifespan and is noted for replacement.

Existing Conditions:

- Amenities include two benches, one waste receptacle, washrooms/change rooms
- Surrounding landscape beds provide adequate shade and privacy.
- Current site amenities are not barrier free.

West Stettler Playground



5 NEW

General Description:

The West Stettler Playground has been recently built and has a variety of play features suitable for 5 to 10 year olds.

Existing Conditions:

- Includes slides, climbing tower, balance features, and teeter totter.
- Adjacent site features include three differing picnic tables (one accessible), one small shelter, one bench, 3 differing waste receptacles and a large hill for winter use.
- The playground has poured in place rubber without edging.

Gazebo & Stage



2 POOR

General Description:

The Gazebo and Stage in West Stettler Park is the main event area for Town wide events. It is a simply designed post and roof structure on a concrete platform.

Existing Conditions:

- The concrete is in relatively good condition.
- The cedar shake roof is in poor condition.
- Shade screens have been added to the north side of the structure to reduce weather elements.
- Main park trail positioned directly in front of the stage.
- Eroded sod in the front of the stage.

Baseball Diamonds



4 GOOD

General Description:

Existing features include a peewee division baseball diamond (48' pitches and 70' bases) and a Bantam division baseball diamond (54' pitches and 80' bases).

Existing Conditions:

- Existing amenities include covered players benches, two bleacher stands behind the backstops, chain link fencing, two outhouses and waste receptacle between the fields and a champion sign with adjacent flag and posts.
- Maintenance trucks causing ruts in sod.
- No trail linkage exists from 65 street access.

Soccer Fields



3 FAIR




General Description:

There are two Recreation soccer fields in West Stettler. One located adjacent to the RCMP and Stettler's Recreation Centre and one beside the campground.

Existing Conditions:

- Existing site amenities include bleachers facing southeast, waste receptacles, open field area, chain link fencing.
- No trail / pathway connects field to Recreation Centre or adjacent trails across the street.

Town Parks & Open Spaces

Stettler Sports Park	
	<p>4 GOOD</p> <p>General Description: The Stettler Sports Park, completed in 2010 includes 4 baseball/softball diamonds, two soccer pitches where one can be converted to two mini pitches, a large gravel parking lot with a hundred car capacity.</p> <p>Existing Conditions:</p> <ul style="list-style-type: none"> • Existing amenities include a central public washroom and drink fountains, and a large open field to accommodate camping during events and other programming. • Trail connection exists only on the east side of the park. • No existing lighting.
Memorial Park	
	<p>2 POOR</p> <p>General Description: Memorial Park is centrally located just east of 57 St (Highway 56) and south of 50 Avenue and pays tribute to our veterans.</p> <p>Existing Conditions:</p> <ul style="list-style-type: none"> • Existing site amenities include red ornamental fencing with brick posts. • Over grown vegetation blocks views into the park creating safety issues. • Existing asphalt pathway is deteriorating. • Access to high school parking lot doesn't connect and is not barrier free.
Parkdale Park	
	<p>3 FAIR</p> <p>General Description: Parkdale Playground is located near the south side of Stettler and features a playground, a baseball / softball field and a ground skating rink.</p> <p>Existing Conditions:</p> <ul style="list-style-type: none"> • Existing depression and swale for ice rink creates drainage issues in off season and inhibits proper sod growth. • Existing playground surfacing is rubber pieces which creates nuisances for users. • Lack of seating and picnic areas exist.

Pioneer Park



2 POOR

General Description:

Pioneer Park highlights Stettler's history and recognizes the Town's many settlers. The park features a custom entry sign, a vintage combine harvester, and a central monument with plaque that has the names of persons that made a significant contribution to Stettler's history

Existing Conditions:

- Red shale pathway
- Monument is a tiered octagonal shape with 4 plaques on each side, and a large stone on the top.
- Perennial bed on the east side of the monument and red shale path runs along the west side but do not meet, creating small slivers of sod in between.
- No current amenities such as benches or waste receptacles exist.

Railway Kinsmen Tot Lot



1 CRITICAL

General Description:

The Kinsmen Tot Lot, a railway-themed park, is located on 47th Avenue (Highway 12), before you enter downtown.

Existing Conditions:

- The park is enclosed by chain-link fencing and has only one entrance, located in the middle of 52nd Street and a hole for access along the alley at the back.
- No sidewalk leading into the park.
- The play equipment is designed for children aged 1 to 4 and is mismatched, divided into three separate play areas.
- The ground surface consists of pea gravel with a concrete border.
- The park features three picnic tables, a bench, a garbage can, and a community library.

Community Gardens



3 FAIR

General Description:

There are three community gardens spaced out within the Town of Stettler.

Existing Conditions:

- No barrier free accessibility to any of the gardens exist.

Meadowlands Park



3 FAIR

General Description:

The Meadowlands Park features a playground for children aged 2 to 5, a basketball court, and a berm separating a passive green space.

Existing Conditions:

- The playground is in relatively good condition and includes slides, swings, and balance features.
- The playground surface is pea gravel with a concrete border.
- The basketball court has two hoops and an asphalt surface.
- The park also features two picnic tables near each feature, as well as a bench and a garbage can near the playground.
- A continuous asphalt trail connects the park to the surrounding neighborhood.

Grandview Park



3 FAIR

General Description:

Grandview Park features a playground for children aged 5 to 7 and a basketball court.

Existing Conditions:

- The playground has a variety of equipment, including two connected towers with slides, horizontal ladders, vertical climbing areas, and swings.
- Amenities include two picnic tables and a waste receptacle with an animal deterrent feature.
- The park has a large open green space and is surrounded by a chain-link fence with three access points along 60th Street and 41st Avenue.
- There are currently no pathways leading into the park.

Cold Lake



2 POOR

General Description:

Cold lake is a large body of water located between 44 Avenue, south of the Industrial District and north of Highway 12 as you enter or leave Stettler.

Existing Conditions:

- Currently there is a pull out area along the highway to let you access the lake.
- Around the perimeter of the lake there is a degraded shale pathway.

East End Viking Park



4 GOOD

General Description:

East End Viking Park is one of Stettler's newer playgrounds. It features a nautical theme and includes a ship climbing feature, tower with slides, balance features, and a spinning climbing tower.

Existing Conditions:

- The playground surfacing consists of pea gravel with a concrete edge.
- There is a good landscape buffer along the south edge providing shade.
- At the other edge of the park there is a depression to create an ice rink in the winter.
- There is a newly installed multi use pathway that connects to 48 Avenue and 49 Avenue.
- There is a perimeter chain link fence with two entry points to the east and west sides of the park.

Dog Park



2 POOR

General Description:

The Stettler Dog Park is located on the northeast of Town and is approximately two acres in size.

Existing Conditions:

- It is heavily vegetated and has a small semi-open lawn area.
- There is a perimeter post- and wire fencing with re-purposed animal gates for maintenance access.
- Large concrete blocks line the gravel parking lot to prevent vehicular damage to the fencing.
- There is a short mulched pathway that leads to the center of the open space.
- The site features include a community bulletin board, a bench, and animal deterrent waste receptacle.
- The park is enclosed by railway tracks and Highway 56, limiting the pedestrian access to the park.

Emerson Park



3 FAIR

General Description:

Emerson park features a 2 to 7 year old playground, a skating rink, a multi use trail, a storm pond / creek with accent planting.

Existing Conditions:

- The playground is in relatively good condition and features a climbing tower, slides, and swings.
- The surface is pea gravel with a concrete edge.

Community Orchard



3 FAIR

General Description:

The community orchard runs along Red Willow Creek tributary and features a garden with fruit trees and shrubs.

Existing Conditions:

- It includes educational signage regarding the pollinators and types of existing plantings within the Orchard.
- A shared-use pathway runs alongside the orchard and connects to the pathway along 51 Avenue and the commercial roadway along 50 Avenue.

Rosedale Park



5 NEW

General Description:

Rosedale Park feature a brand new fully accessible playground built in the Fall of 2024.

Existing Conditions:

- Existing chain link fencing encloses the park.
- Park amenities include benches, picnic tables and waste receptacles.
- Current amenities are not accessible.

Downtown Park



4 GOOD

General Description:

A small parkette located downtown and provides a variety of seating options.

Existing Conditions:

- Park amenities includes picnic tables, a monument, bollards, planters, trees in grates, benches, and waste receptacles.
- The pavement features a railroad theme. Material used is smooth and creates a slipping hazard.
- Chain linked bollards are located at the crosswalk and create a tripping hazard.

Appendix B - Park Classifications Amenities

Legend

- A** Incompatible with Park Class/Not Applicable
- B** Discretionary for Park Class Dependent on site programming
- C** Typical/Standard for Park

Park Amenities:

AMENITY	TOWN PARK	COMMUNITY PARK	NEIGHBOURHOOD PARK	LINEAR PARK	NATURAL PARK
RECREATION ACTIVITY AMENITIES					
Pathways					
Multi-Use Pathway	C	B	B	B	A
Sidewalk	B	C	C	C	A
Park Pathway	B	B	B	B	A
Nature Pathway	B	B	B	B	A
Outdoor Sport					
Multi-purpose Rectangular Field / Sport Field	C	B	A	A	A
Baseball / Softball Diamond	B	B	A	A	A
Basketball Court	B	B	B	A	A
Tennis Court	B	B	A	A	A
Volleyball / Beach Volleyball Court	B	B	A	A	A
Picketball Court	B	B	A	A	A
Track & Field	B	B	A	A	A
Small Unstructured Courts (e.g. bocce ball, horse shoe pit, frisbee, etc.)	B	B	A	B	A
Outdoor Rink	B	B	B	A	A
Liesure Ice / Social Skating Surface	B	B	A	B	A
Emerging Sports	B	B	A	A	A

	TOWN PARK	COMMUNITY PARK	NEIGHBOURHOOD PARK	LINEAR PARK	NATURAL PARK
Adventure					
Skate / Bike (BMX, Mountain) Parks	C	B	A	A	A
Water Activity Adventure (water access / facilities for canoeing, kayak, fishing, etc).	A	A	A	A	A
Winter Activity Adventure (e.g. cross-country skiing, tobogganing/ sliding, ice climbing/scultures)	B	B	B	B	A
Outdoor Adventure (e.g. climbing, parkour, zipline parks, nature/interpretive)	B	B	B	B	A
Fitness					
Outdoor Fitness Stations	B	B	B	A	B
Play					
Play Space	B	B	B	B	B
Natural Playground	B	B	B	B	B
Water/Spray Park	C	B	A	A	A
Outdoor Pool	C	A	A	A	A
Passive / Unprogrammed Space	B	B	B	C	B
Community, Special Events & Education					
Performance Stage / Bandstand	C	A	A	B	A
Community Gardens / Urban Food Forest	B	B	B	B	B
Off-Leash Dog Area, Non-Fenced	B	B	B	B	B
Dog-Designated, Fenced	B	B	B	B	B
Support Amenity Buildings	B	B	A	C	A
Historic / Interpretive Features & Public Art	B	B	B	C	B

AMENITIES	TOWN PARK	COMMUNITY PARK	NEIGHBOURHOOD PARK	LINEAR PARK	NATURAL PARK
COMFORT & CONVENIENCE AMENITIES					
Gathering Amenities					
Benches	C	C	C	C	C
Public Event Seating	C	B	A	B	A
Picnic Table	C	B	B	B	B
BBQ Pit / Fire Pit	C	B	A	B	B
Bookable Day Use Shelter	B	B	A	B	B
Comfort Amenities					
Full-Service Washroom	C	B	A	A	A
Portable Washrooms	B	B	A	B	B
Portable Water Sources	C	B	B	B	A
Shade Structures	C	C	C	B	B
Convenience Amenities					
Non-motorized Vehicle Parking	C	C	B	C	B
Waste Receptacles	C	C	C	C	C
Recycling Receptacles	C	C	C	C	B
Access, Movement & Accessibility					
Parking Lot	C	B	A	B	A
Non-motorized Water Access / Boat Dock	A	B	A	A	B
Wayfinding and Regulatory Signage	C	C	C	C	C
Level of Accessibility - Facilities, Infrastructure, Amenities, and Services	C	C	C	C	C

AMENITIES	TOWN PARK	COMMUNITY PARK	NEIGHBOURHOOD PARK	LINEAR PARK	NATURAL PARK
SITE SERVICING & DEVELOPMENT					
Electrical - Lighting, Outlet, Event Support	C	B	A	B	B
Lighting (Fixtures)	C	B	A	B	B
Sewer	C	B	A	B	A
Potable Water	C	B	A	B	A
Wireless / Internet Access, Services, and Facilities	C	B	A	A	A
LID / Sustainable Landscape Development	C	B	B	B	B

Appendix c - Suggested Park Improvement Projects

PARK CLASSIFICATION	PARK SITE	POTENTIAL OPPORTUNITIES
Town Park	Stettler Recreation Centre	<ul style="list-style-type: none"> • Upgrade as part of the West Stettler Park District recommendations • Create a hierarchy of seating nodes and formal accessible walkways and enhanced park landscape to better define the park and provide outdoor amenity spaces that support the Recreation Centre Programming (e.g. outdoor classrooms, picnic areas, etc.) • Consider future pathways / trail connections from the Recreation Centre to adjoining amenities such as the Stettler Ball Diamonds, the RCMP soccer fields, the skating rink, and campground. • Consider future pedestrian connectivity improvements along the north side of 44 Avenue. • Reduce the visual and heat island impact of the parking lot by at a minimum planting shade trees along the border and / or including landscaped islands. • Promote naturalization and the inclusion of native species, to reduce maintained turf areas, and to enhance site micro-climate.
	Town of Stettler Lions Campground	<ul style="list-style-type: none"> • Upgrade as part of the West Stettler Park District recommendations. • Consider adding additional planting to provide shade and privacy screening. • Consider adding fire pit and grills to each unit. • Consider adding a trail connection with pedestrian bridge along the north side of the Red Willow Creek to provide connectivity to the Recreation Centre for visitors.
	Skate Park	<ul style="list-style-type: none"> • Consider adding additional Trees and Landscape to the South to provide shade for users and spectators. • Consider including amenity areas, such as bench seating and picnic areas with shade structures. • Consider adding rip rap to the edges of the ramps to mitigate erosion and reduce maintenance requirements along the site features. • Consider adding a viewing platform for spectators to watch without obstructing the park.
	Spray Park	<ul style="list-style-type: none"> • Upgrade as part of the West Stettler Park District recommendations • Consider upgrading the amenities such as benches, picnic tables, waste receptacles, and shade structures. Ensure access to these features are barrier free. • Upgrade the spray park surfacing to include no-slip, impact resistant surfacing such as poured in place rubber. • Offer a variety of water features such as jets, geysers, water curtains, and water cannons. • Future Spray Park development should consider essence/theme development and incorporate types of play for all ages. • Consider relocation of the spray park to be adjacent to the Playground to provide proper caregiver oversight for children. • Consider re-purpose of the spray park location as a day use area with shelters available to rent.

PARK CLASSIFICATION	PARK SITE	POTENTIAL OPPORTUNITIES
Town Park	West Stettler Playground	<ul style="list-style-type: none"> • Upgrade as part of the West Stettler Park District recommendations • Include perimeter walkway for site accessibility and reduce obstruction • Promote naturalization and the inclusion of native species, to reduce maintained turf areas, and to enhance site micro-climate. • Consider adding sensory garden to extend play into nature. • Consider replacing existing shelters to match essence and theme development. • Consider adding concrete curbing to playground surface.
	Gazebo & Stage	<ul style="list-style-type: none"> • Upgrade as part of the West Stettler Park District recommendations • Consider relocating the Gazebo and Stage area so that users of the main park trail isn't obstructing during events and views of the stage are not obstructed by trail users. Or consider adding a perimeter trail to maintain park accessibility during use of the stage. • Promote naturalization and the inclusion of native species, to reduce maintained turf areas, and to enhance site micro-climate. • Future Gazebo and Stage development should consider essence/theme development referenced in Section 3.1.
	West Stettler Baseball Fields	<ul style="list-style-type: none"> • Proper maintenance access to prevent ruts. • Consider adding lighting for evening games. • Consider adding a trail linkage from the 65 St access trail.
	West Stettler Soccer Fields	<ul style="list-style-type: none"> • Establish a hierarchy of gathering / seating / spectator nodes, accessible/inclusive trail/pathway corridors, and support site furnishings and features. • Consider adding player benches to both sides of the field. • Consider adding a landscaped edge to the south side of the field between the roadway and fence line. • Consider future trail connectivity to the Recreation Centre.
Community Park	Stettler Sports Park	<ul style="list-style-type: none"> • Consider adding a landscape buffer along the parking lot edge to the soccer fields. • Consider adding a large shelter for hosting community events and ball tournaments. • Consider adding a perimeter trail and central trail to the west for accessibility. • Consider adding a landscape buffer along the residential edge to the east. • Consider adding lighting.

PARK CLASSIFICATION	PARK SITE	POTENTIAL OPPORTUNITIES
Community Park	Pioneer Park	<ul style="list-style-type: none"> • Establish a shared used pathway along highway 56 to link to the neighbourhoods to the south. • Establish a hierarchy of gathering and seating nodes, formal/accessible walkways, and enhanced park landscape to better define the park and it's features. • Introduce opportunities for public art and/or interpretive signage and displays that support the community culture and heritage. • Refer to Design Guidelines Section 3.4 for recommended Complete Streets, Green Street, Low Impact Development, Safe Journey Routes, Winter Community Design, Site Landscape, Site Furniture and Feature, Green Space/ Trail design application
	Dog Park	<ul style="list-style-type: none"> • Consider arranging a pedestrian railway crossing with CPR to provide pedestrian access from 51 Avenue. • Consider establishing a main walking path throughout the existing dog park. • Consider creating an additional dog park at the southeast of Stettler to better serve the community. The new park should be 2 to 5 acres in size.
	Community Orchard	<ul style="list-style-type: none"> • Consider continuing the shared-use pathway to the east on 50 Avenue. • Install paths for easy access through the orchard. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components.
	Memorial Park	<ul style="list-style-type: none"> • Consider replacing pathways with a formal concrete walkway and develop well-defined, safe, and accessible access points into the park. • Develop enhanced formal garden plantings that integrate the existing veterans memorial. • Introduce opportunities for public art and/or interpretive signing and displays that support the community heritage and culture. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment. • Follow Crime Prevention through Environmental Design principles and modify existing landscape to provide clear sight lines into the site. • Consider adding pedestrian scale lighting to the park to inhibit unwanted use of the site.
	Community Gardens	<ul style="list-style-type: none"> • Consider adding accessible pathways and accessible planters.
	Downtown Park	<ul style="list-style-type: none"> • Consider removing chain links from the bollards as they create tripping hazards for the visually impaired. Review the spacing between bollards to ensure it is 2m or less. • Consider reorienting site furniture to allow for variable site programming. • Reinstall concrete to match future 50 Street segments that correct the existing surface slipping hazards.

PARK CLASSIFICATION	PARK SITE	POTENTIAL OPPORTUNITIES
Neighbourhood Park	Parkdale Park	<ul style="list-style-type: none"> • Consider replacing the existing sidewalk along 44 Avenue with a shared use pathway to create a continuous Active Transportation Route. • Future playground redevelopment should consider essence/theme development, nature/adventure play and incorporate types of play/activity for all ages. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.
	Railway Kinsmen Tot Lot	<ul style="list-style-type: none"> • Future playground redevelopment should consider essence/theme development, nature/adventure play and incorporate types of play/activity for all ages. • Remove chain link fencing and utilize more visually aesthetic edge treatments. • Consider poured in place rubber playground surfacing for playground redevelopment. • Develop well defined, safe and accessible access/entry points into the park. • Develop sidewalks along 47 Avenue and 52 Street. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.
	Meadowlands Park	<ul style="list-style-type: none"> • Future playground redevelopment should consider essence/theme development, nature/adventure play and incorporate types of play/activity for all ages. • Consider poured in place rubber playground surfacing for playground redevelopment. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.
	Grandview Park	<ul style="list-style-type: none"> • Consider poured in place rubber playground surfacing for playground redevelopment. • Remove chain link fencing and utilize more visually aesthetic edge treatments. • Develop well defined, safe and accessible access/entry points into the park. • Develop sidewalks along 41 Avenue and 60 Street. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.
	East End Viking Park	<ul style="list-style-type: none"> • Remove chain link fencing and utilize more visually aesthetic edge treatments. • Consider poured in place rubber playground surfacing for playground redevelopment. • Develop well defined, safe and accessible access/entry points into the park. • Develop future sidewalks along 45 Street. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.

PARK CLASSIFICATION	PARK SITE	POTENTIAL OPPORTUNITIES
Neighbourhood Park	Emerson Park	<ul style="list-style-type: none"> • Consider poured in place rubber playground surfacing for playground redevelopment. • Include perimeter walkway around the playground for site accessibility and reduce obstruction • Promote naturalization and the inclusion of native species, to reduce maintained turf areas, and to enhance site micro-climate. • Consider adding sensory garden to extend play into nature.
	Rosedale Park	<ul style="list-style-type: none"> • Include perimeter walkway for site accessibility and reduce obstruction • Promote naturalization and the inclusion of native species, to reduce maintained turf areas, and to enhance site micro-climate. • Consider adding sensory garden to extend play into nature. • Consider adding concrete curbing to playground surface. • Create a hierarchy of pathways, gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment. • Remove chain link fencing and utilize more visually aesthetic edge treatments.
Natural Park	Cold Lake	<ul style="list-style-type: none"> • Develop nature trail improvements along the perimeter of the lake. • Develop future safe pedestrian mid-block crossings to Downtown at 41 Avenue and to Red Willow Creek Tributary at Highway 12. • Consider future winter use and incorporate cross country ski trails. • Create gathering and seating nodes and integrate additional park furnishings - refer to essence and theme components with respect to future redevelopment.
Linear Park	Emerson Park	<ul style="list-style-type: none"> • No remarks

2024 Budget Summary - November 30, 2024

Revenue	2024 Budget	2024 Actual - Nov 30, 2024	Variance	%	Notes
Administration	\$272,020.00	\$318,562.50	-\$46,542.50	117.11%	Sale of Lot / AT Project En
	Inter Dept Utility Transfer - \$250,000				
Police	\$778,728.00	\$648,117.90	\$130,610.10	83.23%	MSI Operating - \$104,896
	Traffic Fines - Budget - \$60,000 - Actual - \$58,641.97 - 98%				
	Provincial Grant - \$347,616				
	Community Resource Program - Clearview \$40,000 / County - \$40,000				
Fire	\$372,562.00	\$343,490.29	\$29,071.71	92.20%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$122,698.81	-\$8,998.81	107.91%	
	Business Licenses Budget - \$90,000 - Actual \$97,488.41 / Animal License Budget \$21,700 - Actual \$39,896.00				
Roads, Streets, Walks, Lights	\$522,035.00	\$411,387.58	\$110,647.42	78.80%	
Airport	\$10,880.00	\$9,797.60	\$1,082.40	90.05%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,658,991.00	\$3,762,746.89	-\$103,755.89	102.84%	
	Metered sale of water (Budget - \$2,099,132 - Actual \$1,668,037.60 = 79% - end of October - 83%)				
	Metered out of Town (Budget - \$1,182,500 - Actual \$1,263,773.43 = 107% - end of October - 83%)				
	Bulk water - Budget - \$40,000 - Actual - \$25,761.04 - 64%				
Sewer	\$1,103,741.00	\$994,774.25	\$108,966.75	90.13%	
	Sewer Service Charges (Budget - \$951,721 - Actual \$758,131.49 = 80% - end of October - 83%)				
Garbage Collection & Disposal	\$877,238.00	\$876,966.09	\$271.91	99.97%	SWMA haul rebate - \$26,351
	Residential Garbage Revenue (Budget - \$658,560 - Actual \$541,947.95 = 82% - end of October - 83%)				
	Recycling Revenue (Budget - \$184,800 - Actual \$149,178.48 = 81% - end of October - 83%)				
FCSS	\$164,220.00	\$161,575.79	\$2,644.21	98.39%	
Cemetery	\$23,600.00	\$27,293.12	-\$3,693.12	115.65%	
Planning & Development	\$263,851.00	\$142,037.14	\$121,813.86	53.83%	
	Building Permits (Budget - \$30,000 - Actual - \$26,805.58)				
Economic Development - BOT	\$146,570.00	\$171,738.62	-\$25,168.62	117.17%	
Subdivision Land	\$500.00	\$11,301.00	-\$10,801.00	2260.20%	Subdivision Fees
Land, Housing & Rentals	\$292,894.00	\$313,446.89	-\$20,552.89	107.02%	
	AE Kennedy Health Unit - \$212,679				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$4,000.00	\$14,490.25	-\$10,490.25	362.26%	
Recreation Programs	\$27,318.00	\$26,134.42	\$1,183.58	95.67%	Ball / Soccer
Facilities	\$1,300,767.00	\$1,336,224.26	-\$35,457.26	102.73%	County / Pool / SRC
Community Hall	\$64,800.00	\$67,145.59	-\$2,345.59	103.62%	
Senior's Center	\$21,750.00	\$27,171.24	-\$5,421.24	124.93%	\$6000 Casino
Parks	\$292,951.00	\$285,529.26	\$7,421.74	97.47%	
	Lions Campground - Budget - \$130,000 - actual - \$115,028.88 = 88%				
Operating Contingency	\$0.00	\$29,826.87	-\$29,826.87	#DIV/0!	
Taxes / Penalties	\$9,414,905.62	\$9,363,427.06	\$51,478.56	99.45%	
Other Revenue	\$2,707,682.00	\$2,866,393.26	-\$158,711.26	105.86%	
	Franchise Fee - GAS (Budget - \$1,218,960 - Actual \$931,945.10 = 76% - end of September - 75%)				
	Franchise Fee - ELECTRIC (Budget - \$820,322 - Actual \$585,027.61 = 71% - end of September - 75%)				
	Return on Investments (Budget - \$600,000 - Actual - \$610,265.81) = 102%				
Total Revenue	\$22,435,703.62	\$22,332,276.68	\$103,426.94	99.54%	

Expense	2024 Budget	2024 Actual - Nov 30, 2024	Variance	%	Notes
Council & Legislative	\$248,427.00	\$222,826.19	\$25,600.81	89.69%	
Council Honorarium (Budget - \$179,427)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$11,961.65 = 75%)					
Administration	\$1,136,298.00	\$1,235,080.29	-\$98,782.29	108.69%	
Police	\$1,815,154.00	\$1,333,289.74	\$481,864.26	73.45%	
RCMP - Contract Billings \$1,675,155					
Fire	\$1,069,715.00	\$1,061,740.02	\$7,974.98	99.25%	
Disaster Services	\$46,741.00	\$40,055.42	\$6,685.58	85.70%	
Bylaw Enforcement	\$196,855.00	\$226,573.23	-\$29,718.23	115.10%	
Common Services	\$437,615.00	\$408,285.75	\$29,329.25	93.30%	
Roads, Streets, Walks, Lights	\$2,379,638.00	\$2,231,588.80	\$148,049.20	93.78%	
Airport	\$59,847.00	\$40,984.75	\$18,862.25	68.48%	
Water Supply & Distribution	\$3,611,594.00	\$3,729,141.70	-\$117,547.70	103.25%	
Sewer	\$873,757.00	\$777,177.54	\$96,579.46	88.95%	
Garbage Collection & Disposal	\$815,432.00	\$823,485.09	-\$8,053.09	100.99%	
FCSS	\$205,275.00	\$205,274.61	\$0.39	100.00%	
Cemetery	\$67,356.00	\$48,118.82	\$19,237.18	71.44%	
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	100.00%	
Planning & Development	\$619,785.00	\$514,238.02	\$105,546.98	82.97%	
Economic Development	\$619,150.00	\$576,434.43	\$42,715.57	93.10%	
Subdivison Land	\$49,865.00	\$74,299.07	-\$24,434.07	149.00%	
Land, Housing & Rentals	\$47,628.00	\$51,967.44	-\$4,339.44	109.11%	
Recreation - General	\$156,599.00	\$191,380.86	-\$34,781.86	122.21%	
Recreation Programs	\$82,345.00	\$88,907.05	-\$6,562.05	107.97%	
Facilities	\$2,974,853.00	\$2,851,114.19	\$123,738.81	95.84%	
Culture	\$353,387.00	\$351,630.67	\$1,756.33	99.50%	Parkland, Library, Museum
Community Hall	\$137,019.00	\$136,455.96	\$563.04	99.59%	
Senior's Center	\$13,481.00	\$13,916.26	-\$435.26	103.23%	
Parks	\$915,253.00	\$723,439.00	\$191,814.00	79.04%	
Operating Contingency	\$746,091.00	\$757,797.00	-\$11,706.00	101.57%	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	\$2,731,543.62	\$0.00	100.00%	
ASFF (Budget - \$2,188,640.77 - Actual - \$1,641,480.58 - 75%)					
ASFF Separate School (Budget - \$170,934.85 - Actual - \$128,201.14 - 75%)					
County of Stettler Senior Lodges (Budget - \$371,968 - Actual - \$185,984.00 - 50%)					
Total Expense	\$22,435,703.62	\$21,471,745.52	\$963,958.10	95.70%	
Surplus / Deficit	\$0.00	\$860,531.16			

town of Stettler
2024 Capital Budget Summary
31-Dec-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 December 31, 2024	Utility (Water) Avail for Capital 2024 Interim Operating Budget (Rates) \$353,667	Utility (other) Avail for Capital 2024 Interim Operating Budget (Rates) \$999,165	Available for Capital 2024 Interim Operating Budget (taxes) \$787,226	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	2-23-99-92-00-762	Fire Engine Replace Reserve	\$100,000		\$100,000.00		\$100,000.00										\$100,000.00	
Reg Fire	2-23-99-92-00-762	Storage for Training Facility	\$85,000		\$85,000.00				\$85,000.00		\$0.00					\$0.00	County \$85,000.00	
Fire	2-23-02-00-02-561	Fire Station Renovation Drawings	\$15,000		\$7,936.00			\$3,968.00								\$3,968.00	\$7,936.00	
	2-23-02-00-02-561	Communications Equipment-Mic's for Radio 16			\$11,782.40			\$11,782.40	\$0.00								\$11,782.40	
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000		\$11,814.64			\$11,814.64									\$11,814.64	
Op-tran	2-32-21-00-03-536	Pavement patching	\$110,000		\$66,558.21		\$66,558.21										\$66,558.21	
	2-41-01-00-06-252	WTP Boiler Replacement	\$95,000		\$102,904.88				\$0.00	\$102,904.88	STP small Equip Reserve						\$102,904.88	
Water	2-41-01-00-09-252	Belt Clips-Meter Reading	\$25,000		\$22,808.00	\$22,808.00											\$22,808.00	
Storm	2-42-16-00-01-252	Culvert-Hwy 56 at Rail tracks	\$20,000		\$7,780.88		\$7,780.88										\$7,780.88	
Op	2-31-00-00-01-252	Asset Mgmt Program	\$60,000		\$37,524.99	\$37,524.99											\$37,524.99	
Op	2-32-21-00-07-252	Concrete Crushing	\$150,000		\$149,960.00			\$149,960.00									\$149,960.00	
Bldg	2-31-01-00-01-252	Salt Shed Door	\$30,000		\$28,282.14			\$28,282.14									\$28,282.14	
	2-31-01-00-01-561	Grader Drawbar	\$45,000		\$42,338.24			\$42,338.24									\$42,338.24	
Sanitary	2-42-00-00-06-252	Lift Station A Pump Replacement- (\$450,000 total Project)	\$20,000		\$10,251.26			\$10,251.26		\$0.00							\$10,251.26	
Planning	2-61-02-00-08-239	Housing Assessment-Strategy	\$50,000		\$49,106.29				\$49,106.29								\$49,106.29	
ADM	2-61-05-00-00-252	Computer replacement program (SRC)	\$14,000		\$14,016.91		\$14,016.91										\$14,016.91	
Admin	2-61-05-00-03-239	Back up Tapes	\$10,000		\$8,059.35				\$8,059.35	Computer Reserve							\$8,059.35	
Arena	2-73-11-02-09-239	Domestic Hot Water Holding Tank	\$33,000						\$0.00	County							\$0.00	
Arena	2-73-11-02-10-239	Ice Resurfacing Holding Tank	\$35,000						\$0.00	County							\$0.00	
Pool	2-73-13-03-06-252	Sand Filters-Back Mechanical room	\$35,000		\$28,350.00				\$28,350.00	County							\$28,350.00	
Pool	2-73-13-03-07-252	Canon Replacement - (Stage 1)	\$40,000		\$37,801.97				\$37,801.97	County							\$37,801.97	
General	2-73-11-02-11-239	Building Maintenance-Control Software Update	\$6,500		\$6,816.00				\$6,816.00	Computer Reserve							\$6,816.00	
Parks	2-77-92-00-01-252	Spray Park Upgrades (Planning Phase)	\$50,000		\$50,000.00			\$50,000.00									\$50,000.00	
Arena	2-73-11-02-12-239	Overheard Doors	\$30,000		\$29,628.88				\$29,628.88	County							\$29,628.88	
Parks	2-77-02-00-05-252	Open Spaces Master Planning RFP	\$30,000		\$28,363.30			\$28,363.30									\$28,363.30	
Op-culture	2-74-99-91-00-764	Culture reserve account	\$15,000		\$15,000.00		\$15,000.00										\$15,000.00	
2024 Capital Budget - Operational Projects (non TCA)			\$0.00		\$1,158,500.00		\$952,084.34	\$60,332.99	\$203,356.00	\$134,210.48	\$287,549.50	\$262,667.37	\$0.00	\$0.00	\$0.00	\$3,968.00	\$952,084.34	
2024 Capital Budget - Capital Projects (TCA)																		
Fire	6-23-00-00-51-650	Reg Manager Fire Truck	\$130,000		\$115,285.24		\$57,642.62									\$57,642.62	County \$115,285.24	
Fire	6-23-00-00-52-650	2025 Fire Engine (1.2 Million US \$)	\$1,700,000													\$0.00	Debenture \$0.00	
Bldg	6-31-01-20-05-620	Cold Storage Shed	\$400,000		\$136,749.05			\$136,749.05									\$136,749.05	
Roads	6-32-09-00-10-610	Pathway Connection of Homesteader Park	\$20,000					\$0.00									\$0.00	
Roads	6-32-09-00-11-610	Pathway Program-Spruce Drive Sidewalk	\$0										\$0.00				\$0.00	
Roads	6-32-21-10-04-610	Health Unit Parking Lot	\$145,000		\$98,776.21							\$98,776.21	\$0.00				\$98,776.21	
Roads	6-32-21-00-16-610	Spruce Drive-Hwy 56 to 61 Street	\$853,000		\$628,247.62								\$628,247.62				\$628,247.62	
Water	6-41-11-10-07-610	Watermain on 47 Ave- 46 to 48 Street	\$350,000		\$327,546.71							\$327,546.71					\$327,546.71	
Equip	6-31-11-00-32-630	Skid Steer	\$35,000		\$98,189.02			\$27,633.86							\$70,555.16	Trade in	\$98,189.02	
Equip	6-31-11-30-51-650	Tandem	\$255,000					\$0.00									\$0.00	
Vehicle	6-31-11-00-50-650	Two 3/4 Ton Trucks	\$145,000		\$139,371.23	\$139,371.23											\$139,371.23	
	6-32-21-10-16-610	Okoppe Walkway	\$72,000		\$20,190.94			\$20,190.94									\$20,190.94	
Parks	6-77-05-10-02-610	Sports Park-Parking Curbs	\$15,000		\$12,400.00			\$12,400.00									\$12,400.00	
2024 Capital Budget - Capital Projects (TCA)			\$0.00		\$4,120,000.00		\$1,576,756.02	\$139,371.23	\$57,642.62	\$60,224.80	\$136,749.05	\$0.00	\$0.00	\$426,322.92	\$628,247.62	\$0.00	\$128,197.78	\$1,576,756.02
2024 Total Capital Budget			\$0.00		\$5,278,500.00		\$2,528,840.36	\$199,704.22	\$260,998.62	\$194,435.28	\$424,298.55	\$262,667.37	\$0.00	\$426,322.92	\$628,247.62	\$0.00	\$132,165.78	\$2,528,840.36
Council Motion -			\$5,194,935.00	#DIV/0!				\$882,919.00	\$655,138.12				\$871,755.08	\$68,664.38	\$357,120.00		\$2,528,840.36	
2024 Capital Additions-WTP Boiler			\$95,000.00						\$227,780.88								\$2,749,660	
Total 2024 Capital Budget			\$5,289,935.00															
Difference (Actual vs Council Budget)			-\$11,435															

		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 December 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		\$103,530.00				\$103,530.00								\$103,530.00
Op-Wat	2-41-01-00-13-252	Make Up air unit - Carry Forward - \$28,536.34 - Melissa - Jan 10, 2024	\$28,536.00		\$32,360.00	\$32,360.00											\$32,360.00
MSP	2-32-21-00-05-536	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		\$527.58				\$527.58								\$527.58
Wat	2-41-16-00-00-554	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		\$527.58		\$527.58		\$0.00								\$527.58
Op-Sew	2-42-00-00-02-583	Receiving water body quality assessment - Carry Forward - \$50,000 - Melissa - Jan 9, 2024	\$50,000.00		\$40,205.44		\$40,205.44										\$40,205.44
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		\$19,292.83											\$200,000 Grant (County)	\$19,292.83
	2-74-14-00-03-252	Hot water tank replacement Carry Forward \$10,000 - PLS - Jan 10, 2024	\$9,800.00		\$8,497.86				\$8,497.86	Culture							\$8,497.86
	2-73-13-03-05-252	Pool - Blind replacement (electrical) and whirlpool manual Carry Forward - \$15,000 - Brad - Jan 10, 2024	\$7,000.00		\$6,435.00				\$6,435.00	Community Partnership							\$6,435.00
	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				\$8,560.00	Chain Link Fence							\$8,560.00
	2-77-02-00-03-519	Top dressing spreader - Carry Forward - \$10,800.00 - PLS - Jan 10, 2024	\$10,800.00				\$0.00										\$0.00
	2-77-03-00-01-519	Campground - Furnace & hot water tank - Carry Forward - \$11,500 - PLS - Jan 10, 2024	\$9,600.00		\$7,701.56		\$7,701.56										\$7,701.56
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		\$51,245.87				\$51,245.87								\$51,245.87
																	\$0.00
																	\$0.00
2023 Carry Forward - Operational Projects (non TCA)		\$0.00	\$447,371.00		\$278,883.72	\$32,360.00	\$48,434.58	\$0.00	\$155,303.45	\$23,492.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,292.83	\$278,883.72
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		\$18,424.81			\$18,424.81									\$18,424.81
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	\$125,435.00		\$131,237.89			\$131,237.89									\$131,237.89
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							\$0.00 Land Development							\$0.00

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	\$1,816,048.99	\$101,942.73													STIP Grant \$1,482,000/County = \$247,000	\$1,816,048.99	
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	\$74,772.56									\$74,772.56						\$74,772.56	
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	\$281,269.49									\$281,269.49						\$281,269.49	
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		\$0.00														\$0.00	
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 - Meliisa - Dec 22, 2022 - 2024 Carry Forward - \$7,500 for final engineering - Melissa, Jan 9, 2024	\$7,500.00		\$0.00														\$0.00	
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	\$7,420.42	\$7,420.42														\$7,420.42	
Cemeter	6-56-00-60-01-660	New - columbarium - Carry forward \$21,000 - Allan - Jan 10, 2024	\$21,000.00	\$23,444.40	\$23,444.40														\$23,444.40	
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	\$89,916.00	\$89,916.00														\$89,916.00	
																			\$0.00	
																			\$0.00	
2023 Carry Forward - Capital Projects (TCA)			\$0.00	\$3,328,678.00	\$2,442,534.56	\$0.00	\$0.00	\$282,470.25	\$89,916.00	\$0.00			\$0.00	\$0.00	\$356,042.05	\$0.00	\$0.00	\$1,714,106.26	\$0.00	\$2,442,534.56
2023 Total Carry Forwards			\$0.00	\$3,776,049.00	\$5,250,258.64	\$32,360.00	\$48,434.58	\$282,470.25	\$245,219.45	\$23,492.86			\$0.00	\$0.00	\$356,042.05	\$0.00	\$0.00	\$1,733,399.09	\$0.00	\$2,721,418.28
2024 Total Capital Budget (including Carry Forwards)			\$0.00	\$9,054,549.00	#DIV/0!	\$232,064.22	\$309,433.20	\$476,905.53	\$669,518.00	\$286,160.23			\$0.00	\$0.00	\$782,364.97	\$628,247.62	\$0.00	\$1,865,564.87		2,721,418.28
2024 Total Capital Budget Difference From Budget to Actual				-\$9,054,549.00				\$1,018,402.95		\$955,678.23				Total Grants Available	\$1,359,751.00	\$925,822.73	\$0.00			
								Total Reserves		\$1,974,081.18				Balance - December 31, 2024	\$577,386.03	\$297,575.11	\$0.00			

Town of Stettler

2024 Reserves

24-Dec-24

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	\$26,900.00	-\$14,875.35	\$75,891.40
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		-\$8,560.00	\$1,086.00
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	\$185,000.00		\$450,348.99
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	\$266,900.00	-\$102,215.85	\$1,109,943.23
4-16-00-02-41-760	WTP (membranes replacement)	\$205,545.21	\$255,545.21	\$150,000.00	\$50,000.00		\$200,000.00
4-16-00-03-41-760	Water Dispensing System	\$3,220.28	\$3,220.28	\$3,220.28			\$3,220.28
4-16-00-01-42-760	Sewer capital	\$13,900.00	\$13,900.00	\$13,900.00			\$13,900.00
4-16-00-05-77-760	Park	\$0.00	\$0.00	\$0.00	\$50,000.00		\$50,000.00
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	\$578,800.00	-\$125,651.20	\$2,201,200.94

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	\$6,133.94	-\$435.29	\$84,328.32
4-15-00-00-23-700	Rescue Unit	\$213,628.68	\$233,338.21	\$287,565.47	\$14,895.89		\$302,461.36
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	\$8,687.72		\$89,531.80
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		-\$45,628.31	\$1,980.93
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	\$2,200.00		\$46,200.00
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	-\$8,497.86	\$51,966.01
4-15-00-00-97-700	General	\$2,441,808.40	\$3,055,727.06	\$4,296,021.37		-\$669,518.00	\$3,626,503.37
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	\$31,539.00		\$129,438.84
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	85 \$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			\$1,071,554.77
4-15-00-01-73-700	Playground Program	\$3,000.00	\$3,000.00	\$3,000.00			\$3,000.00
4-15-00-01-77-700	Tree maintenance	\$5,950.00	\$5,950.00	\$5,950.00			\$5,950.00
4-15-00-01-69-700	Health Unit	\$12,500.00	\$12,500.00	\$12,500.00			\$12,500.00
4-15-00-01-74-700	Seniors HUB	\$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	-\$102,904.88	\$143,470.00
Total Operating Reserves		\$6,256,465.85	\$6,973,063.34	\$8,195,747.79	\$223,456.55	-\$830,462.32	\$7,588,742.02
4-15-00-00-98-700	Utilities - Other	\$570,198.91	\$513,382.59	\$707,375.53	\$363,887.84	-\$309,433.20	\$761,830.17
4-15-00-00-96-700	Utilities - Water	\$380,696.29	\$391,529.49	\$306,270.29	\$222,620.48	-\$232,064.22	\$296,826.55
4-15-00-00-95-700	Contingency Reserve - Interim Budget - Available for Capital	\$355,417.67	\$527,611.76	\$176,616.32	\$635,721.19	-\$502,016.72	\$310,320.79
Total Interim Budget - Available for Capital (rates /tax)		\$1,306,312.87	\$1,432,523.84	\$1,190,262.14	\$1,222,229.51	-\$1,043,514.14	\$1,368,977.51
Total Operating Reserves		\$7,562,778.72	\$8,405,587.18	\$9,386,009.93	\$1,445,686.06	-\$1,873,976.46	\$8,957,719.53
Total Capital & Operating Reserves		\$9,754,523.61	\$11,097,811.73	\$11,134,062.07	\$2,024,486.06	-\$1,999,627.66	\$11,158,920.47
							\$11,158,920.47

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

Net Balance at End of Previous Month	\$	12,723,666.71
ADD: General Receipts (summarized below)		2,156,285.80
Interest Earned (Prime 7.50% less 1.60% = 5.90%)		43,779.47
Investments Matured		-
SUBTOTAL		14,923,731.98
LESS: General Disbursements		2,024,941.23
Payroll		311,073.82
Investments		-
Debenture Payments		101,022.73
Returned Cheques		1,860.28
Bank Charges		73,269.32
SUBTOTAL		2,512,167.38
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	12,411,564.60

Balance at End of Month - Bank		12,822,737.39
ADD: Outstanding Deposits		77,033.20
LESS: Outstanding Cheques		488,205.99
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	12,411,564.60

<u>INVESTMENTS:</u>		
US Bank Account		502,556.02
US Bank Interest		106.42
SUBTOTAL		502,662.44

TOTAL CASH ON HAND AND ON DEPOSIT **\$ 12,914,227.04**

THIS STATEMENT SUBMITTED TO COUNCIL THIS 2th DAY OF Nov, 2024

MAYOR ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3	Apex	Franchise Fee	197,408
4	Atco Electric	Franchise Fee	102,554
5	Board OF Trade	Salary Rev	18,771
6	board Of Trade	Heartland Dollar	31,640
7	Gov't Alberta	PSES	345,560
8	Gov't Alberta	GST	48,961
9	HWY 12/21	Water	33,244
10	Library	Salary Rev	28,918
11	Rec	Minor Hockey	27,550
12	SMRWSC	Water	60,924
13	Transportation	2024 Highway 12/56	584,690
14	Tax	AR	319,751
15	Utility	AR	264,195
16	Other		92,120
17		Total	2,156,286

2025 Budget Summary - January 31, 2025

Revenue	2025 Budget	2025 Actual - Jan 31, 2025	Variance	%	Notes
Administration	\$274,020.00	\$747.34	\$273,272.66	0.27%	
Inter Dept Utility Transfer - \$250,000)					
Police	\$598,512.00	\$3,481.74	\$595,030.26	0.58%	MSI Operating - \$104,896
Traffic Fines - Budget - \$60,000 - Actual - \$1,085.74 - 1%					
Provincial Grant - \$347,616					
Community Resource Program - Clearview \$40,000 / County - \$40,000					
Fire	\$226,309.00	\$14,769.15	\$211,539.85	6.53%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$115,360.00	-\$1,660.00	101.46%	
Business Licenses Budget - \$90,000 - Actual \$97,500 /Animal License Budget \$21,700 - Actual \$17,560					
Roads, Streets, Walks, Lights	\$58,813.00	\$0.00	\$58,813.00	0.00%	
Airport	\$9,800.00	\$0.00	\$9,800.00	0.00%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,617,245.00	-\$5,894.84	\$3,623,139.84	-0.16%	
Metered sale of water (Budget - \$2,277,495 - Actual \$-7,241.44 = 0% - end of December - 0%)					
Metered out of Town (Budget - \$1,223,350 - Actual \$0.00 = 0% - end of January - 0%)					
Bulk water - Budget - \$25,000 - Actual - \$313.90 - 1%					
Sewer	\$1,050,401.00	-\$15.50	\$1,050,416.50	0.00%	
Sewer Service Charges (Budget - \$1,026,401 - Actual \$-15.50 = 0% - end of December - 0%)					
Garbage Collection & Disposal	\$984,577.00	-\$11.48	\$984,588.48	0.00%	SWMA haul rebate - \$26,351
Residential Garbage Revenue (Budget - \$712,320 - Actual \$-21.00 = 0% - end of December - 0%)					
Recycling Revenue (Budget - \$237,600 - Actual \$9.52 = 0% - end of December - 0%)					
FCSS	\$164,220.00	\$41,054.93	\$123,165.07	25.00%	
Cemetery	\$23,600.00	\$2,725.00	\$20,875.00	11.55%	
Planning & Development	\$44,500.00	\$1,268.83	\$43,231.17	2.85%	
Building Permits (Budget - \$30,000 - Actual - \$458.00)					
Economic Development - BOT	\$163,670.00	\$23,852.48	\$139,817.52	14.57%	
Subdivision Land	\$500.00	\$0.00	\$500.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$297,617.00	\$20,799.96	\$276,817.04	6.99%	
AE Kennedy Health Unit - \$216,362					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$2,500.00	\$30.00	\$2,470.00	1.20%	
Recreation Programs	\$27,300.00	\$1,706.86	\$25,593.14	6.25%	Ball / Soccer
Facilities	\$1,168,625.00	\$67,447.43	\$1,101,177.57	5.77%	County / Pool / SRC
Community Hall	\$44,000.00	\$3,226.19	\$40,773.81	7.33%	
Senior's Center	\$16,500.00	\$3,870.72	\$12,629.28	23.46%	\$6000 Casino
Parks	\$120,800.00	\$0.00	\$120,800.00	0.00%	
Lions Campground - Budget - \$120,000 - actual - \$0.00 = 0%					
Operating Contingency	\$0.00	\$0.00	\$0.00	#DIV/0!	
Taxes / Penalties	\$9,887,537.13	\$0.00	\$9,887,537.13	0.00%	
Other Revenue	\$2,784,589.00	\$170,645.63	\$2,613,943.37	6.13%	
Franchise Fee - GAS (Budget - \$1,281,544 - Actual \$23,903.76 = 2% - end of December - 0%)					
Franchise Fee - ELECTRIC (Budget - \$826,645 - Actual \$67,413.03 = 8% - end of December - 0%)					
Return on Investments (Budget - \$600,000 - Actual - \$40,670.12) = 7%					
Total Revenue	\$21,679,335.13	\$465,064.44	\$21,214,270.69	2.15%	

Expense	2025 Budget	2025 Actual - January 31, 2025	Variance	%	Notes
Council & Legislative	\$255,080.00	\$14,148.02	\$240,931.98	5.55%	
Council Honorarium (Budget - \$186,080)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$139.00 = 0%)					
Administration	\$1,373,899.00	\$3,294.16	\$1,370,604.84	0.24%	
Police	\$1,871,491.00	-\$358,317.30	\$2,229,808.30	-19.15%	
RCMP - Contract Billings \$1,724,841					
Fire	\$1,085,873.00	-\$105,746.34	\$1,191,619.34	-9.74%	
Disaster Services	\$46,741.00	\$0.00	\$46,741.00	0.00%	
Bylaw Enforcement	\$201,958.00	\$14,349.74	\$187,608.26	7.11%	
Common Services	\$268,889.00	\$13,777.80	\$255,111.20	5.12%	
Roads, Streets, Walks, Lights	\$2,147,419.00	\$52,329.77	\$2,095,089.23	2.44%	
Airport	\$58,228.00	\$65.69	\$58,162.31	0.11%	
Water Supply & Distribution	\$3,460,077.00	\$52,595.81	\$3,407,481.19	1.52%	
Sewer	\$768,717.00	-\$3,556.16	\$772,273.16	-0.46%	
Garbage Collection & Disposal	\$848,312.00	\$1,497.66	\$846,814.34	0.18%	
FCSS	\$205,275.00	\$0.00	\$205,275.00	0.00%	
Cemetery	\$68,720.00	\$2,020.96	\$66,699.04	2.94%	
Comm Services -Handi Bus	\$25,000.00	\$0.00	\$25,000.00	0.00%	
Planning & Development	\$395,830.00	-\$29,563.81	\$425,393.81	-7.47%	
Economic Development	\$600,661.00	\$23,470.75	\$577,190.25	3.91%	
Subdivison Land	\$53,690.00	\$1,716.24	\$51,973.76	3.20%	
Land, Housing & Rentals	\$49,870.00	\$809.35	\$49,060.65	1.62%	
Recreation - General	\$133,750.00	\$1,192.58	\$132,557.42	0.89%	
Recreation Programs	\$65,500.00	\$1,569.01	\$63,930.99	2.40%	
Facilities	\$2,882,898.00	\$48,220.88	\$2,834,677.12	1.67%	
Culture	\$348,987.00	\$78,915.88	\$270,071.12	22.61%	Parkland, Library, Museum
Community Hall	\$110,460.00	\$6,410.44	\$104,049.56	5.80%	
Senior's Center	\$7,690.00	\$2,674.98	\$5,015.02	34.79%	
Parks	\$730,724.00	\$7,770.37	\$722,953.63	1.06%	
Operating Contingency	-\$191,000.00	\$0.00	-\$191,000.00	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 - \$1,009,449 (Water \$157,168+ Utility \$393,949 (sewer, waste, recycling) + Total Available for Capital - \$458,332)					
Requisitions	\$2,795,147.13	\$0.00	\$2,795,147.13	0.00%	
ASFF (Budget - \$2,232,414 - Actual - \$0.00 - 0%)					
ASFF Separate School (Budget - \$174,353 - Actual - \$0.00 - 0%)					
County of Stettler Senior Lodges (Budget - \$388,381 - Actual - \$0.00 - 0%)					
Total Expense	\$20,669,886.13	-\$170,353.52	\$20,840,239.65	-0.82%	
Surplus / Deficit	\$1,009,449.00	\$635,417.96			

TOWN OF STETTLER
CU BANK RECONCILIATION for Vision Credit Union
AS OF Jan 31 , 2025

Net Balance at End of Previous Month	\$	12,411,564.60
ADD: General Receipts (summarized below)		1,488,111.49
Interest Earned (Prime 7.20% less 1.60% = 5.20%)		40,670.12
Investments Matured		-
SUBTOTAL		13,940,346.21
LESS: General Disbursements		1,141,767.76
Payroll		299,660.00
Investments		-
Debenture Payments		-
Returned Cheques		3,408.39
Bank Charges		684.28
SUBTOTAL		1,445,520.43
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	12,494,825.78
Balance at End of Month - Bank		12,524,974.12
ADD: Outstanding Deposits		77,297.62
LESS: Outstanding Cheques		107,445.96
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	12,494,825.78
<u>INVESTMENTS:</u>		
US Bank Account		502,662.44
US Bank Interest		106.73
SUBTOTAL		502,769.17
TOTAL CASH ON HAND AND ON DEPOSIT	\$	12,997,594.95

THIS STATEMENT SUBMITTED TO COUNCIL THIS 2th DAY OFFeb, 2025

MAYOR

ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3	Aberta Health	Kennedy Unit	17,800
4	Apex	Franchise Fee	120,209
5	Atco Electric	Franchise Fee	70,784
6	BOT	SREV	10,176
7	Clearview	Resource officer	40,000
8	County of Stettler	Intermunicipal Dev Plan	19,501
9	FCSS	Q125	41,055
10	Gov't Alberta	GST	127,676
11	Rec	Community Hall rental	13,635
12	Rec	Minor Hockey Rental	19,996
13	Rec	Ice Rental	66,265
14	Rec	Imperial Rental	9,107
15	Stettler Imperial	Window	8,852
16	Stettler Library	SREV	28,428
17	SWMA	Waste Mang	7,117
18	SMRWSC	Water	60,066
19	Tax	AR	441,951
20	Utility	AR	275,650
21	Other		109,844
22		Total	1,488,111

TO: Town of Stettler Council

DATE: 2025 02 18

FROM: Leann Graham
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – JANUARY 2025

CAO – LEANN GRAHAM

1. Meetings Attended:
 - o Town Council
 - o Committee of the Whole
 - o Staff and Department Head
 - o Daily Office Meetings
 - o Weekly Meetings with Mayor Nolls
 - o Weekly Fire Staff Meetings
 - o General Administrative Staff Meetings
 - o Personnel Matters
 - o Physician Luncheon
 - o HPA&R subcommittee
 - o Strategic Planning Preparation
 - o AHS Central Zone Senior Operating Officer
 - o IT Restructure/Review
 - o Boys & Girls Club Audit Interview
 - o Strategic Planning Session
 - o Legal Matter – Personnel
 - o Stettler Regional Board of Trade
 - o Economic Development Committee
 - o Stettler Mall Tour
 - o Capital Budget Preparation
 - o Station 1 Drawings Architect Review
 - o SRFD Regional Manager Performance Evaluation
 - o Health Minister Community Conversation

ASSISTANT CAO – KIM HYMERS

1. Meetings attended included:
 - o Council
 - o Staff
 - o Department Head
 - o Committee of the Whole
 - o Trinus – Year End Payroll Update
 - o Trinus & Central Square – Year End Payroll Update
 - o Clean Energy Improvement Program check in
 - o Board of Trade – Year End processes
 - o Strategic Planning Session
 - o Capital Budget Meeting – Department Heads
 - o Intentional Shift Webinar
 - o Wholesale natural gas market update
 - o Trinus – Parks Server access

- Healthcare Engagement
 - Capital Budget Meeting - Fire
 - Diamond Webinar
2. Projects worked on included:
- Policy Review – read and review policies
 - Bylaw Review – read and review bylaws
 - Review Procedural Bylaw
 - Financial Reports
 - Month End Financial Reporting
 - Capital account Reconciliations
 - 2024 Capital Budget - Finalization of expenses
 - 2025 Capital Budget- initial input and review
 - 10-year capital plan – update all departments into master
 - Update Utility Rates
 - SRO Review and Billing
 - Bank Reconciliation Review
 - Rollover Financial system modules
 - Detailed review of Financial Statement
 - Employee Review - Report
 - Police Financials
 - Journal Entries Review
 - Review of all account reconciliations
 - F9 Reports Update
 - Continued training with Manager of Accounting & Financial Services
 - Financial Statements
 - Grant Project Profiles
 - Seniors Reserve Account Analysis
 - Payroll Accrual
 - Trinus Contract
 - RCMP Financial Update
 - Tangible Capital Assets – year end
 - Capital Financial Reports
 - Year-end Accruals
 - Great Plains – Roll various modules over for year end
 - Object Reports

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

- Vacation Jan. 20-31st
- Water Reservoir – generator installed; project ongoing
- Power pole relocation with ATCO – new lane construction
- Strategic Planning Session
- Circular Materials Webinar
- Capital Budget finalization – meetings with CAO, Asst CAO, Director of Parks & Leisure Services – funding discussions and priority alignment
- Asset Management database continuing – Streetlight information added, field confirmation checks completed by Asset Management Coordinator to confirm LED lamp conversions.
- Cold Storage Replacement construction⁹² continues

TRANSPORTATION – SARAH MCCRINDLE

- Monthly shop inspection
- Monthly crosswalk and traffic light inspection
- Swept outdoor rinks when needed
- Sidewalk snow removal and sanding as needed
- Snow removal in town owned parking lots as needed
- Sanding in town owned parking lots as needed
- Sander out sanding streets as needed
- Update the emergency response plans for the public works buildings and display them in the buildings
- Built a shelf in the mechanics office for the equipment manuals
- Garbage can repair when needed
- Sign repair at the health unit
- Dig and fill full burials when needed
- Cemetery snow removal when needed
- Took down the pole mounted Christmas decorations
- Undecorated the main street Christmas tree and cut it down
- Took down the decorations that we put up at the museum
- Shop clean up
- Took the new Christmas tree holder to get some more work down on it to make it better for the next main street tree
- Cut the wire off the lights for the main street Christmas tree, checked them over, and put them away
- Cleaned equipment when there was a little down time
- Cleaned snow away from some of the drains for water to run on the warmer days
- Snow removal in the uptown area Jan 14
- Snow removal in the school area Jan 15
- Thaw out some of the bulbing on main street due to drainage problems
- Hauled the snow piles out of the town owned parking lots
- Graders out doing priority snow removal as needed
- Full round of snow removal starting with the uptown area again beginning on Jan 18 and ending on Jan 22
- Snow removal in the uptown area, school area, boston pizza area, and the uptown lanes on Jan 23 due to heavy winds and more snow
- Using the snowblower for the skid steer, got rid of the windrows of snow along the pathways
- Snow removal in all the gravel back alleys
- Dig and fill cremations as needed
- Graders out pushing back snow drifts after heavy winds again
- Replaced the old style of solar crosswalk lights at 70st and 44ave with the new rapid flashing lights style after the old style decided to quit working
- Took the International tandem to Glover International in Drumheller for warranty work to get done
- Filled the potholes in the dig sites along 47ave by the firehall
- Sand the water treatment plant road when needed

- Removed the huge windrows of snow along the north side of our road by crop management
- Working with the water department, insulating the sign shed
- Cleaned the snow from the parking lot at the homesteaders park
- Everyone did their audiometric testing
- All transportation staff did their yearly review of the hazard assessments in our safety manual
- Hauled the snow from the arena parking lot to the compost area at the transfer station and mixed it in with the compost to help with moisture in the spring.
- Installed a date plate on a columbarium wreath

DIRECTOR OF PARKS & LEISURE SERVICES – BRAD ROBBINS

- Department Work Plan Development
- Parks and Open Spaces Master Plan Finalization
- Parks and Open Spaces Committee Meeting
- Department Head Meetings
- Parks and Public Works Joint Meeting
- Town of Stettler Strategic Planning Meeting
- Ongoing P & L Leadership Meetings
- Personnel Matter
- Department Safety Meeting Planning – Evacuation Drill
- Family Day Planning Meetings
- Heartland Beautification Meeting
- Completion of SRC Staff Meeting Room
- Men’s Provincial Curling Championship Facility Prep Meetings
- 2025 Capital Budget Planning and Final Preparation
- Policy Development – Campground and Memorial Tree's
- Vacation January 20-30

PLANNING & DEVELOPMENT SERVICES – ANGELA STORMOEN

1. Building Permit Activity to Date

	2025 Permits to January 31, 2025	2024 Permits to January 31, 2024
Institutional	\$0.00	\$0.00
Industrial	\$0.00	\$0.00
Commercial	\$0.00	\$7,000.00
Residential	\$454,494.00	\$0.00
Total	\$454,494.00	\$7,000.00

2. Projects:

- Land Sale(s)
- Economic Development Committee Initiative
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries
- Intermunicipal Development Plan
- Rezoning Applications

- Leasehold Agreements
- Okoppe Way
- Budget
- Subdivision

3. Meetings:

- Intermunicipal Development Plan
- Council Meeting
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- Health Unit
- Municipal Planning Commission
- Economic Development
- Okoppe Way
- Strategic Planning

WATER – GRANT MCQUAY

- 1) Rounds, readings and locates
- 2) Dig site maintenance
- 3) Weekly cleaning of WTS sanitary tank's
- 4) CL17 analyzer bottles changed out.
- 5) Flushed grease mat at A lift station
- 6) Curbstop repair's
- 7) Turning off CC's for plumbing repairs/non payment
- 8) Weekly water distribution sampling for bacti and chlorine residuals.
- 9) Weekly testing for lift station emergency system.
- 10) Sewer backups and responding to customers
- 11) Sewer service repairs
- 12) Water Service leak repairs
- 13) Weekly Wastewater sampling.
- 14) Weekly Wastewater treatment.
- 15) Water Meter changes.
- 16) Aeration system monitored quality of treatment
- 17) Council Meeting/Safety meeting
- 18) Worked on Shop projects
- 19) cleaning of screen in MH#2 at Lagoons
- 20) Hauled snow with roads
- 21) Plowed snow from alleys and Water/wastewater facilities
- 22) Outdoor Rinks
- 23) Frozen hydrant repair
- 24) Insulated Sign shed with Roads
- 25) Shoveled snow off sidewalks as needed
- 26) New Employee orientation and courses
- 27) Cleaned Floats and repaired panel at East End Lift

- 28) Worked on WTS Inlet CL17 issue
- 29) Installed a new gate going to Comm Tower

PARKS & LEISURE FOREMAN – DESIRAE PERRY

Meeting Attended

- o Parks and Leisure Leadership x 2
- o Strategic Planning
- o Parks and Public Works
- o Sports Field Webinar with Corinne, Dustin and Ashley
- o Staff Meeting
- o SRC wide fire drill and evacuation drill
- o Brief meetings with Brad

Projects

- o Daily upkeep of SRC
- o Upkeep of the boarded rink and skating oval the best we could with the fluctuating weather
- o Weekly ice maintenance
- o Weekly outdoor garbage run
- o Building and ice preparation for curling event
- o SRC hosted a private hockey tournament, u11 and u11/u13 female hockey tournaments as well as Figure Skating Fun Skate
- o Snow Removal of SRC parking lot, Board of Trade and bridges as needed
- o Put out job posting for Summer Casuals

TOWN OF STETTLER FIRE CHIEF – MARK DENNIS

- Jan 6 Gas Detection
- Jan 13 Medical First Response, Electric Vehicle fire response, Apparatus equipment
- Jan 20 SOG A-20 Traffic control management
- Jan 27 SOG A-20 Practical exercise, SCBA low profile, New recruit PPE assignment

Fire Department Operations

- Capital Budget
- Safety Codes course
- Apparatus maintenance Engine 12 Extend-A-Gun, Tower 10 equipment changes, Rescue 14 compartment lights
- Coordinate Communication Tower Scheduled PM and Structural Analysis (Sky Tech Construction)
- FD - Recruitment information session
- FD - New applicant fitness evaluation
- Fire Station Emergency vehicle Traffic Control Warning Lights
- Zoom meeting with Architect regarding Fire Station Town of Stettler requirements

- Ongoing replacement Fire Engine specification and design document preparation for Tender submission
- Ongoing fire safety inspections and pre planning, fire safety public education, incident investigations, fire cause determination submission.

WATER TREATMENT PLANT SUPERVISOR - CHRIS SAUNDERS

1. A ductless fume hood was ordered for the lab as this was a missing lab safety item. Should be here in February.
2. New P.O #'s were set up with our chemical suppliers for all 2025 chemical purchases.
3. A new UPS was purchased and installed for our system control computer.
4. A new peristaltic pump was installed for better control of permanganate feed. It replaced an air driven pump which negated the need for a couple of high maintenance cost electrical components.
5. The chlorine room vent fan motor burned out and was replaced.
6. Routine monthly maintenance carried out.

DIRECTOR OF INFORMATION SERVICES – GRAHAM SCOTT

Meetings:

- January 9th – Joint Health & Safety meeting
- January 10th – CAO meeting
- January 13th – Strategic Planning meeting
- January 16th – Asset Management meeting
- January 21st – Council meeting for office printer capital item
- January 22nd – Economic Development meeting
- January 24th – SREMA Incident Action Plan review
- January 30th – Census training webinar
- Staff & Department Head meetings
- Daily office meetings

Projects of note include:

- Ordering of office printer/scanner unit
- Collecting information to assist with Trinus IT contract
- Submitting IT tickets
- Desktop IT assistance
- Continued work on reconciling TCA data for asset management
- Updating Alberta municipal residential utility rates database
- Fulfilling mapping/printing requests from Town staff and external agencies
- Mapping and database updates (paper, electronic and webmap)

REGIONAL FIRE MANAGER – IVAN DIJKSTRA

1. Meetings attended included:

- Town Administration Meeting
- County Administration Meeting
- Town Budget Meeting/Discussion
- Town Strategic Planning Session

**CAO REPORT
JANUARY 2025
PAGE 8**

- o Town weekly fire meeting
- o Architect meetings with Town and County teams
- o CPKC meeting regarding railroad tie stockpile in Nevis
- o Station 2&4 Christmas function
- o Station 1 joint training attendance
- o Basic Life Support First Aid Training renewal
- o Emergency Management Hazard Plan Review

2. Projects worked on included:

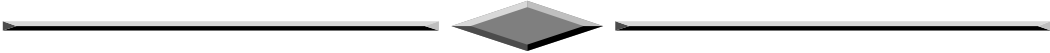
- Assist fire investigation & emergency incident responses, and call entry data maintenance
- AFRRCS Pager refinement reprogramming
- Completion of 2024 payables and receivables for year-end cutoffs
- Completed new contracts with Red Deer Emergency Services for 9-1-1 call answering and fire dispatch for Town and County
- Work with Red Deer Dispatch and lamResponding to resolve incident mapping challenges with the switch over to new CAD by dispatch
- Evaluate legacy fire radio system for decommissioning in 2025
- Continued capital budgets 2025 preparation for Town
- Ongoing Rescue 1-4 inventory discussion
- Developed a 2025 NFPA 1001 level 1 program for discussion with the fire members
- Revised 2025 fire training plan based on member feedback, focusing on competency skills for the fire members
- Recruitment 2025: Information night on January 8th, physical evaluation on January 15th, and interviews January 21st. Gained 7 new members for station 1 and 3 members for station 2. Recruits started training in February 2025
- Year-to-Date SRFD Incident Statistics as of January 31, 2025:

	SRFD	Town	County
Fire Dollar Loss	1	0	1
Fire No Dollar Loss	2	0	2
Medical Assists	5	2	3
MVC	4	2	2
Alarms Ringing	7	6	1
Hazmat	0	0	0
Water Rescue	0	0	0
Other	0	0	0
TOTAL Incidents	19	10	9
Total Staff Hours Incidents (hrs)	40h38m	24h6m	16h32m

Leann Graham
CAO

MEMORANDUM

To: Leann Graham, CAO
From: Kim Hymers, Assistant CAO
Date: February 14, 2025
Re: Request to cancel the March 4, 2025 Regular Council Meeting



Background:

The Alberta Municipalities Spring Municipal Leaders' Caucus is in Edmonton from March 5 to 7, 2025. Attending the conference will be the Mayor, one councilor, and 2 administrative staff. There are no urgent items scheduled for the March 4, 2025 regular council meeting therefore, it is recommended that the March 4, 2025 regular council meeting be cancelled to give council and staff members the extra time to travel to the conference.

Recommendation:

Administration respectfully recommends that the Town of Stettler Council approve the cancellation of the March 4, 2025 Regular Council Meeting.

Town of Stettler
2025 Capital Budget Summary

01-Jan-25

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2025 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses January 1, 2025	Utility (Water) Avail for Capital 2025 Interim Operating Budget (Rates) \$54,007	Utility (other) Avail for Capital 2025 Interim Operating Budget (Rates) \$320,874	Available for Capital 2025 Interim Operating Budget (taxes) \$323,472	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2025 Operating Budget	Debenture / Local Improvement	Grants - CCBF (\$649,945 + \$52,448 = \$702,393)	Grants - LGFF (\$356,384)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
Operating Capital Projects included in 2025 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	
2025 Capital Budget - Operational Projects (non TCA)																		
FIRE	Deputy Fire Truck Replace		\$64,992				\$64,992.00										\$64,992.00	
Op-tran 2-32-09-00-01-244	Sidewalk replacement program (yearly)		\$55,000				\$55,000.00										\$55,000.00	
Op-fire 2-32-99-92-00-762	2001 Fire engine replace-2026-\$1M		\$200,000				\$200,000.00										\$200,000.00	
Op-tran 2-32-21-00-03-536	Pavement patching		\$150,000				\$150,000.00										\$150,000.00	
Sanitary	Lift Station A & B Pre-Design Engineering		\$30,000			\$30,000.00												
WTP	Desludge waste water Ponds w/ applied product		\$135,000			\$0.00			\$135,000.00									
WTP	Turbidity Meter/Analyzer Replacement		\$125,000			\$0.00			\$125,000.00									
Arena	Compressor Overhaul & Condensor Maintenance		\$63,000								\$63,000.00	Community						
Pool	Stage 2 Slide for Pool Replacement		\$35,000					\$35,000.00										
Fitness	Fitness Equipment Replace		\$10,000					\$10,000.00										
General	Floor Scrubber		\$12,000					\$12,000.00										
	Hub Round Table Replacement		\$5,000					\$5,000.00										
	SRC Sidewalk Replace-Entryway to 44 Ave		\$18,000					\$18,000.00										
	Ball Diamond Backstop Fence Replacements (1 Diamond)		\$5,000					\$5,000.00										
	West Stettler Spray Park Upgrade (Year 2 of 3)		\$100,000					\$100,000.00										
Comm	Entry buffet area, kitchen flooring replacement		\$35,000								\$35,000.00	Culture						
Comm	Plastic Round Tables		\$7,000								\$7,000.00	Culture						
ADM	Computer Replacement Program		\$14,000					\$14,000.00										
Op-culture 2-74-99-91-00-764	Culture reserve account		\$15,000					\$15,000.00									\$15,000.00	
2025 Capital Budget - Operational Projects (non TCA)		\$0.00	\$1,078,992.00		\$0.00	\$30,000.00	\$469,992.00	\$214,000.00	\$260,000.00	\$0.00	\$0.00	\$0.00	\$105,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$484,992.00
2025 Capital Budget - Capital Projects (TCA)																		
ADM	Office Printer		\$25,000					\$25,000.00										
	Back up Generator for Town Building		\$107,165					\$53,582.50							\$53,582.50	Clearview		
	Back up Generator for Fire Hall		\$79,500					\$39,750.00							\$39,750.00	County		
	4595 Litre Double Wall 70/30 split fuel tank		\$19,500				\$19,500.00											
Road	Rehab 47 Ave from 46-48 Street		\$500,000										\$500,000.00					
Water	Watermain Replace 50 Ave Between 50 - 51 Street		\$225,000				\$225,000.00											
Water	Watermain Replace 50 Ave Between 51-52 Street		\$265,000										\$265,000.00					
Equip	Bucket Broom for Municipal Sidewalk Tractor		\$10,000							\$10,000.00								
Equip	Cold planer for Municipal Sidewalk Tractor		\$30,000							\$30,000.00								
Equip	Street Sweeper		\$500,000										\$500,000.00					
Equip	3/4 Ton truck		\$70,000					\$70,000.00										
	Chipper		\$70,000				\$70,000.00											
2025 Capital Budget - Capital Projects (TCA)		\$0.00	\$1,901,165.00		\$0.00	\$0.00	\$314,500.00	\$188,332.50	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$1,265,000.00	\$0.00	\$93,332.50	\$0.00	\$0.00
2025 Total Capital Budget		\$0.00	\$2,980,157.00		\$0.00	\$30,000.00	\$784,492.00	\$402,332.50	\$260,000.00	\$0.00	\$0.00	\$40,000.00	\$105,000.00	\$0.00	\$1,265,000.00	\$0.00	\$93,332.50	\$0.00
	Council Motion -	\$0.00	#DIV/0!				\$743,463.00	\$1,216,824.50					\$1,298,078.00	-\$568,088.00	\$357,120.00		\$2,980,157.00	
	2025 Capital Additions	\$0.00						-\$473,361.50									\$0	
	Total 2025 Capital Budget	\$0.00																
	Difference (Actual vs Council Budget)	\$0																

		2024 Carry Forward																
2024 Carry Forward - Projects not Completed		Brought forward from 2024 Budget Carry Forward	2024 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses January 1, 2025	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2022 Operating Budget	Debenture / Local Improvement	Grants - MSI (\$649,945 + \$52,448 = \$702,393)	Grants - FGT (\$356,384)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
2024 Carry Forward - Operational Projects (non TCA)																		
2-31-00-00-01-252	Asset Mgmt Program - Carry Forward (\$60,000 - \$37,524.99) \$22,475.01 Balance to 2025 - Melissa		\$22,475.00				\$22,475.00											
2-41-01-00-10-252	PCL (programmable logic control) - Carry Forward - \$109,532.73 - Melissa - Jan 9, 2024 - Carry Forward (109,533 - \$103, 530) \$6,003 balance to 2025 - Melissa		\$6,003.00			\$6,003.00												
2-42-00-00-02-583	Receiving water body quality assessment - Carry Forward - \$50,000 - Melissa - Jan 9, 2024 - Carry Forward (\$50,000 - \$40,205.44) \$9,794.56 to 2025 - Melissa		\$9,795.00				\$9,795.00											
2-42-00-00-06-252	Lift Station A Pump Replace - Carry Forward (\$20,000 - \$10,251.26) \$9,748.74 Balance to 2025 - Melissa		\$9,749.00			\$9,749.00												
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 - Carry Forward (\$145,351 - \$19,292.83) \$126,058.17 balance to 2025 - Angela		\$126,058.17													\$126,058.17	SE Grant	
2-73-11-02-09-239	Domestic Hot Water Holding Tank - Carry forward \$33,000 balance to 2025 - Brad		\$33,000.00					\$33,000.00										
2-73-11-02-10-239	Ice Resurfacing Holding Tank - Carry Forward \$35,000 balance to 2025 - Brad		\$35,000.00					\$35,000.00										
2-77-02-00-05-252	Open Spaces Master Planning - Carry Forward (\$35,579 - \$28,363.30) \$7,215.70 balance to 2025 - Brad		\$7,216.00				\$7,216.00											
																	\$0.00	
2024 Carry Forward - Operational Projects (non TCA)		\$0.00	\$249,296.17		\$0.00	\$15,752.00	\$39,486.00	\$68,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$126,058.17	\$0.00	\$0.00
2024 Carry Forward - Capital Projects (TCA)																		
																	\$0.00	
6-23-00-00-52-650	2025 Fire Engine (1.2 Million US \$)		\$1,700,000.00													\$1,700,000.00	Debenture	\$1,700,000.00
6-23-00-20-02-620	Fire Station Renovation Drawings - Carry Forward (\$15,000 - \$7, 936) \$7,064 balance to 2025 - Ivan		\$7,064.00					\$3,532.00								\$3,532.00	County	\$7,064.00
6-31-01-20-05-620	Cold Storage Shed - Carry Forward (\$400,000 - \$136,749.05) \$263,250.95 balance to 2025 - Melissa		\$263,250.00						\$263,250.00									\$263,250.00
6-32-09-00-10-610	Pathway Connection of Homesteader Park - Carry Forward \$20,000 balance to 2025 - Melissa		\$20,000.00					\$20,000.00										\$20,000.00
6-32-21-10-04-610	Health Unit Parking Lot - Carry Forward \$10,000 to 2025 for warranty Period - Melissa		\$10,000.00					\$10,000.00										\$10,000.00
6-32-21-00-16-610	Spruce Drive-Hwy 56 to 61 Street - Carry Forward \$10,000 balance to 2025 for warranty Period - Melissa		\$10,000.00					\$10,000.00										\$10,000.00
6-41-11-10-07-610	Watermain on 47 Ave - 46 to 48 Street - Carry Forward \$10,000 balance to 2025 for warranty period - Melissa		\$10,000.00			\$10,000.00												\$10,000.00
6-31-11-30-51-650	Tandem - Carry Forward \$255,000 balance to 2025 - Melissa		\$255,000.00										\$255,000.00					\$255,000.00
6-32-21-10-16-610	Okoppe Walkway - Carry forward (\$72,000 - \$19,880.94) \$52,119.06 balance to 2025 - Melissa		\$52,119.00					\$52,119.00										\$52,119.00
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 - Carry Forward \$10,000 balance to 2025 for Warranty Purposes - Melissa		\$10,000.00					\$10,000.00										\$10,000.00

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 - Carry forward (\$761,613-\$74,772.56) \$686,840.44 balance to 2025 - Melissa		\$686,840.00															\$686,840.00			\$686,840.00
																					\$0.00
																					\$0.00
2024 Carry Forward - Capital Projects (TCA)		\$0.00	\$3,024,273.00		\$0.00	\$10,000.00	\$0.00	\$105,651.00	\$263,250.00	\$0.00		\$0.00	\$0.00	\$686,840.00	\$255,000.00	\$0.00	\$1,703,532.00	\$0.00		\$0.00	\$3,024,273.00
2024 Total Carry Forwards		\$0.00	\$3,273,569.17		\$0.00	\$25,752.00	\$39,486.00	\$173,651.00	\$263,250.00	\$0.00		\$0.00	\$0.00	\$686,840.00	\$255,000.00	\$0.00	\$1,829,590.17	\$0.00		\$0.00	\$3,024,273.00
2025 Total Capital Budget (including Carry Forwards)		\$0.00	\$6,253,726.17		#DIV/0!	\$55,752.00	\$823,978.00	\$575,983.50	\$523,250.00	\$0.00		\$40,000.00	\$105,000.00	\$686,840.00	\$1,520,000.00	\$0.00	\$1,922,922.67				\$3,024,273.00
2025 Total Capital Budget Difference From Budget to Actual			-\$6,253,726.17					\$1,455,713.50		\$523,250.00				Total Grants Available	\$2,063,094.73	\$1,249,025.50	\$493,009.11				
								Total Reserves		\$1,978,963.50				Balance - December 31, 2021	\$1,376,254.73	-\$270,974.50	\$493,009.11				

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins, Manager of Recreation & Culture

Date: February 14, 2025

Re: SRC Hot Water Storage Tank Replacements

Background:

As part of the 2024 Capital Budget, council approved the replacement of both the domestic and ice resurfacing machine hot water tanks. Both tanks have been in place since the opening of the building in 1994 (30+ years) and are reaching end of life.

In meeting with local vendors, we will be making a slight change to the ice resurfacing machine tank. The new tank will be a coiled tank which will allow our boiler to now run glycol through those coils to heat the water in the tank. This will help with extending the life of the boiler due to the scale that builds up in the until due to the temperatures required for the water.

Council approved the following for the project:

Domestic Hot Water Tank	\$33,000
Ice Resurfacing Hot Water Tank	<u>\$35,000</u>
Project Total	\$68,000

Funding for the project was a carry forward from 2024 into the 2025 capital budget.

Request for Quotations

A Request for quotes to complete to supply and install the two tanks was sent to local vendors who routinely complete plumbing work within the SRC

Two quotes were received:

Burmac Mechanical	\$64,255.00
500 -gallon domestic tank (insulated/glass lined)	
400 -gallon ice resurf tank (indirect/coiled)	
Action Plumbing and Excavating	\$81,768.00
500 -gallon domestic tank (insulated/glass lined)	
400 -gallon ice resurf tank (indirect/coiled)	

** GST and Electrical is not included in either of the quotes above.*

Recommendation:

Administration respectfully recommends that the Town of Stettler Council proceed with Burmac Mechanical for the supply and installation of a new domestic hot water tank and ice resurfacing machine hot water tank for the cost of \$64,255.00. With remaining funds from approved capital budget of \$68,000 to be used to cover the cost of electrical.

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77677	77690
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
AccessSMT Holdings Ltd.	77677	2025-02-07	\$687.75

Invoice Description	Invoice Number	Invoice Amount	

SRC - Bathroom Stalls	SI124809	\$687.75	

Auto Marine Specialtiles Ltd.	77678	2025-02-07	\$4,147.50

Invoice Description	Invoice Number	Invoice Amount	

WTP - Electric Boat Motor	40066	\$4,147.50	

BananaGum	77679	2025-02-07	\$570.15

Invoice Description	Invoice Number	Invoice Amount	

Snofest - Face painting	0000174	\$570.15	

Cal-Trac Contracting Ltd.	77680	2025-02-07	\$7,880.25

Invoice Description	Invoice Number	Invoice Amount	

Snow Removal - Jan Grader Rent	304441	\$7,880.25	

Dawn McKay	77681	2025-02-07	\$229.00

Invoice Description	Invoice Number	Invoice Amount	

Tax - Refund Credit Balance	2025.02.05	\$229.00	

Derstine Sandblasting Co	77682	2025-02-07	\$472.50

Invoice Description	Invoice Number	Invoice Amount	

Water - Sandblast Deck	1193	\$472.50	

Easy Kleen Pressure Systems	77683	2025-02-07	\$246.60

Invoice Description	Invoice Number	Invoice Amount	

Fire - Joint - Soap for washer	207442	\$246.60	

Klay Tate Productions	77684	2025-02-07	\$735.00

Invoice Description	Invoice Number	Invoice Amount	

Snofest - Photobooth	2025.02.03	\$735.00	

Paul Davis Systems	77685	2025-02-07	\$564.98

Invoice Description	Invoice Number	Invoice Amount	

GST - Rebate Bathroom Fix	2025.02.05	\$564.98	

Razor's Edge Tree Service Ltd.	77686	2025-02-07	\$18,532.50

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Park - Tree Maintenance	1128		\$18,532.50
Receiver General for Canada	77687	2025-02-07	\$67,906.96
=====			
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP03-25	\$56,630.91	
Town Tax Remittance	PP03-25.	\$5,318.28	
BOT Tax Remittance	PP03-25.BOT	\$2,519.92	
Library tax Remittance	PP03-25.LIBRAR	\$3,437.85	
Simonin Law	77688	2025-02-07	\$1,389.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
P&D - 50 Ave Lane Retention	5276	\$1,389.00	
Van Electric	77689	2025-02-07	\$11,190.90
=====			
Invoice Description	Invoice Number	Invoice Amount	
Sewer - A Lift Station	887	\$1,187.55	
Trans - Fix Gate	875	\$687.75	
Water - Raidiant Heater	879	\$1,250.55	
Water - Shop Shed Upgrades	852	\$2,620.80	
WTP - Maintence	843	\$4,175.85	
Water - Lift Station B	886	\$1,268.40	
Yvonne Wiart	77690	2025-02-07	\$2,162.65
=====			
Invoice Description	Invoice Number	Invoice Amount	
Tax - Redunf due to Home demo	2025.02.05	\$2,162.65	
Total Cheques			\$116,715.74
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0008578	EFT0008623
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Air Liquide Canada Inc.	EFT0008578	2025-02-11	\$266.79

Invoice Description	Invoice Number	Invoice Amount	
Shop - Welding Gas	78315146	\$266.79	

ALS Canada Ltd.	EFT0008579	2025-02-11	\$616.27

Invoice Description	Invoice Number	Invoice Amount	
Trans, Equip, Water-Oil Sample	WC589533	\$616.27	

Anderson, Roxann	EFT0008580	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Admin - Sick Leave Incentive	2024	\$25.00	

APEX Supplementary Pension Pla	EFT0008581	2025-02-11	\$382.36

Invoice Description	Invoice Number	Invoice Amount	
Sub Pension plan Remit	PP03-25	\$382.36	

Baharally, Charlene	EFT0008582	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Fitness - Sick Leave Incentive	2024	\$25.00	

Brenntag Canada Inc.	EFT0008583	2025-02-11	\$1,995.00

Invoice Description	Invoice Number	Invoice Amount	
WTP - Citric Acid	46916406	\$1,995.00	

Canadian Union of Public Emplo	EFT0008584	2025-02-11	\$687.50

Invoice Description	Invoice Number	Invoice Amount	
AP - Union Dues	PP03-25	\$687.50	

Canoe Procurement Group of Can	EFT0008585	2025-02-11	\$5,849.01

Invoice Description	Invoice Number	Invoice Amount	
Trans, Water, Park - Diesel	PF-12447-11943	\$3,561.50	
Trans - Repair Parts	AB255584	\$1,451.60	
Trans - Hydraulic Additive	AB270492	\$835.91	

Chemical International	EFT0008586	2025-02-11	\$303.45

Invoice Description	Invoice Number	Invoice Amount	
SRC - Dishwasher Soap	115708	\$303.45	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
County of Stettler	EFT0008587	2025-02-11	\$39,574.18

Invoice Description	Invoice Number	Invoice Amount	
2024 Emergency Management	COS011572	\$39,574.18	

Dodd, Sonia	EFT0008588	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - Sick Leave Incentive	2024	\$25.00	

Dolan, Lori	EFT0008589	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - Sick Leave Incentive	2024	\$25.00	

Stettler FCSS	EFT0008590	2025-02-11	\$51,318.75

Invoice Description	Invoice Number	Invoice Amount	
1st Qtr Requisition	2025.02.04	\$51,318.75	

Foot, Kyle	EFT0008591	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Water - Sick Leave Incentive	2024	\$25.00	

Gamponia, Nelson	EFT0008592	2025-02-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Roads - Sick Leave Incentive	2024	\$25.00	

GT Hydraulic & Bearing	EFT0008593	2025-02-11	\$2,719.18

Invoice Description	Invoice Number	Invoice Amount	
Shop - Hydraulic Oil	000-426227	\$797.59	
Trans - New Batteries	000-426673	\$153.80	
Shop - Sander Battery	000-426695	\$147.88	
Shop - Battery	000-426772	\$152.36	
Trans - Dump Valve	000-426864	\$97.73	
Shop - Hydraulic Oil	000-427186	\$609.81	
Water 0 Hose Repair	000-427513	\$125.79	
Water - Battery	000-427612	\$447.56	
Parks - Cylinder rebuild	999-030905	\$272.97	

Heartland Auto Supply	EFT0008594	2025-02-11	\$5,090.83

Invoice Description	Invoice Number	Invoice Amount	
Fire - Battery	001-588475	\$311.21	
Fire Joint - Battery	001-588623	\$408.53	
Shop - Supplies	001-587662	\$520.50	
Trans - Air Filters	001-588176	\$99.90	
Shop - Supplies	001-588691	\$6.80	
Trans- Plow Bolts	001-588699	\$102.28	
Parks - Sander Parts	001-588754	\$24.57	
Parks - Sander Parts	001-588764	\$40.59	
Trans - Unit 45	001-588787	\$53.86	
Shop - Supplies	001-588791	\$16.59	
Trans - Plow Bolts	001-588749	\$21.41	
Shop - Paper Towel	001-588937	\$161.49	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop - O Rings	001-588964		\$267.80
Shop - Supplies	001-589024		\$116.98
Water - Paint	001-589045		\$437.43
Trans - Kleenex	001-589054		\$55.44
Water - New Deck Supplies	001-589090		\$77.24
Shop - Springs	001-589166		\$24.05
Parks - Relay and Wiring	001-589207		\$16.94
Shop - Parts Bags	002-589208		\$93.77
Water - Paint	001-589489		\$82.28
Shop - Paper Towel	001-589584		\$294.08
Trans - Deicer	001-589608		\$19.37
Trans - Hydraulic Filters	001-589617		\$244.50
Shop - Clamps	001-588765		\$387.36
SRC - Sidewalk salt	001-589805		\$35.09
Shop - U-Joints	001-589972		\$82.01
Trans - Bolts for breakaways	001-590308		\$7.51
Trans - Pins	001-590406		\$19.22
Shop - Filters	001-589730		\$172.57
Water - Filters	001-590469		\$221.96
Trans - Fittings	001-589688		\$551.90
Shop - Bolts	001-590196		\$131.94
=====			
Hymers, Kim	EFT0008595	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Admin - Sick Leace Incentive	2024	\$25.00	
=====			
Icetek Refrigeration	EFT0008596	2025-02-11	\$2,194.50
Invoice Description	Invoice Number	Invoice Amount	
SRC - Chemical	1692	\$2,194.50	
=====			
Keiths Refrigeration	EFT0008597	2025-02-11	\$2,173.38
Invoice Description	Invoice Number	Invoice Amount	
WTP - Fan	24866	\$1,417.38	
Pool - Purchase Building repai	24869	\$252.00	
Shop - Exhaust Fan	24864	\$252.00	
Health Unit - Winter PM	25034	\$252.00	
=====			
Local Authorities Pension Plan	EFT0008598	2025-02-11	\$31,884.41
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP03-25	\$31,884.41	
=====			
Linde Canada	EFT0008599	2025-02-11	\$1,754.17
Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemicals	47489249	\$383.92	
Pool - Equi Repair	47696520	\$1,370.25	
=====			
Manalastas, Victor	EFT0008600	2025-02-11	\$3,412.50
Invoice Description	Invoice Number	Invoice Amount	
Office - Janitor	28	\$3,150.00	
Fire Joint - Janitor	29	\$262.50	
=====			
McCallum, Neil	EFT0008601	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
	109		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water - Sick Leave Incentive		2024	\$25.00
===== McCrindle, Sarah	EFT0008602	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Roads - Sick Leave Incentive		2024	\$25.00
===== Northstar Trucking Ltd.	EFT0008603	2025-02-11	\$430.65
Invoice Description	Invoice Number	Invoice Amount	
SRC - Parking Lot Chips	326455		\$430.65
===== Pederson, Brendan	EFT0008604	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Sick Leave Incentive		2024.	\$25.00
===== Practica Ltd.	EFT0008605	2025-02-11	\$50.75
Invoice Description	Invoice Number	Invoice Amount	
Park - Dog Key Bags	46754		\$50.75
===== Roadway Traffic Products	EFT0008606	2025-02-11	\$8,220.45
Invoice Description	Invoice Number	Invoice Amount	
Street Light - Crosswalk Light	12293		\$8,220.45
===== Robbins, Brad	EFT0008607	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Sick Leave Incntive		2024	\$25.00
===== Schwartz Home Building Centre	EFT0008608	2025-02-11	\$10.49
Invoice Description	Invoice Number	Invoice Amount	
Shop - New Door	888885		\$10.49
===== Shanes Instrument Services Ltd	EFT0008609	2025-02-11	\$2,635.04
Invoice Description	Invoice Number	Invoice Amount	
WTP - New UPS for SCADA	20846		\$2,635.04
===== Sharpe, Ashley	EFT0008610	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC - Sick Leave Incentive		2024	\$25.00
===== Sienna's Cleaning	EFT0008611	2025-02-11	\$950.00
Invoice Description	Invoice Number	Invoice Amount	
Shop - Janitor	764484		\$950.00
===== Shirley McClellan Regional Wat	EFT0008612	2025-02-11	\$25,575.93
Invoice Description	Invoice Number	Invoice Amount	
Water - Contingency	SMRWSC003855	110	\$15,676.47

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water Trst Stn - Gas & Power	SMRWSC003959		\$9,899.46
Stettler Agri-Centre	EFT0008613	2025-02-11	\$59.85
Invoice Description	Invoice Number	Invoice Amount	
Park - Weed Trimmer Parts	32281S		\$59.85
Stettler Dads Services	EFT0008614	2025-02-11	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Jan Meter Reader	2025-01		\$1,500.00
Stettler Dodge Ltd.	EFT0008615	2025-02-11	\$465.89
Invoice Description	Invoice Number	Invoice Amount	
Water - Trans	161550		\$465.89
Stettler Electric Inc.	EFT0008616	2025-02-11	\$203.11
Invoice Description	Invoice Number	Invoice Amount	
Fire - LED	7646		\$203.11
Stettler Equipment Sales & Ren	EFT0008617	2025-02-11	\$1,703.93
Invoice Description	Invoice Number	Invoice Amount	
Trans - Solenoid for Skidsteer	150786		\$134.34
Trans - New Hose	151288		\$209.99
Okoppe Way - Rental	151444		\$325.50
Trans - Adapter	151946		\$346.88
SRC - Quick Attach Assy	152373		\$84.12
Shop - Oil	152377		\$681.85
Stettler & District Handibus	EFT0008618	2025-02-11	\$333.28
Invoice Description	Invoice Number	Invoice Amount	
Handibus - Utilities	4193		\$333.28
Stettler Telephone Answering S	EFT0008619	2025-02-11	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
WTP - Working Alone	183		\$157.50
Darby Strohschein	EFT0008620	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Roads - Sick Leave Incentive	2024		\$25.00
Tomkow, Joe	EFT0008621	2025-02-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Roads - Sick Leave Incentive	2024		\$25.00
Admiral Welding Ltd.	EFT0008622	2025-02-11	\$11,031.63
Invoice Description	Invoice Number	Invoice Amount	
Park - Chain Link Fence	1231		\$11,031.63

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Tool & Hardware	EFT0008623	2025-02-11	\$469.93
=====			
Invoice Description	Invoice Number	Invoice Amount	

Shop - Cutting Tools	10018759	\$293.98	
Trans - Nails	10019253	\$141.74	
Trans - Measuring Tapes	10019254	\$34.21	

	Total Cheques	\$204,370.71	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000867	ONL000868
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Communications	ONL000867	2025-02-07	\$2,608.66

Invoice Description		Invoice Number	Invoice Amount

Telus Communications - January		2025.1.23	\$2,608.66
=====			
Telus Mobility Inc.	ONL000868	2025-02-07	\$1,303.07

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility .1.22-.2.21		45751322	\$1,303.07

		Total Cheques	\$3,911.73
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77691	77694
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
I-JACK Technologies Inc	77691	2025-02-13	\$191.33

Invoice Description		Invoice Number	Invoice Amount

Water - Refund Credit Balance		2025.02.06	\$191.33

Jesse Douglas	77692	2025-02-13	\$80.94

Invoice Description		Invoice Number	Invoice Amount

Water - Refund Credit Balance		2025.02.11	\$80.94

Prominent Flooring and Tile	77693	2025-02-13	\$5,834.33

Invoice Description		Invoice Number	Invoice Amount

Admin - Lunch Room Flooring		1452	\$5,834.33

RCAP Leasing	77694	2025-02-13	\$218.40

Invoice Description		Invoice Number	Invoice Amount

Office - Telecommunications		1287361	\$218.40

		Total Cheques	\$6,325.00

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0008624	EFT0008657
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0008624	2025-02-18	\$349.59

Invoice Description	Invoice Number	Invoice Amount	
Pool - Janitor	9385036521	\$349.59	

Alberta Animal Services	EFT0008625	2025-02-18	\$15,406.82

Invoice Description	Invoice Number	Invoice Amount	
Bylaw - Animal Contract	11326	\$15,406.82	

Brugman, Etienne J. L.	EFT0008626	2025-02-18	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Fire - Sick Leave Incentive	2024	\$25.00	

Capital Power	EFT0008627	2025-02-18	\$94,086.78

Invoice Description	Invoice Number	Invoice Amount	
Affiliate - Jan Capital Power	5193184	\$7,460.86	
Janaury - Power	5193217	\$86,625.92	

Chapman Riebeek	EFT0008628	2025-02-18	\$349.92

Invoice Description	Invoice Number	Invoice Amount	
Bylaw - Janaury Services	2502029	\$349.92	

Cinder MSP	EFT0008629	2025-02-18	\$3,795.23

Invoice Description	Invoice Number	Invoice Amount	
WTP - Computer Replacement	2104	\$3,795.23	

Contact Safety Service Ltd.	EFT0008630	2025-02-18	\$10.50

Invoice Description	Invoice Number	Invoice Amount	
SRC - Sprinkler Cover	16365	\$10.50	

County of Stettler	EFT0008631	2025-02-18	\$47,083.96

Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint - Q4 Town Calls	COS011466	\$703.00	
Fire Joint Computer Mainten	COS010949	\$2,225.43	
Fire - Radio	COS011467	\$5,870.76	
Fire - Joint Comp Maintenance	COS011446	\$1,273.35	
Fire Joint - Pay Period 17-26	COS011562	\$28,552.07	
Fire Joint -Fire Calls & Train	COS011559	\$2,303.44	
Fire - Joint - Toques	COS011564	\$242.26	
Fire - Joint Pay period 1-2	COS011563	\$6,140.03	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Dennis, Mark	EFT0008632	2025-02-18	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Fire - Sick Leave Incentive	2024	\$25.00	
=====			
Dodd, Sonia	EFT0008633	2025-02-18	\$231.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - RC First Aid	2025.02.04	\$231.00	
=====			
E360S Environmental 360 Soluti	EFT0008634	2025-02-18	\$25,206.64

Invoice Description	Invoice Number	Invoice Amount	
Jan - Garbage & Recycle	RD0000358641	\$25,206.64	
=====			
Glover International Trucks Lt	EFT0008635	2025-02-18	\$94.45

Invoice Description	Invoice Number	Invoice Amount	
Trans - Tire Repair	T2191	\$94.45	
=====			
Heartland Express	EFT0008636	2025-02-18	\$335.15

Invoice Description	Invoice Number	Invoice Amount	
Water - Parts for Unit 3	16485	\$46.03	
Shop - Freight	16407	\$104.76	
Water, Trans - Freight	16438	\$184.36	
=====			
i. d. Apparel	EFT0008637	2025-02-18	\$2,182.95

Invoice Description	Invoice Number	Invoice Amount	
PR - Office Sweaters	125666	\$2,182.95	
=====			
Klearwater Equipment & Technol	EFT0008638	2025-02-18	\$4,115.16

Invoice Description	Invoice Number	Invoice Amount	
WTP - Chemicals	250864	\$4,115.16	
=====			
Lifesaving Society	EFT0008639	2025-02-18	\$75.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - Staff First Aid Recerts	33148	\$75.00	
=====			
Local Government Admin. Assoc.	EFT0008640	2025-02-18	\$288.75

Invoice Description	Invoice Number	Invoice Amount	
Admin - 2025 Membership	04222	\$288.75	
=====			
Steven McCrea	EFT0008641	2025-02-18	\$170.50

Invoice Description	Invoice Number	Invoice Amount	
Water - Travel to courses	2025.01.22	\$125.50	
Water - Training	2025.02.10	\$45.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Mutual Propane Ltd.	EFT0008642	2025-02-18	\$690.87
Invoice Description	Invoice Number	Invoice Amount	
sewer - Rental Tanks	W0#31001	\$690.87	
NextGen Automation	EFT0008643	2025-02-18	\$1,041.35
Invoice Description	Invoice Number	Invoice Amount	
Office, Water - Billing	648226	\$1,041.35	
OK Tire Stettler	EFT0008644	2025-02-18	\$332.81
Invoice Description	Invoice Number	Invoice Amount	
Water - Tire Repair	IN115937	\$269.33	
Trans - Tire Repair	IN116197	\$63.48	
Purolator Courier Ltd.	EFT0008645	2025-02-18	\$1,104.61
Invoice Description	Invoice Number	Invoice Amount	
January - Freight	545097643	\$1,104.61	
Stettler Registry Services Ltd	EFT0008646	2025-02-18	\$325.50
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Drivers Abstracts	SR200027245	\$200.25	
Fire Joint - Drivers Abstracts	SR500002305	\$125.25	
Stingray Radio Inc.	EFT0008647	2025-02-18	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
January Advertising	951716-1	\$546.00	
Thinktel Communications	EFT0008648	2025-02-18	\$161.71
Invoice Description	Invoice Number	Invoice Amount	
Office - Telephone	1358382	\$161.71	
Trinus Technologies Inc	EFT0008649	2025-02-18	\$920.24
Invoice Description	Invoice Number	Invoice Amount	
Computer - Monthly Software	9663	\$920.24	
Tundra Process Solutions Ltd.	EFT0008650	2025-02-18	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
WTP - Freight	2024220015950	\$157.50	
Uptown Office Supply Ltd.	EFT0008651	2025-02-18	\$644.97
Invoice Description	Invoice Number	Invoice Amount	
Office - Supplies	10358	\$266.61	
Office - Biz Licence paper	10382	\$54.56	
P&L - Supplies	10383	\$88.07	
P&L - Budget Binder	10452	\$24.27	
Office - Supplies	10461	\$25.88	
Trans - Supplies	10554	\$46.12	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Office - Supplies	10563		\$139.46
=====			
Wally's Backhoe Services Ltd.	EFT0008652	2025-02-18	\$11,203.50
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal - Rental	2609	\$11,203.50	
=====			
Wet Water Industries Ltd.	EFT0008653	2025-02-18	\$230.67
Invoice Description	Invoice Number	Invoice Amount	
Fire - Joint - Supplies	AR62770	\$76.89	
Fire - Joint - Wtr Treatment	AR63636	\$76.89	
Fire Joint - Water Treatment	AR64488	\$76.89	
=====			
Wheels On	EFT0008654	2025-02-18	\$336.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Courses	100235	\$168.00	
Water - Courses	100302	\$168.00	
=====			
WFR Wholesale Fire & Rescue Lt	EFT0008655	2025-02-18	\$510.32
Invoice Description	Invoice Number	Invoice Amount	
Fire - Foam	INV/2025/0170	\$510.32	
=====			
Woody's Automotive Ltd.	EFT0008656	2025-02-18	\$4,621.53
Invoice Description	Invoice Number	Invoice Amount	
Shop - Supplies	612-919193	\$311.91	
Shop - Battery Maintainer	612-919285	\$44.26	
Water - Spark Plugs	612-920608	\$354.68	
Trans - Wiper Blades	612-920621	\$45.16	
Water - Ignition Coils	612-920698	\$175.71	
Shop - Paint Cups	612-920779	\$13.13	
Shop - Tools	612-920845	\$198.45	
Shop - Tools	612-920866	\$179.12	
Shop - Tools	612-921100	\$228.88	
Trans - Filters	612-921125	\$285.05	
Shop - Paint Thinner	612-921151	\$36.40	
Shop - Deck Build	612-921182	\$91.79	
Shop - Hand Cleaner	612-921538	\$74.30	
Trans - Air Filters	2025.01.17	\$39.33	
Water - Air Filters	612-921635	\$147.65	
Water - Conditioner	612-921636	\$23.85	
Shop - Padlocks	612-921696	\$479.75	
Parks- Oil Filters	612-921767	\$15.71	
Trans - Air Line	612-921773	\$57.20	
Parks - Zamboni	612-921817	\$14.41	
Parks - Zamboni Filters	612-921911	\$52.02	
Parks - Ball Joints	612-922002	\$358.41	
Shop - Vacuum	612-922250	\$629.51	
Shop - Fluid Extractor	612-922298	\$104.51	
Shop - Cleaners	612-922304	\$33.41	
Parks - Belts	612-922359	\$64.24	
Water - Deck Build	612-922380	\$7.73	
Shop - Bottle Jack	612-922724	\$33.38	
Shop - Slide Hammer	612-923077	\$181.60	
Shop - Hole Saw Kit	612-923354	\$173.32	
Water - Starter	612-923594	\$166.66	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
The Wright Builders	EFT0008657	2025-02-18	\$9,362.97
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop - Lien Payment	1031.	\$9,362.97	
	Total Cheques		\$226,022.95
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000869
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Telus Mobility Inc.	ONL000869	2025-02-13	\$1,943.94

Invoice Description	Invoice Number	Invoice Amount	
Jan 22 - Feb 21 - Telus Mobili	2025.01.21.	\$1,943.94	
Total Cheques			----- \$1,943.94 =====

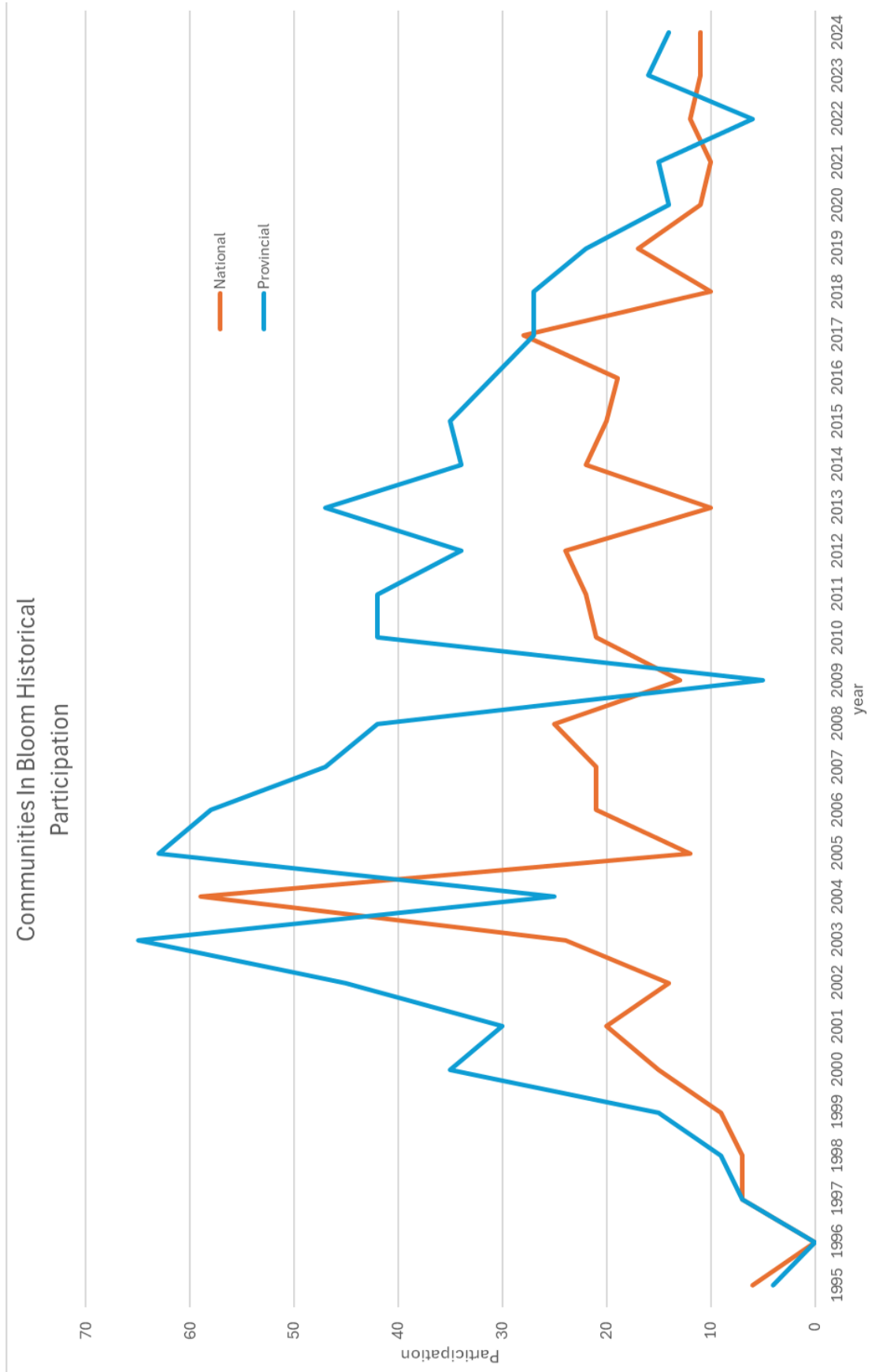
1	<u>Call to Order</u>	<p>Called to order at 12:07 PM</p> <p>Attendees S. Nolls K. Baker L. Graham B. Robbins C. Poland</p>	
2	<u>Adopt Agenda</u>	<p>February 3, 2025</p> <p>Additions/Deletions</p> <p>Approval – K. Baker</p>	
3	<u>Meeting Minutes</u>		
	3-1	November 25, 2024	
		Errors/Omissions	
		Approval – K. Baker	
	3-2	<p>Action Items</p> <p>Send a memo to council with proposed changes to Homesteaders Park and to existing Memorial tree policy. B. Robbins</p> <p>Ensure lines are painted on all basketball courts. B. Robbins</p> <p>DONE - Provide final feedback to C. Poland by January 13th. All</p> <p>DONE - Add to HBC agenda for December 5th. B. Robbins</p> <p>DONE - Provide council and HBC with opportunity to provide feedback by January 6th. B. Robbins</p> <p>Final Plan to be put on council agenda for adoption February 18th meeting. B. Robbins</p>	
4	<u>Business</u>		
	4-1	<p>Parks and Open Spaces Master Plan (Groundcubed)</p> <ul style="list-style-type: none"> • Plan Update <ul style="list-style-type: none"> • C. Poland provided a final review of Master Plan focusing in on the final changes made as a result of the last round of feedback that was submitted. • Committee recommended not referring specifically to Wellings in any park details around the future park land identified south of the new Wellings development. 	Brad & Chelsea

		<p>Action Item: Complete final suggestions to plan and submit final copy asap.</p> <p style="text-align: right;">C. Poland</p> <p>Motion: To approve the master plan with changes discussed and recommend approval to council on February 18th.</p> <p style="text-align: right;">CARRIED</p>	
	<p style="text-align: right;">4-2</p>	<p>Strategic Planning / Projects</p> <ol style="list-style-type: none"> 1. Spray Park Upgrade Update <ul style="list-style-type: none"> • Nothing new to report other than a meeting with Rotary representatives is being scheduled for next week to discuss project moving forward and what the Town’s commitment will look like. • \$50,000 from 2024 cap to be moved to reserve and ideally council approves \$100,000 cap to reserve in 2025 and 2026. • Rotary has started formal fundraising plan and identifying grant opps. • Will need ~\$500,000 to complete. • C. Poland indicated that Groundcubed can assist with the design portion of the project and added that design and build should be kept separate from an RFP perspective. 2. Fas Gas (Rosedale) Tot Lot Update <ul style="list-style-type: none"> • Grand opening in the spring but exact date is TBD. • Some fence repairs and tree planting will be done in the spring. • New basketball hoops and backboards to be installed and lines painted on court. 3. Skating Oval Improvements <ul style="list-style-type: none"> • B. Robbins reported that there has been a significant increase in usage of the oval this year likely as a result of the weather and the increase in lighting. • L. Graham indicated that next year there is a company interested in supplying firepits to the area. 4. West End Dog Park <ul style="list-style-type: none"> • Strategic Planning identified that it would be good to have an interim west end dog park established prior to southwest development taking place. • Committee will start to investigate some potential options and costs with one 	<p>Brad</p>

		<p>option being around the Grandview Millenium Tree Park area.</p> <p>5. Tennis Court Revitalization</p> <ul style="list-style-type: none"> • Update provided to committee, • Tennis club has ~\$6,000 towards project. • A full facility rebuild will be ~\$500,000. • School technically owns the facility and land although it is part of SURF. • Recommend re-engaging the SURF committee to begin discussions on a rebuild/refurb. <p>6. Horseshoe Pits</p> <ul style="list-style-type: none"> • Identified as an item to consider using existing park space. • Committee to identify possible location options. <p>7. Sports Park Improvements</p> <ul style="list-style-type: none"> • A number of items were identified through the strategic planning process which included field lighting, a tournament house and potential play area. • B. Robbins reported that a tournament house has been identified by the Kinsmen as a potential next project and would ideally be used as their meeting space each month. • B. Robbins reported that fundraising is ongoing for a play area at the Sports Park through the "For Heavens Sake Ball Tournament" which has already raised ~\$25,000. 	
	4-3	<p>Heartland Beautification Update</p> <ul style="list-style-type: none"> • Next meeting is scheduled for February 12th. • B. Robbins provided an update to committee around Stettler's participation in Communities In Bloom. • HBC is currently discussing our future involvement. • Historical participation record was reviewed for province. (See attached) 	
5	<u>Next Steps</u>	<p>Send a memo to council with proposed changes to Homesteaders Park and to existing Memorial tree policy.</p> <p style="text-align: right;">B. Robbins</p> <p>Ensure lines are painted on all basketball courts.</p> <p style="text-align: right;">B. Robbins</p>	



		<p>Action Item: Complete final suggestions to plan and submit final copy asap. C. Poland</p> <p>Final Plan to be put on council agenda for adoption February 18th meeting. B. Robbins</p>	
6	<u>Next Meeting</u>	March 31, 2025	
7	<u>Adjournment</u>	Meeting adjourned at 1:18 PM	



MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
February 11, 2025

Present:

Councillors Gord Lawlor, Wayne Smith, Travis Randell and Kurt Baker,
Development Officer Angela Stormoen and Planning & Operations Clerk Maddie
Standage

1. **Call to Order:** Chairman Wayne Smith called the meeting to order at 8:30 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Kurt Baker to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the December 19, 2024 MPC Meeting Minutes**

Moved by Councillor Gord Lawlor that the Minutes of the December 19, 2024
MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3566-2025

Applicant: David Hagen

Legal: Lot 11, Block 3, Plan 3173TR

Municipal: 6011 – 40 Avenue Close

Proposed Development: Relocation of 2008 Mobile Home

Development Officer read a report that follow:

General:

The applicant is proposing to relocate a 12.19 m x 4.27 m mobile home constructed
in 2008, to 6011 – 40 Avenue Close. On October 3, 2024, MPC approved a 2007
Mobile Home for the above-mentioned lot, however, shortly after placing the
home on the lot it was destroyed beyond repair by a fire. Previous to the mobile
home the lot has been vacant since 2017.

The proposed mobile home was constructed in 2008 and used as a mobile office. The applicant proposes to renovate the building to convert the interior to living space and use it as a dwelling.

The mobile home is considered a discretionary use in the R3A: Mobile Home Subdivision Land Use District as it exceeds eight years of age from the date of application for a development permit. Further, it does not meet the mobile home definition criteria of 3:1 length to width ratio.

Based on the photos submitted by the applicant, the proposed 2008 RTM mobile home will not detract the neighborhood.

Development Review:

Land Use District

R3A: Mobile Home Subdivision

Discretionary Use – “Mobile Home > Eight (8) years of age from the date of Development Permit Application”

Minimum Rear Yard Setback – 3 Meters

Proposed Rear Yard Setback – 3 Meters

Minimum Side Yard Setback – 1.5 Meters

Proposed Side Yard Setback (west) – 1.5 Meters

Proposed Side Yard Setback (east) – 3 Meters

Minimum Front Yard Setback – 6 Meters

Proposed Front Yard Setback – 14.5 Meters

Definition:

MOBILE HOME

means a residential unit that may be constructed with a heavy transport chassis that allows for permanent or temporary attachment of a hitch and wheel assembly to enable the relocation of the dwelling. A mobile home may be a single structure (single-wide) or two parts which are put together to comprise a complete dwelling (double-wide). Mobile Homes shall feature the following criteria:

- i. Minimum roof pitch of 5 cm (2 inches) of vertical rise for every 30.5 cm (12 inches) of run; and
- ii. A minimum floor area length to width ratio of 3:1.

A mobile home does not include a single detached dwelling.

Proposed floor area – 12.19 Meters x 4.27 Meters

Variance required – 0.21 Meters = 5%

Recommendation:

That the Municipal Planning Commission approves this application subject to the following conditions:

1. The owner/applicant receives a 5% variance for the 3:1 length to width ratio of the mobile home;
2. The owner/applicant must ensure that any deteriorated siding is replaced/repaired at time of mobile home relocation;
3. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
4. The owner/applicant must ensure that the undercarriage of a mobile home shall be screened from view by skirting or such other means satisfactory to the Development Officer/Municipal Planning Commission in accordance with 38.3 of the Land Use Bylaw 2060-15;
5. The owner/applicant shall ensure all accessory structures to a mobile home such as patios porches, additions, skirting and storage facilities shall be fabricated so that the appearance complements the mobile home to the satisfaction of the Development Officer/Municipal Planning Commission in accordance with 38.4 of the Land Use Bylaw 2060-15;
6. 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 the Alberta Building Code.
7. Compliance with the provisions of Land Use Bylaw 2060-15 does not exempt the owner/applicant from compliance with any provincial, federal, or other municipal legislation;
8. The owner/applicant must ensure the proposed development (Relocation of RTM Mobile Home) shall be located in accordance with the approved plan;
9. The owner/applicant must submit any revisions in the site plan or alterations of the driveway and obtain approval from the Town of Stettler's Development Authority prior to construction;
10. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
11. The owner/applicant must obtain a building permit for this development. (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.

Alternatives:

Defeat the application stating reasons.

Discussion:

Discussion ensued regarding the current siding of the home. Councillor Gord Lawlor asked if Condition #2 could include residing of the one side where the current siding is of two different colours.

Moved by Councillor Travis Randell to approve the application with the changes to Condition #2 as follow: The owner/applicant must ensure that the siding on

each exterior wall of the mobile home is consistent in colour and that any deteriorated siding is replaced/repared at time of mobile home relocation.

MOTION CARRIED

Unanimous

7. The meeting adjourned at 8:33 a.m. on a motion by Councillor Gord Lawlor.

February 10th, 2025

S/Sgt. Cam Russell
Detachment Commander
Stettler, AB

Dear Reeve, Mayors and CAO's,

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Stettler Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

S/Sgt. Cam Russell
Detachment Commander
Stettler RCMP Detachment

Alberta RCMP - Municipal Policing Report

Detachment Information

Detachment Name

Stettler

Detachment Commander

S/Sgt. Cam Russell

Report Date February 10, 2025	Fiscal Year 2024-25	Quarter Q3 (October - December)
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Community Priorities

Priority #1: Crime Reduction / Property Crime

Updates and Comments:

Facilitated townhall meeting in Red Willow where CPTED was presented by CPO's providing guidance on how to help prevent properties from being targeted by making them unattractive to criminals by taking simple landscaping and grooming measures to ones property.

Priority #2: Enhanced Public Confidence and Engagement - Engage with Community Members and Councils

Updates and Comments:

Facilitated townhall meeting in Red Willow along with enforcement partners, attending residents had many questions for members, CPO's and F&W during the event. Overall the community appears to be very supportive of our efforts and understand our limitations and challenges. 2024-12-12 NCO and detachment members attended tabletop exercise for an active shooter scenario, multiple agencies attended where very good results, communication and networking were reported by all participants.

Community Consultations

Consultation #1

Date	Meeting Type
Click or tap to enter a date.	Choose an item.
Topics Discussed	
Click or tap here to enter text.	
Notes/Comments:	
Click or tap here to enter text.	



Stettler Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

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		0	0	0	0	3	N/A	N/A	0.6
Other Sexual Offences		0	2	1	0	0	N/A	N/A	-0.2
Assault		7	4	6	5	7	0%	40%	0.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		1	1	2	1	1	0%	0%	0.0
Uttering Threats		0	1	3	3	1	N/A	-67%	0.4
TOTAL PERSONS		8	8	12	9	13	63%	44%	1.1
Break & Enter		7	8	5	7	6	-14%	-14%	-0.3
Theft of Motor Vehicle		3	10	1	5	1	-67%	-80%	-0.9
Theft Over \$5,000		5	3	0	2	4	-20%	100%	-0.3
Theft Under \$5,000		15	10	7	7	11	-27%	57%	-1.1
Possn Stn Goods		2	5	1	7	5	150%	-29%	0.8
Fraud		0	2	5	3	8	N/A	167%	1.7
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		4	5	3	2	9	125%	350%	0.7
Mischief - Other		1	2	3	6	1	0%	-83%	0.4
TOTAL PROPERTY		37	45	25	39	45	22%	15%	1.0
Offensive Weapons		2	3	0	0	2	0%	N/A	-0.3
Disturbing the peace		4	3	2	0	4	0%	N/A	-0.3
Fail to Comply & Breaches		7	1	4	5	2	-71%	-60%	-0.6
OTHER CRIMINAL CODE		3	1	2	11	3	0%	-73%	1.0
TOTAL OTHER CRIMINAL CODE		16	8	8	16	11	-31%	-31%	-0.2
TOTAL CRIMINAL CODE		61	61	45	64	69	13%	8%	1.9



Stettler Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

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		2	0	0	1	0	-100%	-100%	-0.3
Drug Enforcement - Trafficking		0	0	0	2	1	N/A	-50%	0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	0	0	3	1	-50%	-67%	0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	1	N/A	N/A	0.2
TOTAL FEDERAL		2	0	0	3	2	0%	-33%	0.3
Liquor Act		1	0	1	3	3	200%	0%	0.7
Cannabis Act		1	0	1	1	1	0%	0%	0.1
Mental Health Act		1	2	6	8	6	500%	-25%	1.6
Other Provincial Stats		10	11	9	17	23	130%	35%	3.2
Total Provincial Stats		13	13	17	29	33	154%	14%	5.6
Municipal By-laws Traffic		0	0	1	1	0	N/A	-100%	0.1
Municipal By-laws		0	0	0	0	1	N/A	N/A	0.2
Total Municipal		0	0	1	1	1	N/A	0%	0.3
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		4	4	6	7	1	-75%	-86%	-0.3
Property Damage MVC (Reportable)		74	100	85	89	42	-43%	-53%	-7.5
Property Damage MVC (Non Reportable)		5	4	3	3	6	20%	100%	0.1
TOTAL MVC		83	108	94	99	49	-41%	-51%	-7.7
Roadside Suspension - Alcohol (Prov)		1	3	7	3	1	0%	-67%	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		164	115	94	219	144	-12%	-34%	6.4
Other Traffic		2	1	0	0	0	-100%	N/A	-0.5
Criminal Code Traffic		13	7	8	5	10	-23%	100%	-0.8
Common Police Activities									
False Alarms		5	8	2	4	5	0%	25%	-0.4
False/Abandoned 911 Call and 911 Act		2	2	3	1	3	50%	200%	0.1
Suspicious Person/Vehicle/Property		32	27	14	24	14	-56%	-42%	-3.9
Persons Reported Missing		3	1	1	1	0	-100%	-100%	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		8	2	0	3	6	-25%	100%	-0.3
Form 10 (MHA) (Reported)		0	0	1	2	0	N/A	-100%	0.2

Municipal Operations: Human Resources Overview

Staffing Category	Established Positions	Working	Special Leave	Hard Vacancies
Regular Members	8	7	1	0
Detachment Support	0	0	0	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Once Regular Members are placed on "Special Leave" (e.g., Maternity/Paternity leave, medical leave more than 30 days, leave without pay, graduated return to work), they are not included in the FTE count and their pay is not charged directly to each location. However, any salary expenditures associated with these employees while on leave is included as an "indirect cost" and billed within the Divisional Administration rate, charged to all contracts.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the eight established positions, seven officers are currently working with one on special leave (Medical leave) and one working light duties. There is no hard vacancy at this time.

Municipal Operations: Financial Overview

Municipal Overview	Fiscal Year-to-Date	Revised Plan at Q3	2024-25 Financial Plan
Detachment Working FTE Levels	5.93 FTE	6.50 FTE	7.00 FTE
Divisionally Pooled Costs (at 100%)	\$ 51,304,740	\$ 74,969,115	\$ 76,688,466
Per Capita Rate (at 100%)	\$ 183,325	\$ 247,097	\$ 247,782
Partner Share of Pooled Costs (at 70%)	\$ 760,482	\$ 1,124,290	\$ 1,214,131
Location-Specific Costs	\$ 200,014	\$ 285,000	\$ 243,000
Total Costs after Final Adjustments (at applicable contract share)	\$ 954,871	\$ 1,401,790	\$ 1,449,631

Note: For detailed explanations of the terms and types of costs that are included above, please visit the definitions section on the next page.

Comments:

As of Q3, the annual plan for Stettler Municipal Detachment is based on 6.50 working members.

The financial figures as identified above reflect divisionally pooled costs as well as a location-specific costs, and are in are in alignment with your Financial Plan for 2024-25.

RCMP will continue to provide your community with monthly enhanced reporting to support ongoing forecast adjustments and potential invoice revisions. This increased reporting will support ongoing management of policing budgets, while also enhancing transparency and engagement with our partners.

Quarter 3 invoicing for the 2024/25 fiscal year have been distributed. As we approach the end of the calendar year, we will continue to work with your Detachment Commander and community to align forecasts with current expenditures and expected costs, to ensure forecasts are as accurate as possible.

Definitions

Municipal Operations: Human Resources Overview

Term	Definition
FTE Utilization	A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. The FTE utilization level refers to the total months filled for all positions within the Detachment/unit.
2024-25 FTE Utilization Plan	Reflects the number of working FTEs planned to be in-place for the current fiscal year.
Revised Plan at Q3	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Operations: Financial Overview

Term	Definition
Fiscal Year-to-Date (YTD)	Reflect the actual expenditures that have been processed or working FTE levels to-date. This does not include any financial or human resource transactions that have not yet been processed.
Revised Plan at Q3	Reflects any adjustments to the forecasted spending plan for the relevant category, to better align with realized expenditures throughout the year.
2024-25 Financial Plan	Reflects the initial financial plan set for each category of expenditure for the current fiscal year.
Detachment Working FTE Levels	Reflects the number of working Regular Members (i.e., police officers) anticipated to be in-place for the current fiscal year.
Divisionally Pooled Costs	<p>Reflects the total of all divisionally pooled costs for Alberta municipalities with a population below 15,000. It includes both direct and indirect costs, including but not limited to the cost categories below:</p> <ul style="list-style-type: none"> • Direct Costs: <ul style="list-style-type: none"> ○ Member Pay, including pay for Regular Members, planned and retroactive pay increases, and overtime pay; ○ Operational equipment, including member equipment, informatics, vehicles, and vehicle fit-up; and/or ○ Unit operations, including fuel costs, training, secret expenses, and other operations and maintenance costs. • Indirect Costs: <ul style="list-style-type: none"> ○ Employee Benefits (i.e., Superannuation, Canada Pension Plan, and Employment Insurance); ○ Recruiting operations, Cadet training (at Depot Division), and the Police Dog Service Training Centre;

Term	Definition
	<ul style="list-style-type: none"> ○ Common IT services, including management of the Police Records and Occurrence System; ○ Complaints and accountability mechanisms through the Civilian Review and Complaints Commission for the RCMP, the RCMP External Review Committee, and enhanced reliability and accountability programs; and/or ○ Other divisional and regional administration services.
Per Capita Rate	This is an average cost per member rate determined by pooling applicable costs for Alberta municipalities with a population below 15,000 and dividing the total by the combined working FTE level for those same municipalities.
Partner Share of Pooled Costs	Reflects the portion of the pooled costs that the Contract Partner pays.
Location-Specific Costs	<p>Reflects costs that are specific to location and are not included in the pooled per capita rate. These costs may include:</p> <ul style="list-style-type: none"> ● Accommodation-related costs, for space occupied in RCMP-owned buildings; ● Overtime pay; ● Guarding costs (e.g., with the Corps of Commissionaires); ● Isolated Post Allowances; and/or ● Public Service Employee pay.
Total Costs after Final Adjustments	Reflects the total costs of all expenditure categories including any cost adjustments.



Stettler Municipal Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		1	1	5	6	0	-100%	-100%	0.3
Drug Enforcement - Trafficking		2	0	2	4	0	-100%	-100%	0.0
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		3	1	8	11	0	-100%	-100%	0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	2	1	0	-100%	-100%	-0.1
TOTAL FEDERAL		4	1	10	12	0	-100%	-100%	0.3
Liquor Act		1	2	2	8	2	100%	-75%	0.8
Cannabis Act		0	0	1	1	0	N/A	-100%	0.1
Mental Health Act		19	21	22	10	30	58%	200%	1.1
Other Provincial Stats		35	22	25	30	32	-9%	7%	0.2
Total Provincial Stats		55	45	50	49	64	16%	31%	2.2
Municipal By-laws Traffic		1	0	2	0	0	-100%	N/A	-0.2
Municipal By-laws		8	2	2	0	3	-63%	N/A	-1.2
Total Municipal		9	2	4	0	3	-67%	N/A	-1.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		5	3	3	2	0	-100%	-100%	-1.1
Property Damage MVC (Reportable)		26	51	36	38	15	-42%	-61%	-3.5
Property Damage MVC (Non Reportable)		2	8	5	4	4	100%	0%	0.0
TOTAL MVC		33	62	44	44	19	-42%	-57%	-4.6
Roadside Suspension - Alcohol (Prov)		1	1	3	5	2	100%	-60%	0.6
Roadside Suspension - Drugs (Prov)		0	1	1	1	0	N/A	-100%	0.0
Total Provincial Traffic		122	158	177	217	81	-34%	-63%	-2.3
Other Traffic		4	3	1	1	0	-100%	-100%	-1.0
Criminal Code Traffic		22	11	9	15	4	-82%	-73%	-3.2
Common Police Activities									
False Alarms		9	10	12	13	10	11%	-23%	0.5
False/Abandoned 911 Call and 911 Act		2	2	3	3	5	150%	67%	0.7
Suspicious Person/Vehicle/Property		77	53	42	16	25	-68%	56%	-14.1
Persons Reported Missing		7	2	0	3	5	-29%	67%	-0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		30	12	13	17	23	-23%	35%	-0.9
Form 10 (MHA) (Reported)		2	0	0	0	0	-100%	N/A	-0.4



Stettler Municipal Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	1	0	0	0	N/A	N/A	-0.1
Robbery		0	3	1	0	0	N/A	N/A	-0.3
Sexual Assaults		2	4	0	2	4	100%	100%	0.2
Other Sexual Offences		1	1	0	1	0	-100%	-100%	-0.2
Assault		18	23	7	12	14	-22%	17%	-1.9
Kidnapping/Hostage/Abduction		0	0	1	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		7	7	6	6	3	-57%	-50%	-0.9
Uttering Threats		15	6	7	5	7	-53%	40%	-1.7
TOTAL PERSONS		43	45	22	26	28	-35%	8%	-4.9
Break & Enter		14	18	7	5	10	-29%	100%	-2.1
Theft of Motor Vehicle		11	9	8	7	6	-45%	-14%	-1.2
Theft Over \$5,000		1	2	2	1	2	100%	100%	0.1
Theft Under \$5,000		34	30	28	16	15	-56%	-6%	-5.2
Possn Stn Goods		10	4	4	3	1	-90%	-67%	-1.9
Fraud		14	7	15	9	8	-43%	-11%	-1.0
Arson		2	0	0	0	0	-100%	N/A	-0.4
Mischief - Damage To Property		19	16	16	9	13	-32%	44%	-1.9
Mischief - Other		5	6	13	10	18	260%	80%	3.0
TOTAL PROPERTY		110	92	93	60	73	-34%	22%	-10.6
Offensive Weapons		9	1	4	4	1	-89%	-75%	-1.3
Disturbing the peace		13	11	15	12	19	46%	58%	1.3
Fail to Comply & Breaches		28	14	6	10	10	-64%	0%	-4.0
OTHER CRIMINAL CODE		15	10	5	10	7	-53%	-30%	-1.6
TOTAL OTHER CRIMINAL CODE		65	36	30	36	37	-43%	3%	-5.6
TOTAL CRIMINAL CODE		218	173	145	122	138	-37%	13%	-21.1



Stettler Municipal Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		1	1	1	0	0	-100%	N/A	-0.3
Robbery		5	3	2	0	0	-100%	N/A	-1.3
Sexual Assaults		7	8	2	7	4	-43%	-43%	-0.7
Other Sexual Offences		6	1	1	4	3	-50%	-25%	-0.3
Assault		85	91	74	61	65	-24%	7%	-7.0
Kidnapping/Hostage/Abduction		2	1	1	2	1	-50%	-50%	-0.1
Extortion		0	2	2	1	1	N/A	0%	0.1
Criminal Harassment		26	26	41	22	25	-4%	14%	-0.6
Uttering Threats		64	37	44	35	29	-55%	-17%	-7.2
TOTAL PERSONS		196	170	168	132	128	-35%	-3%	-17.4
Break & Enter		66	66	39	48	28	-58%	-42%	-9.4
Theft of Motor Vehicle		61	40	35	26	19	-69%	-27%	-9.8
Theft Over \$5,000		8	7	7	9	8	0%	-11%	0.2
Theft Under \$5,000		140	120	107	76	66	-53%	-13%	-19.2
Possn Stn Goods		33	29	19	20	14	-58%	-30%	-4.7
Fraud		59	60	62	49	44	-25%	-10%	-4.1
Arson		7	3	1	0	1	-86%	N/A	-1.5
Mischief - Damage To Property		76	79	73	66	45	-41%	-32%	-7.5
Mischief - Other		52	38	42	49	79	52%	61%	6.5
TOTAL PROPERTY		502	442	385	343	304	-39%	-11%	-49.5
Offensive Weapons		24	13	24	9	8	-67%	-11%	-3.6
Disturbing the peace		61	43	54	64	57	-7%	-11%	1.3
Fail to Comply & Breaches		91	82	52	51	41	-55%	-20%	-13.1
OTHER CRIMINAL CODE		42	40	31	31	23	-45%	-26%	-4.7
TOTAL OTHER CRIMINAL CODE		218	178	161	155	129	-41%	-17%	-20.1
TOTAL CRIMINAL CODE		916	790	714	630	561	-39%	-11%	-87.0



Stettler Municipal Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	1	N/A	0%	0.3
Drug Enforcement - Possession		12	11	12	8	8	-33%	0%	-1.1
Drug Enforcement - Trafficking		6	6	11	13	7	17%	-46%	0.9
Drug Enforcement - Other		0	0	2	0	0	N/A	N/A	0.0
Total Drugs		18	17	25	22	16	-11%	-27%	0.1
Cannabis Enforcement		1	0	0	1	0	-100%	-100%	-0.1
Federal - General		7	8	11	3	7	0%	133%	-0.5
TOTAL FEDERAL		26	25	36	26	23	-12%	-12%	-0.5
Liquor Act		4	8	10	16	9	125%	-44%	1.8
Cannabis Act		1	2	5	1	1	0%	0%	-0.1
Mental Health Act		62	93	93	72	119	92%	65%	9.3
Other Provincial Stats		99	124	70	100	129	30%	29%	3.6
Total Provincial Stats		166	227	178	189	258	55%	37%	14.6
Municipal By-laws Traffic		2	1	2	3	1	-50%	-67%	0.0
Municipal By-laws		32	9	14	6	10	-69%	67%	-4.7
Total Municipal		34	10	16	9	11	-68%	22%	-4.7
Fatals		1	0	1	0	0	-100%	N/A	-0.2
Injury MVC		15	10	9	4	5	-67%	25%	-2.6
Property Damage MVC (Reportable)		105	138	125	158	73	-30%	-54%	-4.4
Property Damage MVC (Non Reportable)		17	10	18	16	16	-6%	0%	0.4
TOTAL MVC		138	158	153	178	94	-32%	-47%	-6.8
Roadside Suspension - Alcohol (Prov)		1	9	11	16	13	1200%	-19%	3.1
Roadside Suspension - Drugs (Prov)		0	2	1	1	1	N/A	0%	0.1
Total Provincial Traffic		457	797	526	835	573	25%	-31%	27.0
Other Traffic		6	5	1	1	1	-83%	0%	-1.4
Criminal Code Traffic		42	45	41	38	31	-26%	-18%	-2.9
Common Police Activities									
False Alarms		52	65	50	51	43	-17%	-16%	-3.2
False/Abandoned 911 Call and 911 Act		21	21	22	14	22	5%	57%	-0.5
Suspicious Person/Vehicle/Property		327	214	169	116	114	-65%	-2%	-52.4
Persons Reported Missing		15	8	3	11	18	20%	64%	0.9
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		115	74	65	76	79	-31%	4%	-7.0
Form 10 (MHA) (Reported)		4	3	4	1	8	100%	700%	0.6



Stettler Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

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	1	N/A	N/A	0.2
Robbery		2	1	0	0	0	-100%	N/A	-0.5
Sexual Assaults		2	4	3	1	8	300%	700%	0.9
Other Sexual Offences		0	5	4	0	2	N/A	N/A	-0.1
Assault		33	20	28	33	14	-58%	-58%	-2.5
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	1	0	0	2	N/A	N/A	0.3
Criminal Harassment		5	7	9	7	10	100%	43%	1.0
Uttering Threats		9	6	22	12	14	56%	17%	1.6
TOTAL PERSONS		51	45	66	53	51	0%	-4%	0.8
Break & Enter		40	34	22	31	33	-18%	6%	-1.7
Theft of Motor Vehicle		38	29	14	13	9	-76%	-31%	-7.4
Theft Over \$5,000		11	8	3	6	12	9%	100%	0.0
Theft Under \$5,000		56	36	34	27	30	-46%	11%	-6.1
Possn Strn Goods		24	25	17	16	14	-42%	-13%	-2.9
Fraud		9	13	18	17	22	144%	29%	3.0
Arson		6	2	0	1	0	-100%	-100%	-1.3
Mischief - Damage To Property		23	23	19	18	19	-17%	6%	-1.3
Mischief - Other		10	12	9	14	27	170%	93%	3.6
TOTAL PROPERTY		217	182	136	143	166	-24%	16%	-14.1
Offensive Weapons		12	11	3	7	8	-33%	14%	-1.2
Disturbing the peace		14	7	4	13	8	-43%	-38%	-0.6
Fail to Comply & Breaches		23	17	14	21	14	-39%	-33%	-1.4
OTHER CRIMINAL CODE		9	8	9	24	13	44%	-46%	2.4
TOTAL OTHER CRIMINAL CODE		58	43	30	65	43	-26%	-34%	-0.8
TOTAL CRIMINAL CODE		326	270	232	261	260	-20%	0%	-14.1



Stettler Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

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		5	3	1	7	1	-80%	-86%	-0.4
Drug Enforcement - Trafficking		1	4	2	5	1	0%	-80%	0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		6	7	3	12	2	-67%	-83%	-0.3
Cannabis Enforcement		0	1	0	0	1	N/A	N/A	0.1
Federal - General		2	1	2	5	5	150%	0%	1.0
TOTAL FEDERAL		8	9	5	17	8	0%	-53%	0.8
Liquor Act		5	4	4	5	5	0%	0%	0.1
Cannabis Act		2	0	1	2	1	-50%	-50%	0.0
Mental Health Act		19	26	26	22	28	47%	27%	1.4
Other Provincial Stats		53	50	34	38	89	68%	134%	6.0
Total Provincial Stats		79	80	65	67	123	56%	84%	7.5
Municipal By-laws Traffic		1	1	1	1	1	0%	0%	0.0
Municipal By-laws		6	6	1	4	5	-17%	25%	-0.4
Total Municipal		7	7	2	5	6	-14%	20%	-0.4
Fatals		1	2	3	1	0	-100%	-100%	-0.3
Injury MVC		25	15	18	22	13	-48%	-41%	-1.7
Property Damage MVC (Reportable)		207	232	232	232	144	-30%	-38%	-12.6
Property Damage MVC (Non Reportable)		16	10	11	11	18	13%	64%	0.5
TOTAL MVC		249	259	264	266	175	-30%	-34%	-14.1
Roadside Suspension - Alcohol (Prov)		1	14	12	10	14	1300%	40%	2.2
Roadside Suspension - Drugs (Prov)		0	1	0	0	0	N/A	N/A	-0.1
Total Provincial Traffic		623	639	311	766	953	53%	24%	78.7
Other Traffic		8	2	1	1	0	-100%	-100%	-1.7
Criminal Code Traffic		39	24	28	24	38	-3%	58%	-0.2
Common Police Activities									
False Alarms		20	16	13	21	17	-15%	-19%	-0.1
False/Abandoned 911 Call and 911 Act		29	22	15	12	11	-62%	-8%	-4.6
Suspicious Person/Vehicle/Property		198	127	75	62	70	-65%	13%	-32.1
Persons Reported Missing		5	3	5	4	6	20%	50%	0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		29	23	11	19	27	-7%	42%	-0.8



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MSD:004/25

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *Municipal Government Act*, is extended to June 10, 2026.

Ministerial Order No. MSD:013/23 is hereby rescinded.

Dated at Edmonton, Alberta, this 29 day of January, 2025.



Ric McIver
Minister of Municipal Affairs

February 13, 2025

Dear Chief Elected Official:

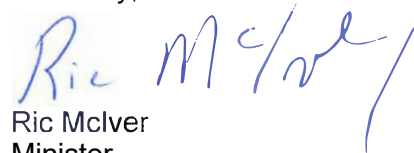
Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards to June 10, 2023. A two-year extension was granted to June 10, 2025, via Ministerial Order No. MSD:013/23.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this year's deadline. My colleague, the Honourable Demetrios Nicolaides, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards by one year, to June 10, 2026, to provide sufficient time to complete these agreements. As a result, Ministerial Order MSD:013/23 is rescinded and Ministerial Order No. MSD:004/25 is now in effect. Please find attached a copy of the new Ministerial Order.

Municipal Affairs advisory staff can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or call toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca, or call the number above for more information.

Sincerely,



Ric McIver
Minister

Attachment: Ministerial Order No. MSD:004/25

cc: Honourable Demetrios Nicolaides, Minister of Education