

Town of Stettler

COUNCIL MEETING

MARCH 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, MARCH 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 18th, 2025 5-11
 - (b) Minutes of the Committee of the Whole Meeting of March 11th, 2025 12-14
4. Delegations

6:35pm – Cheri Neitz, Stettler Hospice Society
5. **Citizen's Forum**
6. Administration
 - (a) Memorandum – 2025 Capital Budget – Truck Tenders 15
 - (b) Memorandum – 2025 Capital Budget – SRC Floor Scrubber 16-19
 - (c) Memorandum – 2025 Capital Budget – Tree Chipper 20-21
 - (d) Memorandum – Station 1 Renovations Regional Priorities 22-23
 - (e) February 2025 Interim Budget Summary 24-25
 - (f) February 2025 Bank Reconciliation 26
 - (g) CAO Reports 27-33
 - (h) Memorandum - Request to Move May 13th Tax Deliberations to May 8th 34
 - (i) Meeting Dates
 - 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.
 - Tuesday, May 6, 2025 – Council – 6:30 p.m.
 - **Tuesday, May 13, 2025 – Tax Budget Deliberations – 4:30 p.m.**
 - Tuesday, May 20, 2025 – Council – 6:30 p.m.

(j) Accounts Payable in the amount of \$1,873,115.56	35-61
(\$89,727.75 + \$670.90 + \$88,323.56 + \$68,198.96 + \$9,410.09 + \$93,910.15 + \$556,145.59 + \$893,460.10 + \$69,090.34 + \$4,178.12)	
7. <u>Council</u>	
(a) Meeting Reports	
8. <u>Minutes</u>	
(a) Minutes of the Heartland Beautification Committee Meeting of February 3, 2025	
(b) Minutes of the Municipal Planning Commission Meeting of February 11, 2025	62-64
(c) Minutes of the Joint Health & Safety Committee Meeting of March 6, 2025	65-68
	69-70
9. <u>Public Hearings</u>	
10. <u>Bylaws</u>	
11. <u>Correspondence</u>	
(a) Consulate-General of Japan in Calgary	71
12. <u>Items Added</u>	
13. <u>In-Camera Session</u>	
14. <u>Adjournment</u>	

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, FEBRUARY 18th, 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
Director of Parks & Leisure Services B. Robbins
RCMP S/Sgt. Cam Russell

Media (2)

Absent:

Call to Order:

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

1/2. Agenda Additions/Approval:

Motion 25:02:18

Moved by Councillor Baker to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. Confirmation of Minutes:

- (a) Minutes of the Regular Meeting of Council held February 4th, 2025

Motion 25:02:19

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on February 4th, 2025 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the February 4th, 2025 Minutes

None

4. Delegations:

- (a) 6:35 p.m. – S/Sgt. Cam Russell, Stettler RCMP - 2025 Update

Mayor Nolls welcomed S/Sgt. C. Russell to the meeting.

S/Sgt. Russell presented the RCMP 2025 Update to the Town of Stettler Council for information as presented.

Mayor Nolls thanked S/Sgt. C. Russell for his presentation.

S/Sgt. C. Russell left the meeting at 6:43 p.m.

5. Citizen's Forum:

- (a) None

6. Administration:

- (a) Parks and Open Spaces Master Plan

Mayor Nolls welcomed Director of Parks & Leisure Services B. Robbins to the meeting.

Director of Parks & Leisure Services provided the Parks and Open Spaces Master Plan to the Town of Stettler Council for information as presented.

Motion 25:02:20

Moved by Councillor Lawlor that the Parks and Open Spaces Master Plan be approved as presented.

MOTION CARRIED
Unanimous

(b) December 2024 Unaudited Interim Budget Summary

Assistant CAO K. Hymers provided the December 2024 Unaudited Interim Budget Summary for Town of Stettler Council to approve as presented.

Motion 25:02:21

Moved by Councillor Lawlor that the Town of Stettler Council approve the December 2024 Unaudited Interim Budget Summary as presented.

MOTION CARRIED
Unanimous

(c) December 2024 Unaudited Capital Budget Summary

Assistant CAO K. Hymers provided the December 2024 Unaudited Capital Budget Summary for Town of Stettler Council to approve as presented.

Motion 25:02:22

Moved by Councillor Randell that the Town of Stettler Council approve the December 2024 Unaudited Capital Budget Summary as presented.

MOTION CARRIED
Unanimous

(d) 2024 Unaudited Reserves

Assistant CAO K. Hymers provided the 2024 Unaudited Reserves for Town of Stettler Council to approve as presented.

Motion 25:02:23

Moved by Councillor Baker that the Town of Stettler Council approve the 2024 Unaudited Reserves as presented.

MOTION CARRIED
Unanimous

(e) December 2024 Bank Reconciliation

Assistant CAO K. Hymers provided the December 2024 Bank Reconciliation for Town of Stettler Council to approve as presented.

Motion 25:02:24

Moved by Councillor Smith that the Town of Stettler Council approve the December 2024 Bank Reconciliation as presented.

MOTION CARRIED
Unanimous

(f) January 2025 Interim Budget Summary

Assistant CAO K. Hymers provided the January 2025 Interim Budget Summary for Town of Stettler Council to approve as presented.

Motion 25:02:25

Moved by Councillor Barros that the Town of Stettler Council approve the January 2025 Interim Budget Summary as presented.

MOTION CARRIED
Unanimous

(g) January 2025 Bank Reconciliation

Assistant CAO K. Hymers provided the January 2025 Bank Reconciliation for Town of Stettler Council to approve as presented.

Motion 25:02:26

Moved by Councillor Baker that the Town of Stettler Council approve the January 2025 Bank Reconciliation as presented.

MOTION CARRIED
Unanimous

(h) CAO Reports

Motion 25:02:27

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

MOTION CARRIED
Unanimous

(i) Memorandum – Request to Cancel Regular Council Meeting of Tuesday, March 4, 2025 at 6:30 p.m.

CAO L. Graham advised the Town of Stettler Council approve the request to cancel the Regular Council Meeting on Tuesday, March 4, 2025 due to the Alberta Municipalities Conference.

Motion 25:02:28

Moved by Councillor Randell that the Town of Stettler Council approve the request to cancel the Regular Council Meeting of Tuesday, March 4, 2025 at 6:30 p.m. as presented.

MOTION CARRIED
Unanimous

(j) 2025 Capital Budget

Assistant CAO K. Hymers provided the 2025 Capital Budget for Town of Stettler Council to approve as presented.

Motion 25:02:29

Moved by Councillor Barros that the Town of Stettler Council approve the 2025 Capital Budget as presented.

MOTION CARRIED
Unanimous

(k) Request for Decision – SRC Hot Water Storage Tank Replacements

B. Robbins advised, 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 unit 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.

A Request for quotes 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*

B. Robbins 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.

Motion 25:02:30

Moved by Councillor Pfeiffer 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.

MOTION CARRIED
Unanimous

B. Robbins left the meeting at 7:02 p.m.

(l) Meeting Dates

- 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.
- 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
(\$116,715.74 + \$204,370.71 + \$3,911.73 + \$6,325.00 + \$226,022.95 + \$1,943.94)

Motion 25:02:31

Moved by Councillor Baker that the Accounts Payable in the amount of \$559,290.07 be paid as presented.

MOTION CARRIED
Unanimous

7. Council: Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

February 5 – Talk of the Town
February 7 – Signed Cheques, reviewed Capital Budget Meeting
February 10 – Economic Development
February 11 – Stettler Board of Trade and AGM
February 11 – Capital Budget Deliberations
February 12 – Zoom Call with AHS Recruiter
February 14 – Stettler Waste Management Authority
February 14 – Reviewed Agenda

(b) Councillor Baker

February 10 – Stettler Board of Trade
February 11 – Municipal Planning Commission
February 11 – Board of Trade AGM & Regular Meeting
February 11 - Capital Budget Deliberations
February 13 – Emerging Trends with Brownlee LLP
February 14 – Stettler Waste Management Authority

(c) Councillor Barros

February 6 – Festival of Lights Meeting
February 11 – Capital Budget Deliberations
February 12 – Heartland Beautification Committee
February 13 – Emerging Trends with Brownlee LLP

(d) Councillor Lawlor

February 6 – Parkland Regional Library System
February 10 – Stettler Public Library
February 11 – Municipal Planning Commission
February 11 – Consulate of Japan Birthday Celebration
February 11 – AGM Stettler Board of Trade
February 11 – Capital Budget Deliberations
February 13 – Emerging Trends with Brownlee LLP

(e) Councillor Pfeiffer

February 11 – Stettler Board of Trade
February 11 – Capital Budget Deliberations
February 13 – Emerging Trends with Brownlee LLP

(f) Councillor Randell

February 10 – Economic Development
February 11 – Capital Budget Deliberations
February 11 – Municipal Planning Commission
February 13 – Emerging Trends with Brownlee LLP

(g) Councillor Smith

February 11 – Municipal Planning Commission
February 11 – Capital Budget Deliberations
February 12 – Heartland Beautification Committee
February 13 – Emerging Trends with Brownlee LLP

Motion 25:02:32

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

MOTION CARRIED
Unanimous

8. Minutes: (a) Minutes of the Parks and Open Spaces Planning Committee Meeting of February 3, 2025

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

Motion 25:02:33

Moved by Councillor Lawlor that the Town of Stettler Council accept the minutes for items (a-b) for information as presented.

MOTION CARRIED
Unanimous

9. Public Hearing: (a) None

10. Bylaws: (a) None

11. Correspondence: (a) RCMP 3rd Quarter – Community Policing Report

(b) Minister McIver – Joint Use & Planning Agreement

Motion 25:02:34

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the correspondence items (a-b) for information as presented.

MOTION CARRIED
Unanimous

12. Items Added: (a) None

13. In-Camera Session: (a) Committee Updates & Review – FOIP – Section 21(1) – Disclosure harmful to intergovernmental relations

Motion 25:02:35

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

MOTION CARRIED
Unanimous at 7:34 p.m.

(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

Motion 25:02:36

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

MOTION CARRIED
Unanimous at 8:22 p.m.

Motion 25:02:37

Moved by Councillor Barros that the Town of Stettler Council commit to the Habitat for Humanity project and site Selection will be brought back to Council once the project is selected.

MOTION CARRIED
Unanimous

Motion 25:02:38

Moved by Councillor Randell that the Town of Stettler Council accept the information and send a letter back from the CAO and Mayor.

MOTION CARRIED
Unanimous

14. Adjournment:

Motion 25:02:39

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

MOTION CARRIED
Unanimous at 8:23 p.m.

Mayor

Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
MARCH 11, 2025

Present: Mayor S. Nolls

Councillors K. Baker, G. Lawlor, S. Pfeiffer, & W. Smith

CAO L. Graham

Assistant CAO K. Hymers

Director of Operations M. Robbins

Manager Stettler Regional Fire Department I. Dijkstra

Media (0)

Call to Order: Mayor Nolls called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions

2. Agenda Approval

Moved by Councillor Baker that the agenda be approved as presented.

MOTION CARRIED

Unanimous

3. Memorandum – Station 1 Renovations Regional Priorities

Manager Stettler Regional Fire Department I. Dijkstra presented the Station 1 Renovations Regional Priorities to the Town of Stettler Council for information as presented.

The following is a list of design/costing priorities, created by the Regional Manager, as developed from the individual municipalities' design priorities. The municipalities' individual contributions to the funding of this project will need to be determined after estimated costs are available for this project. However, generally funding contributions will fall along the line of which municipality, or municipalities, will derive the benefit from the renovations. For example: immediate needs/priorities items 2, 3, and 4: both municipalities are expected to contribute funding to those items as both municipalities derive benefit from those items. For project time staging immediate needs/priorities items 1, 2, and 3 will need to be completed before item 4 to allow for the continued operations of Stettler Regional Fire Department Station 1.

The desired want item is added to this pre-design/costing stage of the project to explore the costs of future proofing the design of this renovation. The size of the current site, underground utilities, the footprint of the current fire hall, and the envisioned additional footprint to the fire hall, severely limits the possibility of any future ground level addition.

Immediate Needs/Priorities:

1. One bay 23' ID x 60' ID x 18'8" from floor to bottom of truss. Mirror the existing Aerial bay with 18" higher ceiling – to provide space for new Town engine.
2. Increase Classroom Space – provide for a floor space equal to 23' ID x 50' ID and 18'8" from floor to bottom of truss. The west end of this space would be used for the female bathroom and mechanical room as described in 3 A) and B). The bay to be constructed in such a way that allows for future conversion to an apparatus bay.

3. A) Female Bathroom –provide a female bathroom area 8'5' wide x minimum 19' long. Located on the west side within the area provisioned for the classroom.
B) Mechanical Room –provide a mechanical room above the female bathroom
4. Office Space –reprovision the existing classroom space with one separate office, and a bullpen area for at least three cubicles. Leaving the existing kitchen in place and changing the existing office into small meeting room.

Desired Wants

1. Compare cost to immediately add second floor above area provisioned for classroom for future conversion to classroom with washroom and kitchen area, and change the area described in 2) to apparatus bay to allow for improved staging egress of apparatus and in-house mechanical work bay.

Moved by Councillor Baker that the Committee of the Whole accept the presentation for Information and bring back to Regular Council Meeting for further discussion on the priorities of the renovation so the architect can move further in the planning phase.

MOTION CARRIED
Unanimous

4. AB Muni's Preliminary Analysis of Alberta's 2025 Budget

CAO L. Graham presented the AB Muni's Preliminary Analysis of Alberta's 2025 Budget to the Town of Stettler Council for information as presented.

Alberta Municipalities is pleased to provide our members with this preliminary analysis of the 2025-26 Alberta Budget. This budget focuses on meeting the demands of growth and economic uncertainty. Municipalities provide the foundational infrastructure and services that support Alberta's population and economy. Our analysis examines how the provincial government is meeting the needs of municipalities and areas for improvement. It is our hope that this will lead to ongoing conversations between municipal councils and the Alberta Government on the various challenges facing communities.

5. In-Camera – Committee Updates & Review – FOIP – Section 21(1) – Disclosure Harmful to Intergovernmental Relations

Moved by Councillor Pfeiffer that the Committee of the Whole move into an In-Camera Session with the CAO, the Assistant CAO, and the Director of Operations present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 5:04 p.m.

Moved by Councillor Smith that the Committee of the Whole return to the regular meeting.

MOTION CARRIED
Unanimous at 5:51p.m.

6. Additions
7. Adjournment
8. Moved by Councillor Pfeiffer that the Committee of the Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:51p.m.

Mayor

Assistant CAO

MEMORANDUM

Date: March 11, 2025

To: Leann Graham
CAO

From: Melissa Robbins
Director of Operational Services

Re: 2025 Capital Budget – Truck purchase

Summary:

2025 Capital Budget included \$70,000 to purchase a 3/4-ton truck. Tender packages were prepared and sent to the three local dealerships.

Summary of tenders:

Specifications on fleet trucks are stipulated based on departmental needs and workload efficiency. This current purchase is for a ¾ ton extended cab 4x4 truck. We received bids from two local dealerships.

Aspen Ford	\$59,249.00
Aspen Ford	\$64,595.00 (slightly upgraded model with aluminum wheels and xm radio)
Stettler Dodge	\$67,595.00 (crew cab, not extended cab).

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the tender and truck purchase to Aspen Ford for \$59,249.00, excluding GST utilizing \$8,000 from the remaining budget to outfit the truck with headache rack, radios and toolbox for a total expenditure of \$67,249.00 funded through the 2025 Capital Budget.

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins

Date: March 12, 2025

Re: **2025 Capital Budget - SRC Floor Scrubber**

Background:

2025 Capital Budget included \$12,000 to purchase a new floor scrubber for the Stettler Recreation Centre. Pricing was sourced through Canoe Procurement Group of Canada as part of the Rural Municipality Discount program.

Request was for a T300e Walk Behind Scrubber to replace our current T300e Scrubber. The current Scrubber will be moved to the Stettler Community Hall with the current Community Hall Scrubber being put into the town sale.

Summary of Canoe Procurement Pricing:

T300e Walk Behind Floor Scrubber	\$12,499.00
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GST is not included in the price

Recommendation:

Administration is recommending that council authorize the purchase of a new floor scrubber for the Stettler Recreation Centre from Canoe Procurement Group of Canada at a cost of \$12,499 plus GST

Quotation



W.E. GREER LIMITED,
14704-119 AVE.,
EDMONTON AB T5L 2P1
Phone: (780) 451-1515
Fax: (780) 451-2405

Page	1
Quote #	0024025
Quote Date	02/26/25
Reference	

Sold To: TOS131
*TOWN OF STETTLER
C/O RMA/CANOE
2510 SPARROW DRIVE
NISKU, AB T9E 8N5

Ship To: 00000
STETTLER REC CENTRE
AQUATIC MANAGER
6202 - 44 AVENUE
STETTLER AB T0C 2L0
Phone: (403) 742-4411
Fax: -
Contact: Desirae Perry

Item Code	Description	UOM	Qty Ord	Price	Ds	Extension
33T300E-500-D	T300e WALK BEHIND SCRUBBER 20" DISC BASE T300E-500-D	EA	1.0000	12,499.00	0	12,499.00
49IC-T300E	INSTA-CLICK T300E #IC-T300E	EA	1.0000	0.00	0	0.00
33SELPT300E	Self Propcl SELF-T300E	EA	1.0000	0.00	0	0.00
34T1275AGM	BATTERY 12V 130AH T1275-AGM	EA	2.0000	0.00	0	0.00
339013847	Charger, On Board 13A 85-265V AC 50/60Hz 1Ph 9013847	EA	1.0000	0.00	0	0.00
339013833	Single Down Pressure 9013833	EA	1.0000	0.00	0	0.00
35J209197	PAD DRIVER (209197	EA	1.0000	0.00	0	0.00
488170	20" RED BUFFER PAD (3100) ***EQUIPMENT SALE***	EA	1.0000	0.00	0	0.00
Total						12,499.00

QUOTE PRICE DOES NOT INCLUDE GST

Quote Prepared by: Greer To-Go Ret.

A \$10.00 freight charge applies to each order.
All quotations are subject to change after 30 days from date shown above.
Thank you for the opportunity to provide this quote and for supporting a locally owned Alberta business.

T300e WALK-BEHIND FLOOR SCRUBBER



The innovative high performance scrubber designed to reduce costs to clean, improve facility image & provide a safe environment for your staff.



KEY BENEFITS

Cost Effective & Reliable

- Improved and durable components extend machine life and reduce cost of ownership.
- Effective scrubbing capabilities for clean, safe floors in fewer passes.

Versatile Cleaning Performance

- Outstanding water pick-up for reduced slip and fall accidents.
- Minimize water consumption with optional ec-H₂O NanoClean® technology.
- Quiet 67 dBA noise level for daytime cleaning with minimal disruption.

Easy Operation & Maintenance

- Easy to use with ergonomic design delivers foot activated squeegee to minimize bending and wider handle for improved machine operation.
- Optional Insta-Click™ head for easy, low-touch pad attachment and removal.

KEY FEATURES

Multiple Head Options

- Head types with high down pressure and RPM's for excellent cleaning results.
- Fit your cleaning solutions and optimize cleaning performance for specific areas.



Insta-Click™

- Optional magnetic head allows pads and brushes to be ergonomically positioned and results in faster installation.



Improved Squeegee Design

- Helps ensure dirt and soils are removed from the floor for reduced risk of slip-and-fall accidents, and yellow touch points simplifies preventative maintenance and training requirements.



Stone Care Daily Maintenance Capabilities

- A complete floor care process that restores the natural beauty of porous stone and produces a remarkable, long-lasting shine with the 3M Stone Floor Protection System.



EXCLUSIVE TECHNOLOGY

ec-H₂O NanoClean® technology electrically converted water is created by an on-board e-cell that generates millions of very tiny microscopic bubbles known as nanobubbles that promote the cleaning efficacy of the solution. This next generation solution offers the same great benefits of the first generation and now cleans better and cleans more soils in more applications.



Scan this cover for virtual demo or download App



T300e WALK-BEHIND FLOOR SCRUBBER

	SMALL FLOOR		MID FLOOR		BRUSH DRIVE	CYLINDRICAL	CORNER
	23 in/584 mm Wet/100AH	26 in/660 mm Wet/150AH	23 in/584 mm Wet/100AH	26 in/660 mm Wet/150AH	23 in/584 mm Wet/100AH	26 in/660 mm Wet/150AH	20 in/508 mm Wet/100AH
Productivity (per hour)							
Theoretical Max	17,000 ft ² /1,579 m ²		20,000 ft ² /1,858 m ²		24,000 ft ² /2,230 m ²	20,000 ft ² /1,858 m ²	20,000 ft ² /1,858 m ²
Estimated Coverage*							
Conventional	9,340 ft ² /868 m ²	12,453 ft ² /1,157 m ²	11,208 ft ² /1,041 m ²	14,943 ft ² /1,388 m ²	18,264 ft ² /1,697 m ²	14,943 ft ² /1,388 m ²	14,943 ft ² /1,388 m ²
ec-H2O NanoClean®	9,668 ft ² /898 m ²	12,691 ft ² /1,198 m ²	11,602 ft ² /1,078 m ²	15,469 ft ² /1,437 m ²	18,906 ft ² /1,756 m ²	15,469 ft ² /1,437 m ²	15,469 ft ² /1,437 m ²
BRUSH DRIVE SYSTEM							
Scrub motor	24 VDC, 1 hp/0.75 kW		24 VDC, 1 hp/0.75 kW		24 VDC, 1 hp/0.75 kW	24 VDC, 1 hp/0.75 kW	0.6 hp/0.45 kW
Brush/pad RPM	230 rpm		230 rpm		285 rpm	1,065 rpm	2,200 rpm
Brush/pad pressure	47 lbs/21 kg Optional 86 lbs/39 kg		51 lbs/23 kg Optional 90 lbs/41 kg		57 lbs/26 kg Optional 97 lbs/44 kg	53 lbs/24 kg Optional 64 lbs/29 kg	63 lbs/29 kg Optional 109 lbs/49 kg
SOLUTION/RECOVERY SYSTEM							
Solution tank capacity	11 gal/42 L		11 gal/42 L		11 gal/42 L	11 gal/42 L	11 gal/42 L
Recovery tank capacity	14 gal/53 L		14 gal/53 L		14 gal/53 L	14 gal/53 L	14 gal/53 L
Vacuum motor	24 VDC, 0.5 hp/0.37 kW		24 VDC, 0.5 hp/0.37 kW		24 VDC, 0.5 hp/0.37 kW	24 VDC, 0.5 hp/0.37 kW	24 VDC, 0.6 hp/0.37 kW
Vacuum waterlift	34.5 in / 876 mm		34.5 in / 876 mm		34.5 in / 876 mm	34.5 in / 876 mm	34.5 in / 876 mm
CLEANING TECHNOLOGY							
Conventional	Standard		Standard		Standard	Standard	Standard
ec-H2O NanoClean®	Optional		Optional		Optional	Optional	Optional
BATTERY SYSTEM							
System voltage	24 volt		24 volt		24 volt	24 volt	24 volt
Battery types (Wet 105AH, Wet 130AH, Wet 150AH, Sealed AGM 140AH)	2 required		2 required		2 required	2 required (150AH wet & 140AH sealed only)	2 required
Battery run time (up to hours)	3.6	3.3	3.1	2.8	2.8	2.5	3.7
On-board charger	Standard		Standard		Standard	Standard	Standard
Off-board charger	Optional		Optional		Optional	Optional	Optional
MACHINE SPECIFICATIONS							
Length	51.25 in/1,302 mm		54 in/1,372 mm		51.75 in/1,314 mm	50.50 in/1,283 mm	49 in/1,245 mm
Width	20 in/500 mm		22 in/559 mm		26 in/660 mm	25 in/635 mm	20.5 in/521 mm
Height	43.10 in/1,095 mm		43.10 in/1,095 mm		43.10 in/1,095 mm	43.10 in/1,095 mm	43.10 in/1,095 mm
Weight (without batteries)	220 lbs/98 kg	230 lbs/104 kg	230 lbs/104 kg	240 lbs/109 kg	250 lbs/113 kg	250 lbs/113 kg	255 lbs/116 kg
Weight (with batteries)	366 lbs/166 kg	390 lbs/177 kg	376 lbs/171 kg	400 lbs/181 kg	410 lbs/186 kg	410 lbs/186 kg	415 lbs/188 kg
Sound level (operator's ear)	67 dBA		67 dBA		67.7 dBA	68.7 dBA	67.5 dBA

WARRANTY

See your local representative for warranty information.

* Estimated coverage rates use the practical speed and empty/fill time standards from the 2004 ISSA Cleaning Times handbook.
 ** Run times are based on Continuous Scrubbing Run Times.
 *** Sound levels per ISO 11201 as recommended by the American Association of Cleaning Equipment Manufacturers & OSHA.

Specifications subject to change without notice.



ec-H2O NanoClean® technology is NFSI (National Floor Safety Institute) Certified



ec-H2O NanoClean technology is registered by NSF International

SEEING IS BELIEVING

For a demonstration or additional information,
 call +1.800.553.8033 or email info@tenantco.com

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 Minneapolis, MN 55422 USA

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1.063.003.en-en T300e Brochure 6/16
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www.tenantco.com
info@tenantco.com

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins

Date: March 11, 2025

Re: **2025 Capital Budget - Tree Chipper**

Background:

2025 Capital Budget included \$70,000 to purchase a new tree chipper for the Town of Stettler. Pricing was sourced through Canoe Procurement Group of Canada as part of the Rural Municipality Discount program.

Request was for a Vermeer Tree Chipper to replace our current Vermeer Tree Chipper that was originally purchased in 1996. The current Vermeer Tree Chipper will go to public auction. A representative from Michener Allan has looked at the chipper and has given a realistic number of low to high between \$7,000-\$10,000 in auction.

Summary of Canoe Procurement Pricing:

Vermeer BC1000XL – Brush Chipper	\$61,826.96
Freight	\$5,370.00
Pre Delivery Inspection	<u>\$2,634.00</u>
Total	\$69,830.96
Confidence Plus Base Warranty (Additional 24 months and 2000 hrs from One year and 1000 hrs as part of purchase)	<u>\$3,800.00</u>
Total	\$73,630.96

Quote does not include GST.

Recommendation:

Administration is recommending that council authorize the purchase of a new Vermeer Tree Chipper with Confidence Plus Premium Warranty for the Town of Stettler from Canoe Procurement Group of Canada at a total cost of \$73,630.96.



¶
 ¶
 ¶
 Town of Stettler ¶
 Canoe # AB2262 → → → → → → → ¶
 Contract # 031721-VRM ¶

.....BC1000XL -- Brush Chipper
March 11, 2025 ¶

¶
 ¶
 The following is a detailed quotation on the BC1000XL Gas Engine Brush Chipper Unit. ¶

New Vermeer BC1000XL Gas Engine Brush Chipper complete with the following features: ¶

- → 12" Capacity Drum Style Brush Chipper, 12" X 17" Opening ¶
- → 72 Horse Power Gas Engine ¶
- → Ecolde Engine Control System -- Automatically Lowers Engine RPM when Material is not being Chipped. ¶
- → Air Cleaner 2 Stage Dry with Safety Element ¶
- → 20 Gallon Fuel Tank ¶
- → Vermeer Smartfeed System Monitors Engine RPM ¶
- → 5200 lbs. Rubber Torsion Axle ¶
- → Tires ST 225/75/R15 Load Range D ¶
- → Clutchless PTO with Belt Tensioner ¶
- → Chute Rotation Angle 270 Degrees ¶
- → **Upper and Lower Feed Stop Bar for Safety** ¶
- → 1 Year/1,000 Hour Parts and Labour Standard Vermeer Limited Warranty ¶

→ → → → → → → → → → → Price: \$61,826.96 ¶
 → → → → → → → → → → → Freight: \$5,370.00 ¶
 → → → → → → → → → → → Pre-Delivery Inspection: \$2,634.00 ¶
 → → → → → → → → → → → **Total: \$69,830.96** ¶

¶
 All Taxes are extra. ¶
 Quote valid for 7 days ¶

¶
 Thank you for the opportunity to present this quote. We look forward to partnering with you in your equipment, parts and service needs. ¶

¶
 Sincerely, ¶
 ¶
 Brian Moore ¶
 Territory Manager ¶
 Vermeer Canada Inc. ¶



Stettler Regional Fire Department

PO Box 280, 4805 47 Avenue, Stettler, Alberta T0C 2L0
Phone: 403-742-2083 E-Mail: fire@srfd.net

Date: February 21, 2025
To: Leann Graham, CAO Town of Stettler
Yvette Cassidy, CAO County of Stettler
From: Ivan Dijkstra – Manager Stettler Regional Fire Department
Subject: Station 1 Renovations Regional Priorities

The following is a list of design/costing priorities, created by the Regional Manager, as developed from the individual municipalities' design priorities. The municipalities' individual contributions to the funding of this project will need to be determined after estimated costs are available for this project. However, generally funding contributions will fall along the line of which municipality, or municipalities, will derive the benefit from the renovations. For example: immediate needs/priorities items 2, 3, and 4: both municipalities are expected to contribute funding to those items as both municipalities derive benefit from those items. For project time staging immediate needs/priorities items 1, 2, and 3 will need to be completed before item 4 to allow for the continued operations of Stettler Regional Fire Department Station 1.

The desired want item is added to this pre-design/costing stage of the project to explore the costs of future proofing the design of this renovation. The size of the current site, underground utilities, the footprint of the current fire hall, and the envisioned additional footprint to the fire hall, severely limits the possibility of any future ground level addition.

Immediate Needs/Priorities:

1. One bay 23' ID x 60' ID x 18'8" from floor to bottom of truss. Mirror the existing Aerial bay with 18" higher ceiling – to provide space for new Town engine.
2. Increase Classroom Space – provide for a floor space equal to 23' ID x 50' ID and 18'8" from floor to bottom of truss. The west end of this space would be used for the female bathroom and mechanical room as described in 3 A) and B). The bay to be constructed in such a way that allows for future conversion to an apparatus bay.



Stettler Regional Fire Department

PO Box 280, 4805 47 Avenue, Stettler, Alberta T0C 2L0

Phone: 403-742-2083 E-Mail: fire@srfd.net

3. A) Female Bathroom – provide a female bathroom area 8’5’ wide x minimum 19’ long. Located on the west side within the area provisioned for the classroom.
B) Mechanical Room – provide a mechanical room above the female bathroom
4. Office Space – reprovision the existing classroom space with one separate office, and a bullpen area for at least three cubicles. Leaving the existing kitchen in place and changing the existing office into small meeting room.

Desired Wants

1. Compare cost to immediately add second floor above area provisioned for classroom for future conversion to classroom with washroom and kitchen area, and change the area described in 2) to apparatus bay to allow for improved staging egress of apparatus and in-house mechanical work bay.

2025 Budget Summary - February 28, 2025

Revenue	2025 Budget	2025 Actual - Feb 28, 2025	Variance	%	Notes
Administration	\$274,020.00	\$22,340.50	\$251,679.50	8.15%	
	Inter Dept Utility Transfer - \$250,000)				
Police	\$598,512.00	\$5,612.40	\$592,899.60	0.94%	MSI Operating - \$104,896
	Traffic Fines - Budget - \$60,000 - Actual - \$4,050.44 - 7%				
	Provincial Grant - \$347,616				
	Community Resource Program - Clearview \$40,000 / County - \$40,000				
Fire	\$226,309.00	\$14,819.15	\$211,489.85	6.55%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$113,700.00	\$117,385.00	-\$3,685.00	103.24%	
	Business Licenses Budget - \$90,000 - Actual \$97,250 / Animal License Budget \$21,700 - Actual \$19,835				
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	\$302,447.40	\$3,314,797.60	8.36%	
	Metered sale of water (Budget - \$2,277,495 - Actual \$168,836.92 = 7% - end of January - 8%)				
	Metered out of Town (Budget - \$1,223,350 - Actual \$122,103.50 = 10% - end of January - 8%)				
	Bulk water - Budget - \$25,000 - Actual - \$1,299.85 - 5%				
Sewer	\$1,050,401.00	\$82,460.41	\$967,940.59	7.85%	
	Sewer Service Charges (Budget - \$1,026,401 - Actual \$82,460.41 = 0% - end of January - 8%)				
Garbage Collection & Disposal	\$984,577.00	\$77,348.66	\$907,228.34	7.86%	SWMA haul rebate - \$26,351
	Residential Garbage Revenue (Budget - \$712,320 - Actual \$57,615.14.00 = 8% - end of January - 8%)				
	Recycling Revenue (Budget - \$237,600 - Actual \$19,593.52 = 8% - end of January - 8%)				
FCSS	\$164,220.00	\$41,054.93	\$123,165.07	25.00%	
Cemetery	\$23,600.00	\$3,675.00	\$19,925.00	15.57%	
Planning & Development	\$44,500.00	\$2,586.19	\$41,913.81	5.81%	
	Building Permits (Budget - \$30,000 - Actual - \$884.50)				
Economic Development - BOT	\$163,670.00	\$41,603.20	\$122,066.80	25.42%	
Subdivision Land	\$500.00	\$0.00	\$500.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$297,617.00	\$67,704.38	\$229,912.62	22.75%	
	AE Kennedy Health Unit - \$216,362				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$2,500.00	\$460.00	\$2,040.00	18.40%	
Recreation Programs	\$27,300.00	\$1,953.67	\$25,346.33	7.16%	Ball / Soccer
Facilities	\$1,168,625.00	\$157,766.63	\$1,010,858.37	13.50%	County / Pool / SRC
Community Hall	\$44,000.00	\$4,050.00	\$39,950.00	9.20%	
Senior's Center	\$16,500.00	\$5,617.37	\$10,882.63	34.04%	\$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	-\$2,162.65	\$9,889,699.78	-0.02%	
Other Revenue	\$2,784,589.00	\$340,419.04	\$2,444,169.96	12.23%	
	Franchise Fee - GAS (Budget - \$1,281,544 - Actual \$152,093.28 = 12% - end of January - 8%)				
	Franchise Fee - ELECTRIC (Budget - \$826,645 - Actual \$74,287.97 = 9% - end of January - 8%)				
	Return on Investments (Budget - \$600,000 - Actual - \$75,379.07) = 13%				
Total Revenue	\$21,679,335.13	\$1,287,141.28	\$20,392,193.85	5.94%	

Expense	2025 Budget	2025 Actual - February 28, 2025	Variance	%	Notes
Council & Legislative	\$255,080.00	\$32,910.19	\$222,169.81	12.90%	
Council Honorarium (Budget - \$186,080)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$1,828.75 = 11%)					
Administration	\$1,373,899.00	\$59,159.47	\$1,314,739.53	4.31%	
Police	\$1,871,491.00	\$10,457.16	\$1,861,033.84	0.56%	
RCMP - Contract Billings \$1,724,841					
Fire	\$985,873.00	\$21,168.77	\$964,704.23	2.15%	
Disaster Services	\$46,741.00	\$37.38	\$46,703.62	0.08%	
Bylaw Enforcement	\$201,958.00	\$15,862.33	\$186,095.67	7.85%	
Common Services	\$268,889.00	\$49,564.06	\$219,324.94	18.43%	
Roads, Streets, Walks, Lights	\$2,147,419.00	\$236,869.95	\$1,910,549.05	11.03%	
Airport	\$58,228.00	\$1,486.70	\$56,741.30	2.55%	
Water Supply & Distribution	\$3,460,077.00	\$254,074.54	\$3,206,002.46	7.34%	
Sewer	\$768,717.00	\$60,188.80	\$708,528.20	7.83%	
Garbage Collection & Disposal	\$848,312.00	\$26,972.14	\$821,339.86	3.18%	
FCSS	\$205,275.00	\$51,318.75	\$153,956.25	25.00%	
Cemetery	\$68,720.00	\$5,270.92	\$63,449.08	7.67%	
Comm Services -Handi Bus	\$25,000.00	\$0.00	\$25,000.00	0.00%	
Planning & Development	\$395,830.00	-\$7,232.18	\$403,062.18	-1.83%	
Economic Development	\$600,661.00	\$43,609.10	\$557,051.90	7.26%	
Subdivison Land	\$53,690.00	\$5,981.56	\$47,708.44	11.14%	
Land, Housing & Rentals	\$49,870.00	\$5,705.33	\$44,164.67	11.44%	
Recreation - General	\$133,750.00	\$15,685.55	\$118,064.45	11.73%	
Recreation Programs	\$65,500.00	\$3,498.93	\$62,001.07	5.34%	
Facilities	\$2,882,898.00	\$275,026.47	\$2,607,871.53	9.54%	
Culture	\$348,987.00	\$80,003.06	\$268,983.94	22.92%	Parkland, Library, Museum
Community Hall	\$110,460.00	\$13,052.20	\$97,407.80	11.82%	
Senior's Center	\$7,690.00	\$3,287.18	\$4,402.82	42.75%	
Parks	\$730,724.00	\$44,120.25	\$686,603.75	6.04%	
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	\$20,569,886.13	\$1,308,078.61	\$19,261,807.52	6.36%	
Surplus / Deficit	\$1,109,449.00	-\$20,937.33			

TOWN OF STETTLER
CU BANK RECONCILIATION for Vision Credit Union
AS OF Feb 28 , 2025

Net Balance at End of Previous Month	\$	12,507,464.39
ADD: General Receipts (summarized below)		1,183,754.81
Interest Earned (Prime 7.20% less 2% = 5.20%)		34,505.80
Investments Matured		-
SUBTOTAL		13,725,725.00
LESS: General Disbursements		919,067.94
Payroll		303,861.20
Investments		-
Debenture Payments		-
Returned Cheques		1,428.84
Bank Charges		2,050.70
SUBTOTAL		1,226,408.68
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	12,499,316.32

Balance at End of Month - Bank		12,604,742.20
ADD: Outstanding Deposits		53,548.01
LESS: Outstanding Cheques		158,973.89
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	12,499,316.32

<u>INVESTMENTS:</u>		
US Bank Account		502,769.17
US Bank Interest		96.42
SUBTOTAL		502,865.59

TOTAL CASH ON HAND AND ON DEPOSIT **\$ 13,002,181.91**

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

MAYOR ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3			
4	Apex	Franchise Fee	159,697
5	Atco Electric	Franchise Fee	78,002
6	BOT	SREV	10,140
7	County Of Stettler	Rec Agree	48,867
8	Hi Way 12/21	Water	38,309
9	Health Unit	Rental	17,799
10	Public Library	SREV	29,958
11	SMRWSC	Water	67,284
12	Transportation	2024 Highway 12/56	38,309
13	Tax	AR	320,755
14	Utility	AR	287,520
15	Other		87,115
16		Total	1,183,755

TO: Town of Stettler Council

DATE: 2025 03 18

FROM: Leann Graham
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – FEBRUARY 2025

CAO – LEANN GRAHAM

- o To be provided at a later date

ASSISTANT CAO – KIM HYMERS

1. Meetings attended included:
 - o Council
 - o Staff
 - o Department Head
 - o Committee of the Whole
 - o Brownlee
 - o Better Workplace Webinar
 - o Culture Transformation Webinar
 - o Capital Budget Deliberations
 - o Town Life Planning
 - o Emerging Trends
 - o Joint Town and County Meeting
 - o Trinus – Agreement Review
 - o Trade show planning
 - o HPA&R Committee Meeting
 - o FOIP Roundtable
 - o Alberta Budget Release
 - o Alberta Municipalities – Budget Review

2. Projects worked on included:
 - o Policy Review – read and review policies
 - o Bylaw Review – read and review bylaws
 - o Financial Reports
 - o Month End Financial Reporting
 - o Capital Account Reconciliations
 - o 2024 Capital Budget - Finalization of expenses
 - o 2025 Capital Budget- Finalization and Memo
 - o 10 year plan – update all departments into master
 - o SRO Review and Billing
 - o Bank Reconciliation Review
 - o Detailed review of Financial Statement
 - o Tangible Capital Asset Spreadsheet
 - o Journal Entries Review
 - o Review of all account reconciliations

- o F9 Reports Update
- o Continued training with Manager of Accounting & Financial Services
- o Financial Information Return Finalization
- o Financial Statement Finalization
- o Review Year end Binders for Auditors

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

- Water Reservoir –project ongoing, isolation valve budget discussions
- Circular Materials Webinar
- CUPE – Letter of Understanding(s)
- Cold Storage Replacement construction continues
- Town Life Planning and articles
- Emerging Trends
- Parks and Public Works Meeting
- Joint Town and County Council Meeting
- Insurance review – after market accessories and tools in vehicles
- Repp Redevelopment
- Trade Show Planning
- Intentional Shift Webinar
- Offsite Levy Account Collection Summary
- Reviewed County development in IDP referral area
- Landowner concerns – garbage collection, water usage, etc.
- Airport history review
- EPR Transition - registered for Phase 2
- Canada Housing Infrastructure Grant Review and application for Lift A and B Upgrades

TRANSPORTATION – SARAH MCCRINDLE

- Sidewalk snow removal as needed
- Sanding of streets as needed
- Grader out for snow removal as needed
- Hauled out the stock piles of snow from the Rec Centre, Health Unit, and the fire hall
- Swept snow off rinks
- Sign repairs on 57st
- Snow removal in Repp subdivision after the heavy winds
- Flood rinks
- Dig and fill cremations as needed
- Garbage can repairs as needed
- Staff finished the front end loader and the excavator safety courses
- Wash equipment
- Snow removal in the uptown area and the school area
- Worked with Emcon and cleaned up the windrows of snow along highway 56 from KFC north to Foremost
- Staff finished courses for the Vac truck and for traffic control
- Unwinterized the steamers and got them ready for the warm weather
- Hauled away the town office stock pile of snow

- Steaming of the frozen catch basins and storm lines
- Hydro vac holes for break aways for sign repairs on 57st and at 62st. also for a new no parking sign at the Rec Centre
- Made some new barricades to replace old broken ones
- Snow removal in Parkdale to help with drainage

DIRECTOR OF PARKS & LEISURE SERVICES – BRAD ROBBINS

- Department Work Plan Development
- Parks and Open Spaces Master Plan Approval
- Department Head Meetings
- Parks and Public Works Joint Meeting
- Brownlee – Emerging Trends in Municipal Law Workshop
- Ongoing P & L Leadership Meetings
- Family Day at the SRC Planning and Execution
- Heartland Beautification Meeting
- 2025 Capital Budget Planning and Final Preparation
- Worked with approved vendor for supply and eventual install of SRC hot water tanks.
- Policy Development – **Campground and Memorial Tree's**
- Worked with ice plant contractor to establish 5 year maintenance plan.
- Meeting with Rotary committee regarding Spray Park status update and plan
- Meetings with ABSA Inspector regarding boiler and vessel inspections
- Town Life Preparation Meeting and content creation
- Attended the Central Alberta Recreation Association AGM
- Culture Days 2025 Grant Application Meetings
- Town of Stettler Tradeshow Booth Meeting
- Joint Health and Safety Committee Meeting
- ARPA Peer Learning Webinar – Use of AI in Parks & Recreation
- Meeting with AHS – Healthier Together Web Platform Content Review
- Preparation of Cup Cake Tender
- Department personnel matter
- **Capital Budget Memo's** – Tree Chipper and Floor Scrubber
- Management of SRC Ice User Concern (Re: Dressing Room Access)
- Meeting with MAC Munchies regarding new vending machine agreement
- Completion of Hall Caretaker Contract with contractor
- Completion of Statistics Canada Commercial & Institutional Building Survey for SRC
- Letter for Stettler Minor Ball approving tournament and addition of Tiering Weekend.

PLANNING & DEVELOPMENT SERVICES – ANGELA STORMOEN

1. Building Permit Activity to Date

	2025 Permits to February 28, 2025	2024 Permits to February 29, 2024
Institutional	\$0.00	\$0.00
Industrial	\$0.00	\$0.00
Commercial	\$60,000.00	\$7,000.00
Residential	\$481,292.00	\$0.00
Total	\$541,292.00	\$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
- Red Deer Home Show
- Community Builders
- Housing

3. Meetings:

- Intermunicipal Development Plan
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- Health Unit
- Municipal Planning Commission
- Economic Development
- Circle of Services
- Emerging Trends
- Community Builders

WATER – GRANT MCOQUAY

- 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) Worked on Shop projects
- 18) Hauled snow with roads
- 19) Plowed snow from alleys and Water/wastewater facilities
- 20) Outdoor Rinks
- 21) Sign shed work
- 22) Shoveled snow off sidewalks as needed

PARKS & LEISURE FOREMAN – DESIRAE PERRY

Meetings/Seminars Attended

- Parks and Lesisure Leadership Meeting x3
- Parks and Public Works
- Conflict Resolution

Projects

- Hosted Curling Provincials, U7 and U9 tournaments
- Hosted Family Day activities
- Daily upkeep of the SRC
- Weekly garbage Runs
- Weekly ice maintenance
- Building Inspections
- Upkeep on ODRs until closure due to weather
- Snow Removal as needed

TOWN OF STETTLER FIRE CHIEF – MARK DENNIS

- o To be provided at a later date

WATER TREATMENT PLANT SUPERVISOR - CHRIS SAUNDERS

1. The ductless fume hood for the lab has arrived and is now set up in the lab.
2. The new jar tester for the lab has arrived.
3. New turbidity meters were ordered for the WTP as the ones in service now are no longer supported by HACH and will not be serviceable. The new meters will be installed in March when the Clearwater Tech will be on site to do our yearly analyzer certification and maintenance.
4. Regional Emergency Management tour conducted.
5. Andrew Gale standard First Aid Course completed.
6. Plant staff vacations scheduled.
7. Routine monthly maintenance carried out.

DIRECTOR OF INFORMATION SERVICES – GRAHAM SCOTT

Meetings:

- February 5th – Elections AB webinar
- February 6th – Joint Health & Safety meeting
- February 10th – Invest AB Group Discussion
- February 21st – **AB Muni's committee meeting in Edmonton**
- February 24th -28th – IMTA (Incident Management Team Association) Conference in Fort Worth, sent by CRAHIMT with funding from the Province and included:
 - briefings from the US Forestry Service, US Fire Administration, the National Wildfire Coordination Group, The Incident Workforce Development Group, the US Dept. of the Interior, FEMA, and the Dept. of Homeland Security
 - Texas Division of Emergency Management presentation
 - Flight 5342 Lessons Learned, National Capital Region IMT
 - Are You Ready for a Black Sky Event? Electrical Infrastructure Security Council
 - Defining Strategy, New York Fire Dept, National Incident Management, US Forest Service
 - Hurricane Response After-action Review Panel, various state incident commanders
 - Florida Division of Emergency Management response to Oklahoma Tornado
 - De-escalation in crisis situations - Techniques and Strategies for managing conflict
 - Social Media in Emergencies: A Powerful Tool for Communication, New York Fire Dept.
 - How to get law enforcement to better integrate into the incident command structure, various presenters
 - Strategic Response Practice: moving beyond assumption-based planning in emergency management, Director of Emergency Management with Austin Energy
 - If anyone is interested, I have 41 pages of notes and I am going to be presenting learnings to CRAHIMT at a future date.
- Staff & Department Head meetings
- Daily office meetings

Projects of note include:

- Updating the election package and website
- Created and submitted addressing point data to Elections AB for integration into an **elector's database**
- Submitting IT tickets
- Sending out phishing prevention and helpdesk emails for all staff
- Assessing .pdf software
- Working on job descriptions
- 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:

- o Town Administration Meeting
- o County Administration Meeting
- o Town Capital budget discussion
- o Town weekly fire meeting
- o Joint Town – County Council Meeting
- o Station 1 joint training attendance
- o Canadian Association of Fire Chiefs webinar for Emergency Response Flammable Liquids & Medium Heavy Duty Zero Emission Vehicles

- o Emergency Management Active Shooter tabletop review

2. Projects worked on included:

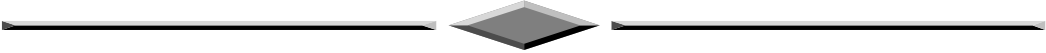
- Assist fire investigation & emergency incident responses, and call entry data maintenance
- AFRRCS Pager refinement reprogramming ongoing
- Work with Red Deer Dispatch and lamResponding to resolve incident mapping challenges with the switch over to new CAD by dispatch ongoing
- Legacy fire radio system slated decommissioning in April 2025
- Continued capital budgets 2025 preparation for Town
- Regional Fire Agreement schedule 'C' proposed revisions
- SRFD service to the Summer Villages and Villages review for joint council meeting
- Re-establish design priorities for station 1 renovation
- Year-to-Date SRFD Incident Statistics as of February 28, 2025:

	SRFD	Town	County
Fire Dollar Loss	3	0	3
Fire No Dollar Loss	2	0	2
Medical Assists	12	6	6
MVC	6	4	2
Alarms Ringing	17	16	1
Hazmat	0	0	0
Water Rescue	0	0	0
Other	0	0	0
TOTAL Incidents	40	26	14
Total Staff Hours Incidents (hrs)	75h 2m	49h 2m	26h 0m

Leann Graham
 CAO

MEMORANDUM

To: Leann Graham, CAO
From: Kim Hymers, Assistant CAO
Date: March 14, 2025
Re: Request to Move May 13 – Tax Budget Deliberations Meeting



Background:

The 2025 tax budget deliberations meeting is set for Tuesday, May 13, 2025. Senior Administration staff would like to attend a conference held by the CLGM Society of Local Government Managers, Municipal Administration Leadership Workshop the week of May 12 to 15, 2025. Senior Administration feel this is a valuable conference to attend therefore are requesting the tax budget deliberations meeting be moved to Thursday May 8, 2025.

Recommendation:

Administration respectfully recommends that the Town of Stettler Council approve moving the 2025 tax deliberation budget meeting from Tuesday May 13 to Thursday May 8, 2025.

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77695	77703
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bull Dog Driver Training	77695	2025-02-20	\$262.50

Invoice Description		Invoice Number	Invoice Amount

Water - Air Brake Course		184221	\$262.50

Canada Post Corporation	77696	2025-02-20	\$1,585.96

Invoice Description		Invoice Number	Invoice Amount

Water Billing - Postage		9947330161	\$1,585.96

Central Alberta Recreation Ass	77697	2025-02-20	\$100.00

Invoice Description		Invoice Number	Invoice Amount

Pool - Toy Program		2025-STETTLER	\$100.00

Cole-Parmer Canada Company	77698	2025-02-20	\$6,332.07

Invoice Description		Invoice Number	Invoice Amount

WTP - Fume, Filters, Freight		00742317	\$6,332.07

Mitchell 1	77699	2025-02-20	\$2,772.00

Invoice Description		Invoice Number	Invoice Amount

Shop - Manual Service System		32245336	\$2,772.00

Nutec/Electro Tel	77700	2025-02-20	\$76.13

Invoice Description		Invoice Number	Invoice Amount

Office - Phone		201642	\$76.13

Receiver General for Canada	77701	2025-02-20	\$74,697.49

Invoice Description		Invoice Number	Invoice Amount

Town Tax Remittance		PP04-25	\$61,835.37
Town Tax Remittance		PP04-25.	\$6,460.28
BOT Tax Remittance		PP04-25.BOT	\$3,656.52
Library Tax Remittance		PP04-25.LIBRAR	\$2,745.32

Securtek	77702	2025-02-20	\$2,355.31

Invoice Description		Invoice Number	Invoice Amount

Fire Joint - Hall Security		INV1757148	\$667.04
P&L - Hall Security Fee		INV1757229	\$377.87
P&L - SRC Security		INV1757228	\$743.40
Office - Security		INV175204	\$567.00

Utility Safety Partners	77703	2025-02-20	\$1,546.29

Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water - 2025 Membership	IN179496		\$1,546.29
	Total Cheques		----- \$89,727.75 =====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77704	77706
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shaw Cable	77704	2025-02-21	\$120.75

Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Wifi	2025.02.17	\$120.75	

Shaw Cable	77705	2025-02-21	\$441.00

Invoice Description	Invoice Number	Invoice Amount	
SRC - Wifi	2025.02.15	\$441.00	

Shaw Cablesystems GP	77706	2025-02-21	\$109.15

Invoice Description	Invoice Number	Invoice Amount	
Fitness - Jan Cable	2025.02.01	\$109.15	

	Total Cheques		\$670.90

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77707	77717
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Active Network	77707	2025-02-28	\$1,007.32

Invoice Description	Invoice Number	Invoice Amount	
P&L - Monthly Subscription	4200012989	\$1,007.32	

ATCO Electric Ltd.	77708	2025-02-28	\$38,942.69

Invoice Description	Invoice Number	Invoice Amount	
Street Light - Pole Replacemen	3022876	\$38,942.69	

Erskine Curling Club	77709	2025-02-28	\$225.00

Invoice Description	Invoice Number	Invoice Amount	
Mens Curling Championship	2025.02.27	\$225.00	

Hub Squatic Solutions Inc.	77710	2025-02-28	\$3,343.20

Invoice Description	Invoice Number	Invoice Amount	
Pool - Repair	1071	\$3,343.20	

John Deere Financial	77711	2025-02-28	\$173.21

Invoice Description	Invoice Number	Invoice Amount	
Trans - Equipment Repair	14112390	\$173.21	

Receiver General for Canada	77712	2025-02-28	\$7,190.86

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Radio Licence	20250021737	\$5,343.28	
Trans - Radio Licence	20250020498	\$1,746.58	
Airport - Radio Licence	20250006214	\$101.00	

Sea Hawk	77713	2025-02-28	\$363.87

Invoice Description	Invoice Number	Invoice Amount	
Water - Valve for Fire Truck	7554	\$363.87	

Snap On Tools	77714	2025-02-28	\$870.24

Invoice Description	Invoice Number	Invoice Amount	
Shop - Creeper & Wheels	02142571582	\$870.24	

Stewart, Bev	77715	2025-02-28	\$55.37

Invoice Description	Invoice Number	Invoice Amount	
Pool - Training Meals	2025.02.19	\$55.37	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
The City of Red Deer	77716	2025-02-28	\$35,945.20

Invoice Description	Invoice Number	Invoice Amount	
Fire - Dispatch Fees	452565	\$35,945.20	

Town of Stettler - Petty Cash	77717	2025-02-28	\$206.60

Invoice Description	Invoice Number	Invoice Amount	
Town - Petty Cash	2025.02.19	\$206.60	

Total Cheques			\$88,323.56
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77718	77718
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	77718	2025-03-07	\$68,198.96

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP05-25	\$56,543.10	
Town Tax Remittance	PP05-25.	\$5,586.02	
BOT Tax Remittance	PP05-25.BOT	\$2,518.57	
Library Tax Remittance	PP05-25.LIBRAR	\$3,551.27	

	Total Cheques		\$68,198.96
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77719	77728
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta King's Printer	77719	2025-03-14	\$220.50

Invoice Description	Invoice Number	Invoice Amount	

Copies of the MGA	E216142	\$220.50	

Andrew Gale	77720	2025-03-14	\$25.00

Invoice Description	Invoice Number	Invoice Amount	

WTP - Sick Leave Incentive	2024	\$25.00	

C. R. Glass Ltd.	77721	2025-03-14	\$231.00

Invoice Description	Invoice Number	Invoice Amount	

Snow Removal - New Window	3768	\$231.00	

Heartland Industries Inc.	77722	2025-03-14	\$3,528.00

Invoice Description	Invoice Number	Invoice Amount	

Snow Removal - Fix Draw Bar	37423	\$3,528.00	

Infinity Automations Ltd.	77723	2025-03-14	\$820.31

Invoice Description	Invoice Number	Invoice Amount	

Water - Issues with SCADA	2005	\$820.31	

Ivan Dijkstra	77724	2025-03-14	\$75.00

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint - Saftey Codes	2025.02.21	\$75.00	

Paul's Road Maintenance Ltd.	77725	2025-03-14	\$626.85

Invoice Description	Invoice Number	Invoice Amount	

WTP - Snow Removal	8438	\$626.85	

Sea Hawk	77726	2025-03-14	\$220.50

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint - Mounting Panel	42667	\$220.50	

Snap On Tools	77727	2025-03-14	\$142.28

Invoice Description	Invoice Number	Invoice Amount	

Shop - Tools	02282571733	\$152.78	

Van Electric	77728	2025-03-14	\$3,520.65

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water - Outside lights	890		\$627.90
Water - VFD Filters	894		\$1,517.25
Water - East End Lift	897		\$588.00
Water - Fix Sub panel	911		\$367.50
Water - Lift B	914		\$420.00

	Total Cheques		\$9,410.09
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0008658	EFT0008682
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0008658	2025-02-25	\$382.36

Invoice Description	Invoice Number	Invoice Amount	
Sub Pension Plat Remit	PP04-25	\$382.36	

Automated Aquatics Canada Ltd.	EFT0008659	2025-02-25	\$5,916.75

Invoice Description	Invoice Number	Invoice Amount	
Pool - Repair & Freight	0000123204	\$5,916.75	

Burmac Mechanical 2000	EFT0008660	2025-02-25	\$42.63

Invoice Description	Invoice Number	Invoice Amount	
WTP - PVC Elbows	109445	\$42.63	

Canadian Red Cross	EFT0008661	2025-02-25	\$250.00

Invoice Description	Invoice Number	Invoice Amount	
Pool - Affiliation Fee	CRC-F-109983	\$250.00	

Canadian Union of Public Emplo	EFT0008662	2025-02-25	\$660.00

Invoice Description	Invoice Number	Invoice Amount	
Ap - Union Dues	PP04-25	\$660.00	

Canoe Procurement Group of Can	EFT0008663	2025-02-25	\$14,019.58

Invoice Description	Invoice Number	Invoice Amount	
Jan - Fuel	PF-12472-11980	\$14,019.58	

Central Sharpening	EFT0008664	2025-02-25	\$468.30

Invoice Description	Invoice Number	Invoice Amount	
SRC - Blade Sharpening	31332	\$468.30	

Cinder MSP	EFT0008665	2025-02-25	\$200.55

Invoice Description	Invoice Number	Invoice Amount	
Water - Replacement UPS	2257	\$200.55	

Clearview Public Schools	EFT0008666	2025-02-25	\$165.10

Invoice Description	Invoice Number	Invoice Amount	
Office - Mats & Phone	7377	\$165.10	

County of Stettler	EFT0008667	2025-02-25	\$77.61

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Fire - Joint Training	COS011601		\$87.12
=====			
eCompliance Management Solutio	EFT0008668	2025-02-25	\$10,344.60
=====			
Invoice Description	Invoice Number	Invoice Amount	
Ecompliance renewal	ECCA000533INV	\$10,344.60	
=====			
Heartland Glass Ltd.	EFT0008669	2025-02-25	\$551.07
=====			
Invoice Description	Invoice Number	Invoice Amount	
Pool - Building Repair	109807	\$33.60	
Office - Keys	109713	\$389.55	
P&L - Repair	109737	\$73.50	
P&L - Keys	109534	\$25.20	
P&L - Keys	109547	\$10.24	
Health Unit - Door Repair	109338	\$18.98	
=====			
Stettler Home Hardware	EFT0008670	2025-02-25	\$274.90
=====			
Invoice Description	Invoice Number	Invoice Amount	
Shop - Water	139773	\$7.50	
Arena - Viewing Area Tables	139777	\$19.51	
Shop - Supplies	139885	\$55.63	
Shop - Water	139907	\$7.50	
Office - Water	139960	\$15.75	
Health Unit - Tape	140053	\$64.02	
Fire - Tape Measure	139786	\$104.99	
=====			
IJD Inspections Ltd.	EFT0008671	2025-02-25	\$949.03
=====			
Invoice Description	Invoice Number	Invoice Amount	
P&D - Saftey Code Inspections	JAN2025	\$949.03	
=====			
Industrial Machine Inc.	EFT0008672	2025-02-25	\$1,291.89
=====			
Invoice Description	Invoice Number	Invoice Amount	
Park - Zamboni Parts	51338	\$1,291.89	
=====			
Innov8 Digital Solutions	EFT0008673	2025-02-25	\$219.59
=====			
Invoice Description	Invoice Number	Invoice Amount	
P&L - Photocopies	IN549212	\$219.59	
=====			
Keiths Refrigeration	EFT0008674	2025-02-25	\$3,725.34
=====			
Invoice Description	Invoice Number	Invoice Amount	
Health Unit - RTV Maintenenc	25039	\$126.00	
Health Unit - Balance System	24836	\$3,026.63	
P&L - Ice Machine Cleaning	25065	\$572.71	
=====			
Local Authorities Pension Plan	EFT0008675	2025-02-25	\$32,638.42
=====			
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP04-25	\$32,638.42	
=====			
Peavey Mart	EFT0008676	2025-02-25	\$320.62
=====			
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC - Tools	300912004		\$34.10
Water - Straps	2005817005		\$28.40
Water - Torque Wrench	2004981003		\$104.99
Parks - Outdoor Gear	25004436003		\$86.60
Trans - Knife Blades	2004403003		\$19.94
Water - Sliding Bolt	2005768005		\$46.59
=====			
Peterson, Jacqui	EFT0008677	2025-02-25	\$145.85

Invoice Description	Invoice Number	Invoice Amount	
P&L - Coffee Supplies	2025.02.12	\$145.85	
=====			
Roadway Traffic Products	EFT0008678	2025-02-25	\$642.29

Invoice Description	Invoice Number	Invoice Amount	
Signs - Handicap Signs	12304	\$642.29	
=====			
Stettler Equipment Sales & Ren	EFT0008679	2025-02-25	\$1,693.42

Invoice Description	Invoice Number	Invoice Amount	
Trans - Bobcat Paint	152961	\$50.17	
Roads - Lift Rental	152864	\$409.50	
cemetery - Auger	152962	\$1,233.75	
=====			
Stettler Telephone Answering S	EFT0008680	2025-02-25	\$157.50

Invoice Description	Invoice Number	Invoice Amount	
WTP - Jan Working Alone	182	\$157.50	
=====			
Trinus Technologies Inc	EFT0008681	2025-02-25	\$1,035.15

Invoice Description	Invoice Number	Invoice Amount	
Computer - Software Support	9448	\$1,035.15	
=====			
WFR Wholesale Fire & Rescue Lt	EFT0008682	2025-02-25	\$17,737.60

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Helmets	INV/2025/0430	\$14,561.82	
Fire Town - Helmets	INV/2025/0429	\$3,080.72	
Fire Adapters	INV/2025/0169	\$95.06	

Total Cheques			\$93,910.15
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0008683	EFT0008724
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ACC Wastewater Solutions	EFT0008683	2025-03-04	\$19,350.45

Invoice Description	Invoice Number	Invoice Amount	
Sewer - Treatment Products	INV-23550	\$19,350.45	

Acklands - Grainger Inc.	EFT0008684	2025-03-04	\$121.46

Invoice Description	Invoice Number	Invoice Amount	
Pool - Janitor Supplies	9407182147	\$121.46	

Barnes, Roger	EFT0008685	2025-03-04	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC - Phone Allowance	2025.03.01	\$25.00	

Black Press Group Ltd.	EFT0008686	2025-03-04	\$846.66

Invoice Description	Invoice Number	Invoice Amount	
P&D - Permit Ads	BPI2552247	\$846.66	

Bond-O Security	EFT0008687	2025-03-04	\$487.74

Invoice Description	Invoice Number	Invoice Amount	
Trans - Radio Parts	BONDOINV129500	\$243.87	
Water - Radio Parts	BONDOINV129499	\$243.87	

Bounty Onsite Inc.	EFT0008688	2025-03-04	\$6,078.22

Invoice Description	Invoice Number	Invoice Amount	
SRC - Janitor	001-160858	\$1,354.09	
WTP - Janitor Supplies	001-161170	\$405.48	
Trans - Safety Glasses	001-161302	\$137.97	
SRC - Janitor Supplies	001-161334	\$1,140.01	
Water - Hi Vis Coveralls	001-161547	\$157.50	
Health Unit - CO2 Monitor	001-161628	\$30.56	
Health Unit - CO2 Monitor	001-161630	\$17.28	
Water - Ice Cleats	001-161631	\$49.60	
SRC - Janitor Supplies	001-161716	\$1,445.19	
Water - Rain Suit	001-161293	\$146.95	
Water - Utility Knife	001-161074	\$36.94	
SRC - Janitor	001-161113	\$787.38	
Water - Batteries	001-161147	\$369.27	

Canadian Red Cross	EFT0008689	2025-03-04	\$173.25

Invoice Description	Invoice Number	Invoice Amount	
Pool - Aquatics & Freight	CRC-870307	\$173.25	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Diverse Signs	EFT0008690	2025-03-04	\$804.16
Invoice Description	Invoice Number	Invoice Amount	
Signs - No parking Signs	12206	\$804.16	
Dodd, Sonia	EFT0008691	2025-03-04	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Travel & Phone	2025.03.01	\$125.00	
Dolan, Lori	EFT0008692	2025-03-04	\$81.97
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2025.03.01	\$25.00	
Pool - Training Meals	2025.02.19	\$56.97	
ElectroGas Monitors Ltd.	EFT0008693	2025-03-04	\$420.00
Invoice Description	Invoice Number	Invoice Amount	
Fire - Ammonia	SI118725	\$420.00	
Gary Moe Chevrolet Buick GMC	EFT0008694	2025-03-04	\$76.55
Invoice Description	Invoice Number	Invoice Amount	
Park - Block Heater Cord	307765	\$76.55	
Graham, Leann	EFT0008695	2025-03-04	\$375.00
Invoice Description	Invoice Number	Invoice Amount	
Office - Phone & Travel	2025.03.01	\$375.00	
Heartland Glass Ltd.	EFT0008696	2025-03-04	\$109.55
Invoice Description	Invoice Number	Invoice Amount	
Health Unit - Repair Window	1009805	\$109.55	
Hymers, Kim	EFT0008697	2025-03-04	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Office - Phone & Travel	2025.03.01	\$100.00	
Icon Energy Services Ltd	EFT0008698	2025-03-04	\$879.38
Invoice Description	Invoice Number	Invoice Amount	
SRC - Lift Inspections	PS-INV111451	\$879.38	
Kootenay Murphy Holding Ltd.	EFT0008699	2025-03-04	\$2,136.75
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Computer Maintena	9082	\$2,136.75	
Leckie, Neil	EFT0008700	2025-03-04	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2025.03.01	\$25.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Linde Canada	EFT0008701	2025-03-04	\$670.88
Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemical	47961092	\$670.88	
McKee, Tracey	EFT0008702	2025-03-04	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Office - Travel & Phone	2025.03.01	\$100.00	
MPE Engineering Ltd	EFT0008703	2025-03-04	\$7,696.50
Invoice Description	Invoice Number	Invoice Amount	
Sewer - Water Quality Assess	4360-002-00-09	\$7,696.50	
Perry, Desirae	EFT0008704	2025-03-04	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Phone Allowance	2025.03.01	\$50.00	
Peterson, Chase	EFT0008705	2025-03-04	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2025.03.01	\$25.00	
Peterson, Jacqui	EFT0008706	2025-03-04	\$75.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - TPhone Allowance	2025.01.01	\$25.00	
P&L - Phone Allowance	2025.02.01	\$25.00	
P&L - Phone Allowance	2025.03.01	\$25.00	
PSD Citywide	EFT0008707	2025-03-04	\$5,836.25
Invoice Description	Invoice Number	Invoice Amount	
Eng Admin - Asset Management	23313	\$5,836.25	
Rally Rentals	EFT0008708	2025-03-04	\$208.32
Invoice Description	Invoice Number	Invoice Amount	
Shop - Helmet	5281	\$208.32	
Raw Tools Ltd.	EFT0008709	2025-03-04	\$413.18
Invoice Description	Invoice Number	Invoice Amount	
Shop - Drill Bit Set	69685	\$413.18	
Receiver General for Canada	EFT0008710	2025-03-04	\$362,408.00
Invoice Description	Invoice Number	Invoice Amount	
RCMP - 3rd Qtr Contract	7007178	\$362,408.00	
Roadway Traffic Products	EFT0008711	2025-03-04	\$1,186.50
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Signs - Sign Posts	12321		\$1,186.50
Robbins, Brad	EFT0008712	2025-03-04	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Phone Allowance	2025.03.01	\$150.00	
Rocky Mountain Phoenix	EFT0008713	2025-03-04	\$704.55
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Boots	IN0149991	\$704.55	
Standage, Maddie	EFT0008714	2025-03-04	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Phone Allowance	2025.03.01	\$150.00	
Stettler Building Supplies Ltd	EFT0008715	2025-03-04	\$4,931.25
Invoice Description	Invoice Number	Invoice Amount	
P&L - Meeting Room Window	AN2068	\$383.70	
P&L - Meeting Room Windows	AN2071	\$93.86	
Shop - Framing Nails	AN2090	\$115.49	
Arena - Finishing Nails	AN2098	\$4.19	
Shop - Hooks and Power Bar	AN2188	\$103.91	
Trans - Shed Insulation	AN2231	\$566.81	
Trans - Sign Shed Insulation	AN2242	\$734.90	
Shop - Painters Tape	AN2302	\$43.23	
SRC - Meeting Room Supplies	AN2517	\$23.79	
Arena - Meeting Room Window	AN2566	\$206.96	
Arena - Wood	AN2654	\$48.60	
Arena - Caulk Dry Fast	AN2669	\$5.24	
Arena - Meeting Room Window	AN2655	\$5.24	
Water - Construction Materials	AN2956	\$261.14	
Water - Construction Materials	AN2959	\$148.24	
Signs - Materials	AN2994	\$22.68	
Signs - Shed Materials	AN3065	\$285.52	
Water - Unit 174 Blocks	AN2079	\$14.69	
Sewer - Sign Shed Materials	AN2287	\$2,177.09	
SRC - Fix	AN2558	\$26.23	
Stettler Dodge Ltd.	EFT0008716	2025-03-04	\$23.78
Invoice Description	Invoice Number	Invoice Amount	
Park - Filters	161722	\$23.78	
Stettler & District Handibus	EFT0008717	2025-03-04	\$398.05
Invoice Description	Invoice Number	Invoice Amount	
Handibus - Utilities	4213	\$398.05	
Stormoen, Angela	EFT0008718	2025-03-04	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Phone & Travel	2025.03.01	\$175.00	
Tagish Engineering Ltd.	EFT0008719	2025-03-04	\$5,313.07
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water - Upgrades	20901		\$889.34
Sewer - Lift A Rehab	20902		\$4,423.73
=====			
Timcon Construction (1988) Ltd	EFT0008720	2025-03-04	\$131,261.07
Invoice Description	Invoice Number	Invoice Amount	
Water - Pump Upgrades	PPC #2 TS108	\$131,261.07	
=====			
Tomkow, Joe	EFT0008721	2025-03-04	\$70.00
Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2025.03.01	\$70.00	
=====			
Trinus Technologies Inc	EFT0008722	2025-03-04	\$1,631.44
Invoice Description	Invoice Number	Invoice Amount	
Computer - Software Support	9156	\$1,284.94	
Computer - Software Support	9504	\$346.50	
=====			
4L Communications Inc.	EFT0008723	2025-03-04	\$84.00
Invoice Description	Invoice Number	Invoice Amount	
Fire - E Sim Cards	STTLRIN24583	\$84.00	
=====			
WTS Manufacturing & Sales Inc.	EFT0008724	2025-03-04	\$367.61
Invoice Description	Invoice Number	Invoice Amount	
Park - Custom Sliders	5012	\$367.61	
=====			
	Total Cheques		\$556,145.59
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0008725	EFT0008785
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
969754 Alberta Ltd.	EFT0008725	2025-03-18	\$1,500.00

Invoice Description	Invoice Number	Invoice Amount	

Fire - Joint - Christmas Party	377	\$1,500.00	

Accu-Flo Meter Service Ltd.	EFT0008726	2025-03-18	\$3,931.20

Invoice Description	Invoice Number	Invoice Amount	

Water - 1" Water Meters	117750	\$3,931.20	

Acklands - Grainger Inc.	EFT0008727	2025-03-18	\$334.24

Invoice Description	Invoice Number	Invoice Amount	

Pool - Janitor Supplies	9412283534	\$334.24	

Action Plumbing & Excavating	EFT0008728	2025-03-18	\$7,323.30

Invoice Description	Invoice Number	Invoice Amount	

Arena - Urinal Acid	I036146	\$94.50	
P&L - Zamboni boiler Room	W44047	\$517.51	
P&L - Snow Pit Boiler Room	W43519	\$809.60	
P&L - Dressing Room Urinal	I036193	\$304.50	
WTP - Make up Air Unit	W43998	\$3,360.00	
Sewer - Townside Blockage	W41670	\$2,237.19	

Alberta Animal Services	EFT0008729	2025-03-18	\$15,618.77

Invoice Description	Invoice Number	Invoice Amount	

Bylaw - Animal Enforcement	11329	\$15,618.77	

AMSC Insurance Services Ltd.	EFT0008730	2025-03-18	\$359,329.00

Invoice Description	Invoice Number	Invoice Amount	

Life & Accident Insurance	2025VFIS-127	\$4,381.00	
2025 Insurance Renewal	47393	\$343,830.00	
BOT, Flying Club, HYC Insurance	2025.02.06	\$11,118.00	

APEX Supplementary Pension Pla	EFT0008731	2025-03-18	\$382.36

Invoice Description	Invoice Number	Invoice Amount	

Sub Pension Plan Remit	PP05-25	\$382.36	

Black Press Group Ltd.	EFT0008732	2025-03-18	\$1,340.04

Invoice Description	Invoice Number	Invoice Amount	

PR - Leg Cooridnator Ad	BPI253859	\$1,340.04	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																				
Canadian Red Cross	EFT0008733	2025-03-18	\$102.50																																				
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Admin & SRC - Training</td> <td>CRC-873303</td> <td>\$61.50</td> </tr> <tr> <td>Shop & WTP - First Aid</td> <td>CRC-873309</td> <td>\$41.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Admin & SRC - Training	CRC-873303	\$61.50	Shop & WTP - First Aid	CRC-873309	\$41.00																											
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Shop & WTP - First Aid	CRC-873309	\$41.00																																					
Canadian Tire #671	EFT0008734	2025-03-18	\$656.46																																				
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Canadian Union of Public Emplo	EFT0008735	2025-03-18	\$660.00																																				
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Capital H2O Systems Inc.	EFT0008736	2025-03-18	\$2,814.01																																				
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Capital Power	EFT0008737	2025-03-18	\$95,640.15																																				
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Affiliate Capital power	5193634	\$8,387.50																																					
Caro Analytical Services	EFT0008738	2025-03-18	\$369.60																																				
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Central Sharpening	EFT0008739	2025-03-18	\$247.80																																				
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Contact Safety Service Ltd.	EFT0008740	2025-03-18	\$126.00																																				
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SRC - NH3 Monitor	16550	\$105.00																																					
P&L - Sprinkler gaurd	16524	\$21.00																																					
County of Stettler	EFT0008741	2025-03-18	\$75,000.00																																				
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Admin - DR Recuritment	COS011603	\$75,000.00																																					

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Dean's Machine Inc.	EFT0008742	2025-03-18	\$93.45

Invoice Description		Invoice Number	Invoice Amount
Trans - Pin Fix		49468	\$93.45
=====			
Diverse Signs	EFT0008743	2025-03-18	\$1,241.25

Invoice Description		Invoice Number	Invoice Amount
Signs - No Parking Signs		12226	\$1,044.12
SRC - Saftey Signs		12243	\$197.13
=====			
Gyro Ag Ltd.	EFT0008744	2025-03-18	\$85.58

Invoice Description		Invoice Number	Invoice Amount
Drainage - Air Filter		4556	\$85.58
=====			
Heartland Auto Supply	EFT0008745	2025-03-18	\$3,167.08

Invoice Description		Invoice Number	Invoice Amount
Shop - Plasma Tips		001-591547	\$94.58
Water - Unit 174		001-591495	\$71.05
Water - Picker Washers		001-591807	\$2.99
Parks - Blade Bolts		001-591131	\$36.96
Fire Joint - Fireline Tape		001-588048	\$324.41
Water - Fuel treatment		001-591225	\$35.27
Water - Combustion Cleaner		001-591226	\$34.24
Fire - Paint		001-591227	\$197.03
Water - Beacon		001-591273	\$208.36
shop - Gloves		001-591395	\$70.98
Shop - Fuel Tank Fitting		001-591424	\$86.94
Water - Wire		001-591456	\$106.89
Drainage - Filters		001-591819	\$29.27
Drainage - Water Line Repair		001-591852	\$13.85
Trans - Bolts		001-590127	\$271.34
Shop - Stock Bolts		001-591668	\$7.75
Shop - Clip		001-591669	\$3.26
Shop - Fuel Hose		001-592011	\$8.16
Fire Joint - Garbage Bags		001-592015	\$22.53
Trans - Fuel Filters		001-590105	\$109.61
Shop - Connectors for Stock		001-590661	\$139.50
Trans - Filters		001-591084	\$223.78
Shop - Plastic Welder		001-591274	\$388.87
Trans, Water, Parks - Lights		001-591808	\$228.72
Water - Suspension Bolts		001-592170	\$6.16
Trans - Materials for Barricad		001-592347	\$326.87
Water - Swith for Picker		001-592411	\$39.50
Fire - Paint		001-592238	\$52.99
Water - Ice Melt		001-590908	\$35.09
=====			
Heartland Express	EFT0008746	2025-03-18	\$368.42

Invoice Description		Invoice Number	Invoice Amount
Shop & Trans - Freight		16519	\$328.14
Trans - Freight		16590	\$40.28
=====			
Heartland Overdoor	EFT0008747	2025-03-18	\$302.30

Invoice Description		Invoice Number	Invoice Amount
Shop - Door Repair		2025-029	\$302.30

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Industrial Machine Inc.	EFT0008748	2025-03-18	\$3,366.84

Invoice Description	Invoice Number	Invoice Amount	
Park - Zamboni parts	51172	\$3,366.84	

Innov8 Digital Solutions	EFT0008749	2025-03-18	\$22,190.70

Invoice Description	Invoice Number	Invoice Amount	
Computer - New Printer	IN553699	\$22,190.70	

KaizenLAB Inc.	EFT0008750	2025-03-18	\$674.10

Invoice Description	Invoice Number	Invoice Amount	
Lagoon - Sampling	INV0100079	\$109.20	
Lagoon - Sampling	INV0100134	\$109.20	
Lagoon - Sampling	INV0100227	\$65.10	
Lagoon - Sampling	INV0100364	\$65.10	
Lagoon - Sampling	INV0100458	\$65.10	
Lagoon - Sampling	INV0100614	\$65.10	
Lagoon - Sampling	INV0100762	\$65.10	
Lagoon - Sampling	INV0100860	\$65.10	
Lagoon - Sampling	INV0100971	\$65.10	

Keiths Refrigeration	EFT0008751	2025-03-18	\$556.50

Invoice Description	Invoice Number	Invoice Amount	
WTP - Compressor Repairs	25091	\$367.50	
Shop - Repairs	24877	\$189.00	

Klearwater Equipment & Technol	EFT0008752	2025-03-18	\$4,500.43

Invoice Description	Invoice Number	Invoice Amount	
WTP - Lab Supplies	250947	\$4,500.43	

Local Authorities Pension Plan	EFT0008753	2025-03-18	\$32,217.97

Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP05-25	\$32,217.97	

Lawlor, Gord	EFT0008754	2025-03-18	\$509.58

Invoice Description	Invoice Number	Invoice Amount	
Council - Travel & Sub	2025.02.22	\$509.58	

Linde Canada	EFT0008755	2025-03-18	\$383.92

Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemical	48086591	\$383.92	

LIV North	EFT0008756	2025-03-18	\$1,005.59

Invoice Description	Invoice Number	Invoice Amount	
P&L - repair Parts	CINV-095702	\$354.47	
P&L & Fitness - Janitor & Gym	CINV-096808	\$651.12	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Manalastas, Victor	EFT0008757	2025-03-18	\$3,412.50

Invoice Description	Invoice Number	Invoice Amount	
Office - Janitor	30	\$3,150.00	
Fire Joint Janitor	31	\$262.50	

Mutual Tanks Ltd.	EFT0008758	2025-03-18	\$157.50

Invoice Description	Invoice Number	Invoice Amount	
Sewer - Propane Tank Rental	1066169	\$157.50	

NextGen Automation	EFT0008759	2025-03-18	\$319.20

Invoice Description	Invoice Number	Invoice Amount	
Office & Water Billing	656825	\$319.20	

Northstar Trucking Ltd.	EFT0008760	2025-03-18	\$338.10

Invoice Description	Invoice Number	Invoice Amount	
SRC - Signs	326532	\$338.10	

OK Tire Stettler	EFT0008761	2025-03-18	\$68.73

Invoice Description	Invoice Number	Invoice Amount	
Trans - Tire Repair	IN116550	\$68.73	

Practica Ltd.	EFT0008762	2025-03-18	\$450.68

Invoice Description	Invoice Number	Invoice Amount	
Park - Dog Bags	46832	\$450.68	

Purolator Courier Ltd.	EFT0008763	2025-03-18	\$6,428.46

Invoice Description	Invoice Number	Invoice Amount	
WTP, Water, Fire, Park Freight	560112297	\$6,428.46	

R & E Elevator Ltd.	EFT0008764	2025-03-18	\$820.08

Invoice Description	Invoice Number	Invoice Amount	
Office - Elevator	32845	\$373.26	
SRC - Elevator	32844	\$446.82	

Schwartz Home Building Centre	EFT0008765	2025-03-18	\$46.98

Invoice Description	Invoice Number	Invoice Amount	
Shop - Stock Supplies	890229	\$34.92	
Fire Joint - Panel Screws	890114	\$12.06	

Sienna's Cleaning	EFT0008766	2025-03-18	\$800.00

Invoice Description	Invoice Number	Invoice Amount	
Shop - Janitor	2025.02.28	\$800.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Building Supplies Ltd	EFT0008767	2025-03-18	\$448.68

Invoice Description	Invoice Number	Invoice Amount	
Arena - Ice Edger Plug repair	AN3423	\$4.19	
Trans - Wood for Barricades	AN3802	\$153.09	
Water - Sign Shed Materials	AN3849	\$28.52	
Water - Welding Shelf Material	AN3902	\$262.88	

Stettler Dads Services	EFT0008768	2025-03-18	\$1,500.00

Invoice Description	Invoice Number	Invoice Amount	
Water - Feb Meter reading	2025-02	\$1,500.00	

Stettler Equipment Sales & Ren	EFT0008769	2025-03-18	\$364.37

Invoice Description	Invoice Number	Invoice Amount	
Trans - Blade for Snow Blower	153131	\$200.07	
Trans - Snow Bucket Parts	153132	\$164.30	

Stettler Flooring	EFT0008770	2025-03-18	\$169.34

Invoice Description	Invoice Number	Invoice Amount	
Fire - Flooring	78396	\$169.34	

Stettler Registry Services Ltd	EFT0008771	2025-03-18	\$119.36

Invoice Description	Invoice Number	Invoice Amount	
Water - Class 3 Study Book	SR300025514	\$18.11	
Fire Joint - Drivers Abstract	SR400014309	\$81.00	
Fire Joint - Drivers Abstract	SR200027816	\$20.25	

Stettler Telephone Answering S	EFT0008772	2025-03-18	\$157.50

Invoice Description	Invoice Number	Invoice Amount	
WTP - Working Alone Monitoring	184	\$157.50	

Stettler Tool & Hardware	EFT0008773	2025-03-18	\$2,538.83

Invoice Description	Invoice Number	Invoice Amount	
W, T, S - Air Compressor	10019434	\$1,994.99	
SHop - Supply	10019450	\$510.25	
Water - Screw Extractor	10019772	\$33.59	

Stingray Radio Inc.	EFT0008774	2025-03-18	\$546.00

Invoice Description	Invoice Number	Invoice Amount	
February Advertising	951716-2	\$546.00	

Superior North America Inc.	EFT0008775	2025-03-18	\$1,511.67

Invoice Description	Invoice Number	Invoice Amount	
Trans - Filters	42951S	\$1,933.01	

Thinktel Communications	EFT0008776	2025-03-18	\$163.33

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Office - March Telephone	1360750		\$163.33
=====			
Timcon Construction (1988) Ltd EFT0008777		2025-03-18	\$123,952.80
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Invoice Description	Invoice Number	Invoice Amount	

Water - Reservoir Upgrades	PPC#3-TOS108	\$123,952.80	
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Trinus Technologies Inc EFT0008778		2025-03-18	\$6,063.76
=====			
Invoice Description	Invoice Number	Invoice Amount	

Computer - Software Support	9728	\$4,591.13	
Computer - Software Support	9962	\$1,472.63	
=====			
Uline Canada Corporation EFT0008779		2025-03-18	\$151.59
=====			
Invoice Description	Invoice Number	Invoice Amount	

WTP - Kneeling Mat	15636075	\$151.59	
=====			
Vortex Production Services Ltd EFT0008780		2025-03-18	\$2,766.28
=====			
Invoice Description	Invoice Number	Invoice Amount	

Sewer - Mechanical Seal	SPS0233980	\$2,766.28	
=====			
WFR Wholesale Fire & Rescue Lt EFT0008781		2025-03-18	\$17,185.51
=====			
Invoice Description	Invoice Number	Invoice Amount	

Fire - Hyrant Assist Valve	INV/2025/0578	\$13,235.03	
Fire - Nozzle	INV/2025/0579	\$3,950.48	
=====			
Woody's Automotive Ltd. EFT0008782		2025-03-18	\$4,912.07
=====			
Invoice Description	Invoice Number	Invoice Amount	

Shop - Batteries	612-923769	\$93.77	
Shop - Injector Puller	2025.02.03	\$183.59	
Trans - Belt	612-923872	\$70.99	
Shop - Wire Loom	612-924003	\$87.15	
Trans - Pump belt	612-924281	\$1,931.37	
Shop - Paper Towel	612-924289	\$97.64	
Trans - Coolant	612-924349	\$43.22	
Shop - Stock	612-924412	\$37.74	
Watr - Air & Oil Filters	612-924917	\$54.32	
Water - Engine Oil	612-924967	\$96.73	
Water - Filters	612-925318	\$38.83	
Shop - Safftey Supplies	612-925320	\$107.74	
Parks - Filters	612-925549	\$38.88	
Water - Fuel System Cleaner	612-925550	\$38.58	
Water - Fuse Holder	612-925551	\$20.74	
Water - Fuse	612-925710	\$3.80	
Trans - Filters	612-925726	\$115.23	
Trans - Filters	612-925733	\$230.45	
Water, Trans, Parks- Oil	612-925756	\$1,137.44	
Water - Regulator	612-925777	\$74.53	
Drainage - Tune up Parts	612-926295	\$29.13	
Shop - Battery Terminal	612-926360	\$2.61	
drainage - Filters	612-926663	\$136.93	
Shop - Zip Ties	612-927526	\$96.38	
Shop - Washer Fluid	612-927938	\$93.37	
Trans - Refelctive Tape	612-927799	\$128.39	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
The Wright Builders	EFT0008783	2025-03-18	\$79,135.99

Invoice Description		Invoice Number	Invoice Amount
Shop - Capital Project		1046	\$79,135.99

WTS Manufacturing & Sales Inc.	EFT0008784	2025-03-18	\$391.65

Invoice Description		Invoice Number	Invoice Amount
Water - Tank Repair		5027	\$288.75
Water - Suspension parts		5037	\$102.90

Yost, Dustin & Maria Cristine	EFT0008785	2025-03-18	\$2,500.00

Invoice Description		Invoice Number	Invoice Amount
Comm Hall - Janitor		2025.03.01	\$2,500.00

	Total Cheques		\$893,460.10
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000870	ONL000875
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000870	2025-02-28	\$51,443.45

	Invoice Description	Invoice Number	Invoice Amount

	Office - Gas	202501-3693	\$2,830.53
	Fire - Joint - Gas	202501-3687	\$2,269.23
	Shop - Gas	202501-3694	\$2,268.66
	Airport - gas	202501-3686	\$537.45
	WTP - Gas	202501-3689	\$11,970.69
	Water - Gas	202501-3684	\$581.63
	Sewer #1 - Gas	202501-3685	\$461.34
	Sewer #2 - Gas	202501-3692	\$414.05
	SRC & Pool - Gas	202501-3691	\$28,502.73
	Comm Hall - Gas	202501-3690	\$1,188.71
	Parks - Gas	202501-3688	\$418.43

Alberta Land Titles	ONL000871	2025-02-28	\$110.00
	Invoice Description	Invoice Number	Invoice Amount

	P&D - Land Title Searches	2025.01.31	\$110.00

Collabria Payment Processing	ONL000872	2025-02-28	\$16,316.45
	Invoice Description	Invoice Number	Invoice Amount

	P&D - Visa	2025.02.15.627	\$939.75
	P&L - Visa	2025.02.15.765	\$676.72
	BOT - Visa	2025.02.15.BOT	\$2,533.10
	Fitness - Visa	2025.02.15.751	\$996.57
	WTP - Visa	2025.02.15.767	\$136.75
	P&L - Visa	2025.02.15.104	\$762.94
	Computer - Visa	2025.02.12.768	\$1,013.50
	Water - Visa	2025.02.15.763	\$1,133.69
	P&L - Visa	2025.02.15.764	\$1,468.57
	Admin - Visa	2025.02.15.242	\$2,019.38
	Parks - Visa	2025.02.15.752	\$9.35
	Trans - Visa	2025.02.15.762	\$845.09
	Pool - Visa	2025.02.15.756	\$1,237.49
	Fire - Visa	2025.02.15.753	\$136.62
	Fire Joint - Visa	2025.02.15.859	\$559.63
	Fire - Visa	2025.02.15.755	\$1,019.05
	Office - Visa	2025.02.15.726	\$828.25

Poulin's Professional Pest Con	ONL000873	2025-02-28	\$445.66
	Invoice Description	Invoice Number	Invoice Amount

	Office - Pest Control	1756365	\$90.72
	WTP - Pest Control	1756361	\$198.45
	SRC - Pest Control	1756364	\$156.49

Rogers	ONL000874	2025-02-28	\$33.60
	Invoice Description	Invoice Number	Invoice Amount

	Fire - Joint - Telephone	2951189352	\$33.60

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
United Farmers of Alberta	ONL000875	2025-02-28	\$741.18

Invoice Description	Invoice Number	Invoice Amount
Trans - Pin	SOINV7011600	\$3.15
Trans - Side Rail	SOINV7011570	\$72.43
Park - Winder Gloves	SOINV7000830	\$135.39
Water - New Gate	SOINV7069375	\$314.99
Water - Camlock Fitting	SOINV7066137	\$14.69
Water - Scoop Shovel	SOINV7055519	\$36.74
Water - Shop	SOINV6990849	\$163.79
Total Cheques		\$69,090.34

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000876	ONL000878
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Telus Communications	ONL000876	2025-03-14	\$2,567.31

Invoice Description		Invoice Number	Invoice Amount

Telus Comm - Feb 22 - March 21		2025.02.23	\$2,567.31

Telus Mobility Inc.	ONL000877	2025-03-14	\$1,358.83

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility-Jan 22 - Feb 21		2025.02.21	\$1,358.83

United Farmers of Alberta	ONL000878	2025-03-14	\$251.98

Invoice Description		Invoice Number	Invoice Amount

Fitness - Gym Repair		SOINV7149055	\$251.98

		Total Cheques	\$4,178.12

			=====

MINUTES OF THE HEARTLAND BEAUTIFICATION COMMITTEE MEETING
February 12, 2025

Present: Councilor W. Smith, Councilor C. Barros, Chairperson G. Fix, L. Philp, L. Norman, T. Wilson, L. Damen, B. Robbins, J. Peterson, J. Griener, J. Byer

Call to Order: Chairperson G. Fix called the meeting to order at 12:03pm

1. Additions/Agenda Approval

Moved by W. Smith that the agenda be approved as presented.

MOTION CARRIED
Unanimous

2. Confirmation of February 12, 2025 HBC Meeting Minutes

Moved by C. Barros that the Minutes from the February 12, 2025 Heartland Beautification Committee Meeting be approved as amended.

MOTION CARRIED
Unanimous

3. Statement of Revenues & Expenses

There are no expenses or revenue at this time

4. Projects 2025

Moved by W. Smith to withdraw completely from the CIB program
Seconded by C. Barros

MOTION CARRIED
Unanimous

a) General

b) CIB

- The group feels that we should work on improving the current projects and continue to work on suggestions from previous evaluations.
- Budgeted money can be used elsewhere to help with this
- B. Robbins noted that we should be working towards keeping our town beautiful all summer instead of working really hard for 2 weeks just before the judges come.

Trade Show

- Change look of booth
- Bring plants from home or plant seeds to decorate
- Map of Community Gardens
- Giveaways will be compost bin and a planter built from recycled wood from Lacombe and possibly have school build & garden basket and seeds
- Jacqui and Julie will work on a poster for the backdrop
- The compost bins will have a new design that opens in the front
- Wayne will do looped TV presentation
- Jacqui will send around the Trade show schedule for people to pick times they want to work

Beautify your business

- Post pictures on website
- People can vote for winner
- Prize of Heart of Alberta dollars or GC

c) Green Spaces

Community Gardens

- **Need to purchase top soil from Walley's**
- Mulch from the Town
- Work on CG inclusion by building pathways and gardens for wheelchair accessibility
- Jay will look into matting
- Jay and Grace applied for Vision Credit Union grant to possibly cover some of the cost of the new raised beds

Community Orchard

- Pollinator gardens to be discussed

d) Green Actions

Tree Chipping

- More trees were at the transfer station than railway ave

- Continue with the project because it takes little to manage

e) Heritage Conservation

Stettler's Historical Signage

- **The Jimmy's Hardware sign has been fixed but Dave is trying to find someone to repair the lighting**
- Still waiting for a quote from Kim for cost to paint the Stettler Hotel Sign

d) New Ideas

6. Next Meeting- March 6, 2025

7. Adjournment- 1:02 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.

*TOWN OF STETTLER
JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES
March 6, 2025
10:00 a.m. – Town Office*

Present: Kathleen Shanks – Health & Safety Advisor
Rachel Morbeck – Administrative Representative
Brad Robbins – Parks & Leisure Management Representative
Derek Schowalter – Water Treatment Plant Representative
Corinne Nemetz – Parks & Leisure Representative
Sarah McCrindle – Public Works Management Representative
Chase Peterson – Pool Representative
Morgan Benoit – Public Works Representative Alternate
Roger Barnes – Parks & Leisure Representative Alternate

Missing: Leann Graham – CAO
Ezra Auton – Public Works Representative
Etienne Brugman – Fire Management Representative
Graham Scott – Administration Management Representative
Ashley Sharpe – Parks & Leisure Representative

1. Call to Order: C. Peterson called the meeting to order at 10:03 a.m.

2. Additions

3. Agenda Approval

Moved by S. McCrindle that the agenda of the March 6, 2025 JHSC Meeting be accepted as presented. Carried.

4. Confirmation of the Minutes of the Joint Health & Safety Committee (JHSC) Meeting of Feb. 6, 2025.

Moved by D. Schowalter that the Feb. 6, 2025 JHSC Meeting Minutes be accepted as presented. Carried.

5. Business Arising from Minutes

a) JHSC members reviewed the building inspection report (as attached).

6. Action Plan Review - Elemental 3,4,5

a. 3.01, 3.08, 3.09, 3.10, 3.13

b. 4.01, 4.05, 4.07, 4.11, 4.12

c. 5.02

JHSC members reviewed the above elements (as attached). Discussion ensued regarding the Joint Health and Safety Committee possibly reviewing each department's hazard assessments in the future.

7. New Business

a. Upcoming ICS training dates

K. Shanks advised that all department heads are aware of the dates for registration.

8. Health and Safety Advisor

a. Report

K. Shanks advised that she has been busy reviewing the safety audit and updating everything as needed.

9. Incidents

Damage to skid steer angle broom/power pole

K. Shanks advised that the motor stuck out and it was the driver's misjudgement. S. McCrindle advised that they have now flagged the motor sticking out so it doesn't happen again.

10. Correspondence

K. Shanks advised of the following AMHSA courses available:

- Health & Safety Committee / Health & Safety Representative – March 11
- Contractor Health & Safety Management – March 17
- Leadership for Safety Excellence – March 18-19
- Health and Safety Auditing – March 18-19
- Audit Refresher – May 8

11. Reports

CAO: No report.

Parks & Leisure: B. Robbins advised that they had an OH&S Inspector and an AMHSA Representative investigating the SRC, maintenance on the elevator room, an unplanned evacuation drill, employees taking training as needed, practicing safe work procedures, preparation for ice removal in the arenas, and training/testing on the ammonia detector.

Administration: K. Shanks advised that the office had Bondo replace all the locks on the office outside doors and our public washrooms are still under renovations. R. Morbeck advised that she completed her first aid training in February.

Pool: C. Peterson advised that they have been training new staff and completing hazard assessments as needed.

WTP: D. Schowalter advised that they just reviewed SDS's and are in the process of calibrating all lab equipment and installing new meters as needed.

Public Works: S. McCrindle advised that employees have been taking courses as needed. M. Benoit advised that they are helping train the new employee.

Fire Department: No report.

12. Next Meeting

The next meeting will be held on April 3, 2025 at the SRC.

13. Adjournment

R. Barnes moved to adjourn the meeting at 10:36 a.m. Carried.



Consulate-General of Japan in Calgary

Suite 950, 517- 10th Avenue SW
Calgary, Alberta, Canada
T2R 0A8

Mr. Gord Lawlor
Councillor
Town of Stettler
Box 280, 5031 - 50 Street
Stettler, Alberta T0C 2L0
glawlor@stettler.net

February 25th 2025

Dear Mr. Lawlor,

I am writing today to personally thank you for attending this year's Emperor's Birthday Celebration on Friday, February 21st at the Calgary Petroleum Club.

Thank you for the kind gift. The clock is currently on display in my office.

I look forward to working closely with you to further promote relationship between Japan and Alberta; and hope to see you again in the near future.

With my best regards,

Takehiko Wajima
Mr. Takehiko Wajima
Consul-General of Japan in Calgary