

# Town of Stettler

**COUNCIL MEETING**

**JANUARY 21, 2020**

**6:30 P.M.**

**BOARD ROOM**



# TOWN OF STETTLER MISSION STATEMENT

WE WILL PROVIDE A HIGH  
QUALITY OF LIFE FOR OUR  
RESIDENTS AND VISITORS  
THROUGH LEADERSHIP AND  
THE DELIVERY OF EFFECTIVE,  
EFFICIENT AND AFFORDABLE  
SERVICES THAT ARE SOCIALLY  
AND ENVIRONMENTALLY  
RESPONSIBLE

TOWN OF STETTLER  
 REGULAR COUNCIL MEETING  
 TUESDAY, JANUARY 21<sup>st</sup>, 2020  
 6:30 P.M.  
 AGENDA

1. Agenda Additions
2. Agenda Approval
3. Confirmation of Minutes
  - (a) Minutes of the Regular Council Meeting of January 7<sup>th</sup>, 2020 5-12
  - (b) Business Arising from the January 7<sup>th</sup>, 2020 Council Minutes
  - (c) Minutes of the Committee of the Whole Meeting of January 14<sup>th</sup>, 2020 13-16
  - (d) Business Arising from the January 14<sup>th</sup>, 2020 Committee of the Whole Minutes
4. Citizens Forum
5. Delegations
  - (a) Gordon Mielke – Stettler Golf & Country Club– 6:35pm
6. Administration
  - (a) 2019 Expense/Revenue Summary – December 31, 2019 (prior to Audit) 17-18
  - (b) 2019 Capital Budget Summary – December 31, 2019 19-21
  - (c) Bank Reconciliation – December 31, 2019 22
  - (d) CAO Reports 23-27
  - (e) Meeting Dates
    - Tuesday, January 28 – 2020 Capital Budget Deliberations – 3:00pm - SRC
    - Tuesday, February 4 – Council – 6:30pm
    - Thursday, February 6 – Brownlee LLP – Emerging Trends 2020 – Calgary (MF, GL, SP)
    - Tuesday, February 11 – COW – 4:30pm
    - Tuesday, February 18 – Council – 6:30pm
    - Tuesday, March 3 – Council – 6:30pm
    - Tuesday, March 10 – COW – 4:30pm
    - Tuesday, March 17 – Council – 6:30pm
    - Monday, April 6 – Regional Water – 1:00pm
    - Tuesday, April 7 – Council – 6:30pm
    - Tuesday, April 14 – COW – 4:30pm
    - Tuesday, April 21 – Council – 6:30pm (2019 Financial Statement)

COUNCIL AGENDA  
JANUARY 21<sup>st</sup>, 2020  
PAGE 2

- Tuesday, May 5 – Council – 6:30pm
- Tuesday, May 12 – 2020 Tax Budget Council Deliberations – 3:00pm
- Tuesday, May 12 – COW – 4:30pm
- Tuesday, May 19 – Council – 6:30pm (2020 Tax Budget and Tax Rate Bylaw)

(f) Accounts Payable in the amount of \$579,671.87 28-42  
(\$80,026.48 + \$4,385.39 + \$190,889.26 + \$72,195.98 + \$23,464.60  
+ \$208,710.16)

7. Council

(a) Meeting Reports

8. Minutes

9. Public Hearing

10. Bylaws

11. Correspondence

(a) Alberta Municipal Affairs – 2019 Assessment Year Modifiers 43-45

12. Items Added

13. In-Camera Session

14. Adjournment

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JANUARY 7<sup>TH</sup> 2020 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS

Present: Mayor Sean Nolls  
Councillors A. Campbell, M. Fischer, S. Pfeiffer & W. Smith  
CAO G. Switenky  
Assistant CAO S. Gerlitz

Absent: Councillors C. Barros & G. Lawlor  
Director of Planning & Development L. Graham  
Manager of Recreation & Culture B. Robbins

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

1/2. Agenda Additions/Approval:

Motion 20:01:01 Moved by Councillor Fischer to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. Confirmation of Minutes:

(a) Minutes of the Regular Meeting of Council held December 17<sup>th</sup>, 2019

Motion 20:01:02 Moved by Councillor Pfeiffer that the Minutes of the Regular Meeting of Council held on December 17<sup>th</sup>, 2019 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the December 17<sup>th</sup>, 2019 Minutes

None

4. Citizen's Forum: (a) No one was present at the Citizen's Forum

5. Delegations: (a) Terry Baltimore, Earl Radford, & Clint Sader – Steel Wheel Stampede – 6:35 PM

Mayor Nolls declared a conflict of interest relating to his involvement with the Steel Wheel Stampede Board.

Mayor Nolls left the meeting at 6:38 p.m.

Deputy Mayor Lawlor was absent from the meeting.

Councillor Fischer welcomed Steel Wheel Stampede Board Chair T. Baltimore, E. Radford and C. Sader to the meeting.

Board Chair T. Baltimore requested that Town Council consider providing continued financial support for the Steel Wheel Stampede by purchasing two tents at the event grounds. The cost of the tents would be \$8800. These tents would house the Trade Fair and Beer Gardens.

Motion 20:01:03

Moved by Councillor Campbell that the Town of Stettler Council purchase two tents at the 2020 Steel Wheel Stampede at a cost of \$8800, with funds to come from the Community Development Account in the 2020 Budget.

MOTION CARRIED  
Unanimous

Councillor Fischer thanked T. Baltimore, E. Radford and C. Sader for their presentation.

T. Baltimore, E. Radford and C. Sader left the meeting at 6:50 p.m.

Mayor S. Nolls returned to the meeting at 6:50 p.m.

6. Administration:

(a) Community Culture Funding Request

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

Councillor Pfeiffer declared a conflict of interest due to business interests.

Councillor Pfeiffer left the meeting at 6:52 p.m.

B. Robbins advised that a funding request has been submitted for consideration by the Town of Stettler to access funds in the Community Culture Fund by the Fine Arts Board of the William E. Hay Secondary Campus and Stettler & District Music Festival. From time to time this fund has been accessed by various community groups to assist with culture related projects, the most recent being the purchase of a "Green Screen" used by graphic and media arts classes at William E. Hay.

**Request Outline:**

1. Wireless Mic Sound System - \$9,000.00

- The new sounds system will greatly improve the audience experience.
- There is some urgency regarding sound and mic upgrades as a result of the upcoming performance of Mama Mia in late February.

2. Lighting Upgrade - \$60,000

- Upgrading existing incandescent lighting fixtures to LED fixtures.
- LED fixtures produce much less heat making the space more comfortable during full-house events that occur throughout the year.
- Colored LED fixtures have color mixing capabilities which provide thousands of onstage color options.
- Architectural control system was recently upgraded to handle LED lighting.
- Option to purchase in phases
  - Phase 1 - \$9,000 + GST
  - Phase 2 - \$12,000 + GST
  - Phase 3 - \$11,000 + GST
  - Phase 4 - \$28,000 + GST
- Fine Arts Board has approx. \$30,000 currently in place.

Motion 20:01:04

Moved by Councillor Fischer that the Town of Stettler Council accept the \$9,000.00 expenditure for the Wireless Mic Sound System, to be used by all community groups, with funds to come from the Art and Culture Reserve Account in the 2020 Capital Budget.

MOTION CARRIED  
Unanimous

Motion 20:01:05

Moved by Councillor Campbell that the Town of Stettler Council consider the request for lighting upgrades under the 2020 Capital Budget pending further information such as funding partners.

MOTION CARRIED  
Unanimous

Councillor Pfeiffer returned to the meeting at 6:58 p.m.

(b) Live Barn – SRC Venue Agreement

B. Robbins advised that LiveBarn is requesting to install its proprietary broadcast streaming services in both the Blue and Red Arena's at the SRC, at no cost, to the Town of Stettler.

LiveBarn is considered a leader in amateur sports broadcasting in North America and provides venues with a fully-automated, HD live stream and video storage solution. Their proprietary tracking system automatically follows the flow of the game. Broadcasts are available via desktop and mobile browsers in addition to the LiveBarn iOS app.

LiveBarn proposes the following as advantages of the software:

- More and more parents/relatives are working away from home and LiveBarn provides opportunity for them to watch their athlete live or on-demand.
- LiveBarn has the ability for its camera's to "Wake-Up" and "Go to Sleep." Additionally, venue has control of the system and can "black-out" activity in venue as they wish.
- Players/Coach/Official Development – Games are stored for 30 days with the ability to download 30 min segments or 30 second plays.
- Users can choose tracking that automatically follows the flow of the game or control camera with panoramic view, zoom or 180 controls.
- Cameras can be used to assist with in venue security and surveillance with Live broadcast and on-demand video archives. System also increases accountability of game participants, coaches and spectators.

LiveBarn is provided to the facility at no cost. This includes the initial installation, marketing, on-going ISP charges, product development and customer service.

The Town of Stettler (SRC) will be responsible for providing 2 TV screens inside the lobby at a location of our choosing and will also be responsible for assuming the cost of electricity for the components installed in connection with

the agreement. When users use the code offered through the SRC to become a member, LiveBarn will pay the Town of Stettler thirty percent (30%) of the revenues generated from those memberships over the lifetime of the membership.

Motion 20:01:06

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the agreement between the Town of Stettler and LiveBarn Inc. and approve the purchase of two (2) TV Screens, with funds to come from the 2020 Capital Budget.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked B. Robbins for his presentations.

(c) Alberta Community Partnership Grant Application

Mayor Nolls welcomed L. Graham to the meeting.

L. Graham advised that the Alberta Community Partnership is accepting Grant Applications for Intermunicipal Collaboration projects including development of regional land use plans and service delivery frameworks. The Town and County have previously completed a Red Willow Creek Basin Study and a Master Servicing Study under a similar grant program. Following the completion of these studies it was always intended to complete a review of the Intermunicipal Development Plan (IDP) followed by a new South East Area Structure Plan (SE ASP).

The process of developing a new SE ASP cannot begin until the completion of a routine review and amendment to the IDP as the area is completely within the IDP boundary and includes property within both municipal jurisdictions. The completed Master Servicing Study and a new Red Willow Creek Basin Study will be incorporated into the IDP amendment and New SE ASP.

As a part of the ACP Grant Application we must provide a council resolution or motion from both participating partners to confirm the project commitment and involvement. Jacinta Donovan will be taking a similar request to County Council on January 14, 2020. The completed application will be submitted prior to the January 20, 2020 deadline.

Motion 20:01:07

Moved by Councillor Fischer that the Town of Stettler Council support the Town's involvement in a review and amendment to the Town and County Intermunicipal Development Plan followed by a New South East Area Structure Plan and designate the Town of Stettler as the managing partner for the project under the Alberta Community Partnership Grant requirements.

MOTION CARRIED  
Unanimous

(d) Policy II-7(i) – Employee Code of Ethics

L. Graham and B. Robbins advised that the Corporate

Identity Committee has revised Policy II-7(i) – Employee Code of Ethics to mirror current organizational challenges and standards, as well as incorporate ethical expectations relating to online activity.

Motion 20:01:08

Moved by Councillor Smith that the Town of Stettler Council approve Policy II-7(i) as presented.

MOTION CARRIED  
 Unanimous

(e) Policy XIV – 4 – Organizational Communication

L. Graham and B. Robbins advised that the Corporate Identity Committee has developed Policy XIV-4 to regulate Organizational Communication.

The Policy outlines protocols and standards for internal social media management, public engagement, media relations and emergency communication.

Motion 20:01:09

Moved by Councillor Pfeiffer that the Town of Stettler Council approve Policy XIV-4 as amended.

MOTION CARRIED  
 Unanimous

(f) 2019 Capital Budget – Snow Blower Tender Award

CAO G. Switenky advised that there is an approved 2019 capital budget of \$180,000 to purchase a new Loader Mounted Snow Blower.

RFP's were sent out for a new 2020 loader mounted snow blower including many standard and some optional specifications. Three proposals were received. Administration completed a pre-qualification of all models to determine which met the specified criteria. At this point, only 2 proposals met the minimum specifications. Staff traveled to view both qualifying models for evaluation. The following proposals were evaluated:

Company Name	Brand/Model	Base Price	Hydraulically operated tilt chute	Hard Surfacing chute and drum	Color display screen	Total
Falcon Equipment Ltd.	LaRue D50	154,000	5,700.00	included	included	\$159,700.00
Industrial Machine Inc.	RPM 220	145,880	8,010.00	8,094.85	2,140.00	\$164,124.85
Tenco Inc.	Tenco TCS 202	Did not meet specifications				

Both machines are quality units meeting all specifications with similar evaluations and pricing. The Larue is the preferred machine because of serviceability. Both mechanic's evaluation showed access and component location was preferable for the Larue. Operators noted the Larue was a quieter machine with a more robust loading chute with thicker metal in the front augers. Both machines have a one year warranty on the blower and two years on the engine.

Motion 20:01:10

Moved by Councillor Fischer that the Town of Stettler Council award the purchase of the 2020 Loader Mounted Snow Blower to Falcon Equipment Ltd. Including the hydraulically operated tilt chute for a total purchase price of \$159,700, excluding gst with funding to come from the 2019 Capital Budget.

MOTION CARRIED  
Unanimous

(g) Meeting Dates

- Monday, January 13 – 2020 Strategic Planning Workshop – 3:00pm
- Tuesday, January 14 – COW – 4:30pm
- Tuesday, January 21 – Council – 6:30pm
- Tuesday, January 28 – 2020 Capital Budget Deliberations – 3:00pm – SRC
- Tuesday, February 4 – Council – 6:30pm
- Thursday, February 6 – Brownlee LLP – Emerging Trends 2020 – Calgary (MF, GL, SP)
- Tuesday, February 11 – COW – 4:30pm
- Tuesday, February 18 – Council – 6:30pm
- Tuesday, March 3 – Council – 6:30pm
- Tuesday, March 10 – COW 4:30pm
- Tuesday, March 17 – Council – 6:30pm
- Monday, April 6 – Regional Water – 1:00pm
- Tuesday, April 7 – Council – 6:30pm
- Tuesday, April 14 – COW – 4:30pm
- Tuesday, April 21 – Council – 6:30 (2019 Financial Statement)
- Tuesday, May 5 – Council 6:30pm
- Tuesday, May 12 – 2020 Tax Budget Council Deliberations – 3:00pm
- Tuesday, May 19 – Council – 6:30pm (2020 Tax Budget and Tax Rate Bylaw)

(h) Accounts Payable in the amount of

Motion 20:01:11

Moved by Councillor Smith that Accounts Payable in the amount of \$948,952.92 (\$231,389.98+ \$44,333.75 + \$113,530.77 + \$363,518.16 +\$52,426.42 + \$85,329.39+\$28,696.48+\$29,727.97) for the period ending January 7<sup>th</sup>, 2020 for having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. Council:

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

No report at this date.

(b) Councillor Barros

No report at this date.

(c) Councillor Campbell

No report at this date.

(d) Councillor Fischer

December 23 – Signed Stettler Waste Management Authority documents at County of Stettler Office

(e) Councillor Lawlor

No report at this date.

(f) Councillor Pfeiffer

December 18 – Economic Development Committee Meeting

(g) Councillor Smith

No report at this date.

Motion 20:01:12

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

MOTION CARRIED  
Unanimous

8. Minutes:

(a) Parkland Regional Library Board Meeting – November 7, 2019

(b) Stettler Waste Management Authority Meeting – December 13<sup>th</sup>, 2019

(c) Stettler District Ambulance Association Meeting – December 16<sup>th</sup>, 2019

Motion 20:01:13

Moved by Councillor Pfeiffer that the Town of Stettler approve the Minutes (a-c) as presented.

MOTION CARRIED  
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) None

11. Correspondence:

(a) Clearview Public Schools – Agreement for Services – School Resource Officer

(b) ACFA – Cancellation of Alberta Capital Finance Authority Shares

(c) P&H Elevator – Christmas Party Invitation – January 11, 2020

Motion 20:01:14

Moved by Councillor Campbell that the Town of Stettler Council accept the correspondence items (a-c) for information.

MOTION CARRIED  
Unanimous

12. Items Added:

(a) None

13. In-Camera Session:

(a) Golf Course Lease Renewal – Third Party Information – FOIP – Section 16

(b) Unightly Property Update – Third Party Information – FOIP – Section 16

Motion 20:01:15

Moved by Councillor Campbell that the Town of Stettler

Council proceed into an In-Camera Session with the CAO, Assistant CAO, Director of Planning & Development, and Manager of Recreation & Culture present to discuss the In-Camera items.

MOTION CARRIED  
Unanimous at 7:47 p.m.

B. Robbins left the meeting at 7:57 p.m.

Motion 20:01:16

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

MOTION CARRIED  
Unanimous at 8:41 p.m.

14. Adjournment:

Motion 20:01:17

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

MOTION CARRIED  
Unanimous at 8:41 p.m.

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Mayor

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Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
JANUARY 14, 2020

Present: Deputy Mayor G. Lawlor  
Councillors A. Campbell, M. Fischer, S. Pfeiffer & W. Smith

CAO G. Switenky  
Assistant CAO S. Gerlitz  
Director of Operations M. Robbins  
Director of Planning and Development L Graham  
RCMP Stettler Detachment Commander – T. Gaultois  
Constable J. McNickle – Stettler RCMP

Absent: Mayor S. Nolls  
Councillor C. Barros

Call to Order: Deputy Mayor G. Lawlor called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions  
none
2. Agenda Approval

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

MOTION CARRIED  
Unanimous

3. 4:30 p.m. – D. Richards, M. Kuefler (Highway 12 Sales), K. Hicks (Stettler Dodge), D. Lovell (SolutionCorp), D. Lynn (Re-Glycol) - East Industrial Business Delegation – Security Concerns

Deputy Mayor Lawlor welcomed the delegates to the meeting.

D. Richards advised that a group of about 15 business owners in the east industrial area met to discuss the ongoing criminal activity including thefts, break-ins, and general damages that have been occurring in the business area. A committee of 6 local business owners was established to explore options and ideas. To date, short term solutions identified include bolstering current security services in the area and doing volunteer patrols. Longer term goals of the committee include coordinating education and awareness for business owners on better ways they can protect their business and property through strategic property lighting, cameras, etc. Members of the volunteer committee met with Town of Stettler officials and RCMP to discuss various items such as increased streetlighting in the area, enhanced policing and/or engaging a professional security service to do overnight patrols in the area.

CAO G. Switenky and Director of Operations M. Robbins provided an update on streetlighting:

- There is no standard for number of streetlights, distance between streetlights or brightness of streetlights
- Municipalities are governed by the Transportation Association of Canada (TAC) which stipulates that municipalities set their own standard and set policies for streetlighting in the community
- Streetlights in the east industrial area are warranted based on pedestrian safety, speed, intersection safety and business access safety.
- An inventory of existing streetlights in the east industrial area was completed – darkness gaps were identified – 5-7 lights
- Streetlighting was installed at the time of subdivision – 1970s – 1980's
- Properties were purchased based on the subdivision's guidelines of the day
- In the past, the capital costs associated with additional streetlights would be the responsibility of the property owners under a Local Improvement Tax
- Under the current 2018 ATCO Franchise Agreement, there is no capital cost for additional streetlights, however operational costs of each light would increase \$600-\$1000 per year depending on the watts.

General discussion took place regarding the various community patterns of the spacing of streetlights in industrial areas. It was noted that Stettler is similar to similar sized communities which provides 70m – 120m spacing. RCMP Detachment Commander T. Gaultois also advised that streetlights somewhat assist with local property lighting, but onsite lighting is better for security/crime deterrent purposes.

D. Richards advised that the Business Committee requests the Town of Stettler to install additional streetlights warranted by the gaps identified within the inventory completed, and overtime look at further enhancements to local streetlights in the area.

CAO G. Switenky advised that Council would consider the extra operational costs of additional streetlights during Council's ongoing Budget deliberations, recognizing the standards that warrant streetlighting.

D. Richards informed the meeting that the Business Committee has hired Tri-West Security to conduct patrols over a 6-month contract. Over the past week, Tri-West Security has been providing scheduled patrols of industrial yards and parking lots, conducting walking perimeter patrols at each business checking gates and locks and alarm response. Activity reports are provided to each client. Tri-West Security enters into an agreement with each participating business, to legally allow property access. The Business Committee has received lots of interest and financial support from the business community. Currently, interested businesses have paid for the security patrols for a 6-month trial basis. The Committee has set monthly pricing based on a revenue scale for each business, for example under \$1.0M annual revenue - \$100.00/ month, and has set the localized area to be patrolled to ensure expected service levels by the contractor can be met. Therefore, not all Stettler businesses can participate in the program. Participation is voluntary and pricing is based on a honor system. However, the challenge is the administration of the agreement. The Town of

Stettler has contact information for each participating business through the business licenses.

D. Richards requested that the Town of Stettler be responsible for the administration (clerical) of the contract with Tri- West Security by invoicing and collecting the monthly fees paid by participating businesses two (2) times per year and paying the monthly invoice to Tri-West Security. Management of the contract with Tri-West Security would be through the Business Committee. It was a goal of the Committee not to be a financial burden on the rest of the tax base. Complaints, concerns, failure to pay from participating businesses would be the responsibility of the Business Committee.

General discussion took place regarding the administration expected from the Tri-West Security Contract since they have individual contracts with each participant.

CAO G. Switenky commended the Business Committee for the initiative but advised that the administration or providing the clerical function of the contract would be inappropriate for the Town because of the Town's roles and responsibilities under the Municipal Government Act (MGA), the requirement for audited revenue and expenditures in accordance with Towns policies and authorities, and possibly other Provincial Regulations such as the Freedom of Information and Privacy Act (FOIP). The following concerns were highlighted:

- With the contract between Tri- West Security and the local business, the Town of Stettler would be paying an invoice for a service that does not exist specifically for the Town. No contract has been signed with the Town to provide any service. This would possibly be a violation under the Municipal Government Act respecting approval for the expenditures within budgets and not having related revenue sources secure.
- The Town of Stettler has no authority to send anyone an invoice without transparent bylaw or policy governance
- There is potential for confusion as to whether this is a Town service, although Town Council has not set any of the rules
- With the Town responsible to pay the Tri-West Security monthly invoice, the RFP/Tendering and purchasing policies under the Town would have to apply
- The Town operates a universal system in that all business would be allowed to participate
- Tri-West Security should be doing their own invoicing and collection with the participating businesses.

It was further identified that the Committee has the expectation to generate extra funds from the participating businesses to be used at a later date for further security initiatives in the area such as cameras. It is these funds that would need to be held in some kind in trust until an appropriate spending decision can be authorized.

Deputy Mayor Lawlor thanked the delegates for their very informative presentation and initiative.

D. Richards, M. Kuefler (Highway 12 Sales), K. Hicks (Stettler Dodge), D. Lovell (SolutionCorp), and D. Lynn (Re-Glycol) left the meeting at 6:15 p.m.

4. Additions  
none

5. Adjournment

Moved by Councillor A. Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED  
Unanimous at \_\_\_\_\_ p.m.

\_\_\_\_\_  
Mayor

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

Revenue	2019 Budget	Actual - Dec 31, 2019 (pre audit)	Variance	%	Notes
Administration	\$315,332	\$318,763.77	-\$3,431.77	101.09%	
Clearview swimming pool - \$13,315)					
White Sands Contract - \$32,000)					
Inter Dept Utility Transfer - \$250,000)					
Police	\$563,249	\$458,156.85	\$105,092.15	81.34%	MSI Operating - \$53,680
Traffic Fines (Budget - \$70,000 / Actual \$48,741.85 - 70%)					
Provincial Grant - \$347,616					
Community Resource Program - \$86,069					Clearview 50% / County 25%
Fire	\$389,354	\$415,734.29	-\$26,380.29	106.78%	regional payment from county
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$278,203	\$138,498.76	\$139,704.24	49.78%	Animal / Business License / Property
Business Licenses (Budget - \$86,250 - Actual \$91,683 / Animal License - Budget \$21,700 - Actual \$44,665					
Roads, Streets, Walks, Lights	\$270,515	\$71,269.88	\$199,245.12	26.35%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$10,636.86	\$243.14	97.77%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,135,812	\$2,865,654.82	\$270,157.18	91.38%	
Metered sale of water (Budget - \$1,948,772 / Actual - \$1,653,860 - 85%)					
Metered out of Town (Budget - \$1,064,900 / Actual - \$1,095,984 - 103%)					
Bulk water (Budget - \$40,000 / Actual \$33,690 - 84%)					
Sewer	\$941,490	\$846,378.39	\$95,111.61	89.90%	
Sewer Service Charges (Budget - \$880,000 / Actual \$810,431 - 92%)					
Garbage Collection & Disposal	\$817,205	\$735,550.67	\$81,654.33	90.01%	SWMA haul rebate - \$23,000
Residential Garbage Revenue (Budget - \$617,580 / Actual \$567,977 - 92%)					
Recycling Revenue (Budget - \$168,480 / Actual - \$140,629 - 83%)					
FCSS	\$157,148	\$157,148.00	\$0.00	100.00%	
Cemetery	\$23,600	\$19,247.25	\$4,352.75	81.56%	
Planning & Development	\$69,500	\$35,333.53	\$34,166.47	50.84%	
Building Permits (Budget - \$30,000 / Actual - \$19,930 - 66%)					
Economic Development - BOT	\$197,050	\$299,259.80	-\$102,209.80	151.87%	Dr. Recruitment / Pheasant Festival
Subdivison Land	\$2,000	\$14,553.00	-\$12,553.00	727.65%	Utility Development Agreement
Land, Housing & Rentals	\$283,095	\$267,250.34	\$15,844.66	94.40%	
Health Unit - \$194,265					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$40,000 + \$2,000 GST)					
Recreation - General	\$3,520	\$1,960.08	\$1,559.92	55.68%	
Recreation Programs	\$22,200	\$25,968.53	-\$3,768.53	116.98%	Ball / Soccer (ball diamond fee)
Facilities	\$1,192,700	\$1,091,198.17	\$101,501.83	91.49%	County Partnership - \$471,600
Community Hall	\$53,000	\$37,915.48	\$15,084.52	71.54%	
Senior's Center	\$17,400	\$30,396.49	-\$12,996.49	174.69%	rental fees
Parks	\$115,650	\$161,899.83	-\$46,249.83	139.99%	
Lions Campground - Budget - \$90,000 / Actual - \$150,551.83 - 167%)					
Operating Contingency	\$0	\$98,795.52	-\$98,795.52	0.00%	
Taxes / Penalties	\$8,746,825	\$8,753,205.28	-\$6,380.28	100.07%	Incl Business Taxes / Penalties
Other Revenue	\$1,717,000	\$1,692,924.92	\$24,075.08	98.60%	
Franchise Fee - GAS (Budget - \$918,000 / Actual - \$827,690 - 90%)					
Franchise Fee - ELECTRIC (Budget - \$679,000 / Actual - \$640,907 - 94%)					
Return on Investments (Budget - \$120,000 / Actual - \$224,327 - 187%)					
<b>Total Revenue</b>	<b>\$19,322,728</b>	<b>\$18,547,700.51</b>	<b>\$775,027.49</b>	<b>95.99%</b>	

Expense	2019 Budget	Actual - Dec 31, 2019 (pre audit)	Variance	%	Notes
Council & Legislative	\$209,100	\$216,150.35	-\$7,050.35	103.37%	
Council Honorarium (Budget - \$148,400 / Actual - \$149,235 - 101%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$16,000 / Actual - \$23,221 - 145%)					
Council membership Conferences (Budget - \$15,000 / Actual - \$15,033 - 100%)					
Administration	\$1,160,197	\$1,152,412.69	\$7,784.31	99.33%	Admin, Office, Computer, Assess
Police	\$1,266,458	\$769,587.91	\$496,870.09	60.77%	
RCMP - Contract Billings (Budget - \$1,071,838)					
Fire	\$854,865	\$656,097.97	\$198,767.03	76.75%	
Disaster Services	\$20,218	\$1,021.13	\$19,196.87	5.05%	
Bylaw Enforcement	\$349,430	\$559,289.84	-\$209,859.84	160.06%	unsightly property
Common Services	\$146,230	\$127,606.33	\$18,623.67	87.26%	Shop
Roads, Streets, Walks, Lights	\$2,099,381	\$1,800,655.49	\$298,725.51	85.77%	
Airport	\$50,703	\$18,464.80	\$32,238.20	36.42%	
Water Supply & Distribution	\$3,040,843	\$2,752,970.03	\$287,872.97	90.53%	
Sewer	\$714,907	\$654,318.79	\$60,588.21	91.53%	
Garbage Collection & Disposal	\$741,935	\$605,108.52	\$136,826.48	81.56%	
FCSS	\$196,435	\$196,435.00	\$0.00	100.00%	
Cemetery	\$81,428	\$43,949.68	\$37,478.32	53.97%	
Planning & Development	\$386,605	\$243,392.24	\$143,212.76	62.96%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$585,067	\$574,792.35	\$10,274.65	98.24%	Ec Dev, BOT. HBC
Subdivison Land	\$53,920	\$51,593.45	\$2,326.55	95.69%	Unsightly Property
Land, Housing & Rentals (47343)	\$57,460	\$49,320.02	\$8,139.98	85.83%	
Recreation - General	\$136,160	\$127,125.02	\$9,034.98	93.36%	
Recreation Programs	\$80,480	\$78,960.69	\$1,519.31	98.11%	
Facilities	\$2,268,823	\$1,988,997.41	\$279,825.59	87.67%	
Culture	\$338,846	\$339,033.24	-\$187.24	100.06%	Parkland, Library, Museum
Community Hall	\$122,459	\$103,534.65	\$18,924.35	84.55%	
Senior's Center	\$13,990	\$6,112.35	\$7,877.65	43.69%	
Parks	\$653,443	\$520,719.49	\$132,723.51	79.69%	
Contingency	\$921,350	\$841,350.00	\$80,000.00	91.32%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$235,000) (JE made at end of year prior to Audit)					
Available for Capital from 2019 Operating Budget for 2019 Capital Budget - \$1,076,350 (Water \$94,969 + Utility \$301,853 (sewer, waste, recycling) + Total Available for Capital - \$679,528) + Contingency - Utility - \$30,000 / Salaries - \$50,000 = \$1,156,350					
Requisitions	\$2,746,995	\$2,647,010.80	\$99,984.20	96.36%	
ASFF (Budget - \$2,231,163 - Actual - \$2,144,963.71 - 96%)					
ASFF Separate School (Budget - \$184,109 / Actual - \$169,802.33 - 92%)					
County of Stettler Senior Lodges (Budget - \$331,308 - Actual \$331,308 - 100% Actual)					
<b>Total Expense</b>	<b>\$19,322,728</b>	<b>\$17,151,010.24</b>	<b>\$2,171,717.76</b>	<b>88.76%</b>	
<b>Surplus / Deficit</b>	<b>\$0</b>	<b>\$1,396,690.27</b>	<b>-\$1,396,690.27</b>		

GL Code	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2019 Budget Expense - Approved by Council	Difference (Actual / Budget)	Actual - Project Expenses - Dec 31, 2019 (Final Jan 14, 2020)	Utility (Water) Avail for Capital 2019 Interim Operating Budget (Rates) - \$94,969	Utility (other) Avail for Capital 2019 Interim Operating Budget (Rates) - \$301,853	Available for Capital 2019 Interim Operating Budget (taxes) - \$679,528	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2019 Operating Budget / MSI Operating (\$54,199)	Debtenture / Local Improvement	Updated Nov 2019 - Grants - MSI - \$566,378	Updated Nov 2019 Grants - FGT \$346,344 + FGT Top Up - \$326,235 = \$672,579	Updated Nov 2019 - Grants - BMTG (population) - \$357,120	Other	Total
ADM 6-12-03-00-30-630	Computer replacement	\$32,511.50	\$14,000	-\$18,512	\$32,511.50					\$32,511.50	Office equip						\$32,511.50
ADM 6-12-03-00-30-630	Computer Server Replacement	\$23,460.60	\$24,000	\$539	\$23,460.60					\$23,460.60	Office equip						\$23,460.60
FIRE 6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000	\$0	\$100,000.00			\$100,000.00									\$100,000.00
FIRE 6-23-00-00-30-630	2 way radio system Replacement AFRRCS (Alberta 1st Responder Communication System) in 2021	\$60,150.00	\$60,150	\$0	\$60,150.00			\$60,150.00									\$60,150.00
FIRE 6-23-00-30-00-630	Decontamination Containment System Air Shelter (total regional expense \$18,000)	\$17,700.00	\$18,000	\$300	\$17,700.00		\$2,842.00			\$6,008.00	Disaster				\$8,850.00	County	\$17,700.00
OP 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$130,518.74	\$130,000	-\$519	\$130,518.74			\$55,518.74		\$75,000.00							\$130,518.74
OP 2-32-09-00-03-244	Pathway Rehab (2017 Council Direction)	\$42,521.50	\$50,000	\$7,479	\$42,521.50					\$42,521.50							\$42,521.50
OP 6-32-09-60-00-660	Pathway Expansion - (Melissa Dec 30/19 - carry forward balance - \$100,000-46,628.12 = \$53,371.88)	\$46,628.12	\$100,000	\$53,372	\$46,628.12			\$46,628.12									\$46,628.12
OP 2-32-21-00-03-536	Pavement Patching	\$95,594.48	\$150,000	\$54,406	\$95,594.48			\$95,594.48									\$95,594.48
Roads 6-32-21-10-22-610	51st Avenue - 59-61st Street Cement and Paving - (Melissa Dec 30/19 - carry forward balance - \$0)	\$489,416.90	\$450,000	-\$39,417	\$489,416.90					\$54,199.00			\$119,219.90	\$315,998.00			\$489,416.90
Roads 6-32-21-10-05-610	49th Ave Overlay	\$115,678.44	\$300,000	\$184,322	\$115,678.44								\$115,678.44				\$115,678.44
Roads 6-32-21-10-01-610	Downtown StreetScape Concept Planning - (Melissa Dec 30/19 - carry forward balance - \$20,000-\$8728.79= \$11,271.21)	\$8,728.79	\$20,000	\$11,271	\$8,728.79			\$8,728.79									\$8,728.79
Water 6-41-11-10-22-610	Watermain replace on 52nd Street between 48-49 Ave - (Melissa Dec 30/19 - carry forward balance - \$221,369.75 - \$205,400.66 = \$15,969.09)	\$205,400.66	\$280,000	\$74,599	\$205,400.66								\$205,400.66				\$205,400.66
Water 6-41-11-10-23-610	Watermain replace west of 57ASTbetween 46-47 Ave - (Melissa Dec 30/19 - carry forward balance - \$229,465.78 - \$213,354.80 = \$16,110.98)	\$213,354.80	\$220,000	\$6,645	\$213,354.80								\$213,354.80				\$213,354.80
Water 6-41-14-20-01-620	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790)	\$210.00	\$150,000	\$149,790	\$210.00	\$210.00											\$210.00
Water 6-41-11-30-02-630	Water Meter Reader	\$3,100.00	\$14,500	\$11,400	\$3,100.00	\$3,100.00											\$3,100.00
Water 2-41-15-00-00-554	Heart Haven / Health Unit Fire Hydrant (should be \$0)	\$0.00	\$7,000	\$7,000	\$0.00												\$0.00
Sanitary 6-42-00-10-22-610	Sewermain replace west of 57ASTbetween 46-47 Ave - (Melissa Dec 30/19 - carry forward balance - \$229,465.78 - \$213,354.81 = \$16,110.97)	\$213,354.81	\$220,000	\$6,645	\$213,354.81								\$213,354.81				\$213,354.81
Sanitary 6-42-00-20-00-620	Lift Stations A & B Furnaces - (Melissa Dec 30/19 - carry forward balance - \$30,000 - \$0.00 = \$30,000)	\$0.00	\$30,000	\$30,000	\$0.00	\$0.00											\$0.00
Sanitary 6-42-01-10-11-610	Lagoon Cell B (2018) & Cell C (2019) - Desludging (Melissa Dec 30/19 - carry forward balance for desludging Cells B (2018 - Budget \$334,720 / tender amount - \$230,162.71) and C (2019 - Budget - \$300,000 / tender amount - \$153,442.67) - Total 2019 Carry forward to 2020 - (\$230,162.71+\$153,442.67-\$192,778.92 = \$190,826.46)	\$0.00	\$300,000	\$300,000	\$0.00								\$0.00				\$0.00
Storm 6-37-00-10-07-610	Storm Replacement northeast of lift station A (57 Street) - Melissa - Dec 30, 2019 - project cancelled	\$0.00	\$100,000	\$100,000	\$0.00		\$0.00										\$0.00
Equip 6-31-11-50-00-650	3/4 Tonne Truck - (Melissa Dec 30/19 - carry forward balance - \$36,526.25 - \$0 = \$39,526.25)	\$0.00	\$40,000	\$40,000	\$0.00	\$0.00											\$0.00
Equip 6-31-11-50-02-650	Tandem - (Melissa Dec 30/19 - carry forward balance - \$170,000-0=\$170,000)	\$0.00	\$170,000	\$170,000	\$0.00								\$0.00				\$0.00
Equip 6-31-11-30-06-630	Snow Blower - (Melissa Dec 30/19 - carry forward balance - \$180,000 - 0 = \$180,000)	\$0.00	\$180,000	\$180,000	\$0.00								\$0.00				\$0.00
Equip 6-31-11-30-18-630	Vehicle Scanner	\$10,976.39	\$12,000	\$1,024	\$10,976.39		\$10,976.39										\$10,976.39
Equip 6-32-10-10-01-610	Christmas Decorations	\$11,965.00	\$12,000	\$35	\$11,965.00			\$11,965.00									\$11,965.00
Cem 6-56-00-60-01-660	Cemetery Columbarium - Allan - January 6, 2020 - carry forward balance - \$20,000 - \$1800 = \$18,200	\$1,800.00	\$20,000	\$18,200	\$1,800.00			\$1,800.00									\$1,800.00
WTP 6-41-01-20-22-620	WTP - MCC Room Air Conditioning - (Melissa Dec 30/19 - carry forward balance - \$10,000 - \$675.96 = \$9324.04)	\$675.96	\$10,000	\$9,324	\$675.96	\$675.96											\$675.96
WTP 6-41-01-20-23-620	WTP - Aeration for Low Lift	\$20,748.28	\$50,000	\$29,252	\$20,748.28	\$20,748.28											\$20,748.28
WTP 6-41-01-20-10-620	WTP - Cathodic Protection Distribution Line - (Melissa Dec 30/19 - carry forward balance - \$100,000 - 0 = \$100,000)	\$0.00	\$100,000	\$100,000	\$0.00	\$0.00											\$0.00
WTP 6-41-01-20-24-620	WTP - Primary Coagulant	\$85,092.30	\$80,000	-\$5,092	\$85,092.30	\$85,092.30											\$85,092.30
WTP 6-41-01-20-25-620	WTP - Modify Heating System	\$3,337.00	\$15,000	\$11,663	\$3,337.00	\$3,337.00											\$3,337.00
SRC 6-73-11-20-02-620	SRC - New Flooring - Dressing rooms	\$175,030.46	\$165,000	-\$10,030	\$175,030.46			\$175,030.46									\$175,030.46
SRC 2-73-11-02-03-239	SRC - Red Arena - Re-vamp player boxes (glass, boards and gates) - carry forward to 2020 (Allan Sept 11)	\$0.00	\$16,500	\$16,500	\$0.00			\$0.00									\$0.00

POOL	2-73-13-03-252	Pool - Roof - Hail Damage - Insurance Claim (Allan Sept 11)	\$0.00	\$20,000	\$20,000			\$0.00											\$0.00
POOL	2-73-13-03-04-252	Pool - Change rooms doors and frames (Allan - April 26 - Project deleted - can be done at a later date - replace handicapped lift a priority right now - budget \$6000)	\$5,032.31	\$15,000	\$9,968	\$5,032.31		\$5,032.31											\$5,032.31
PARKS	6-77-02-60-00-660	Parks - Off leash dog park transition area & lighting	\$11,219.32	\$20,000	\$8,781	\$11,219.32		\$11,219.32											\$11,219.32
PARKS	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000	\$0.00	\$25,000	\$25,000			\$0.00											\$0.00
PARKS	6-77-81-10-00-610	Outdoor Rink - board package - carry fwd to 2020 (Allan Sept 11) - Allan - January 6, 2020 - project not being done - can be done through maintenance budget starting in 2021 operational budget	\$0.00	\$60,000	\$60,000		\$0.00												\$0.00
Hall	6-74-14-30-02-630	Community Hall - HVAC - Allan - January 6, 2020 - carry forward balance - \$271,000.00 - \$82,917.94	\$188,082.06	\$271,000	\$82,918	\$188,082.06		\$188,082.06											\$188,082.06
Planning	2-61-02-00-05-239	North ASP - (Melissa Dec 30/19 - carry forward balance - \$25,000 - 0 = \$25,000)	\$0.00	\$25,000	\$25,000			\$0.00											\$0.00
Planning	2-69-03-00-00-252	Bus Garage Update (roofing)	\$15,902.88	\$15,000	-\$903	\$15,902.88		\$15,902.88											\$15,902.88
Culture	2-74-99-91-00-764	Arts and Culture	\$15,000.00	\$15,000	\$0	\$15,000.00		\$15,000.00											\$15,000.00
<b>Council Motion - 19:03:04 - March 5, 2019 (Capital Budget)</b>				<b>\$4,074,150</b>															
Addition	6-73-12-30-00-630	Add: - Motion 19:03:04 - March 5 - SRC - Stepper	\$6,895.00	\$8,000	\$1,105	\$6,895.00		\$6,895.00											\$6,895.00
Addition	6-77-87-60-00-660	Add: Council Motion -19:03:19 - March 19 (Legacy Track)	\$154,367.79	\$150,000	-\$4,368	\$154,367.79		\$154,367.79											\$154,367.79
Addition	2-26-02-00-00-263	Add : Council Motion - 19:08:16 - Hazard Materials Abatement	\$387,110.12	\$168,053	-\$219,058	\$387,110.12													\$387,110.12
Addition	6-12-99-93-00-640	Add : Council Motion - 19:08:17 - Vision Credit Union Parking	\$65,258.48	\$64,343	-\$915	\$65,258.48													\$65,258.48
			<b>\$2,956,822.69</b>	<b>\$4,464,546</b>	<b>\$1,507,723</b>	<b>\$2,956,822.69</b>	<b>\$113,163.54</b>	<b>\$29,721.27</b>	<b>\$593,562.22</b>	<b>\$154,367.79</b>	<b>\$315,320.64</b>	<b>\$558,830.62</b>	<b>\$0.00</b>	<b>\$632,110.27</b>	<b>\$234,898.34</b>	<b>\$315,998.00</b>	<b>\$8,850.00</b>	<b>\$2,956,822.69</b>	
				<b>100%</b>			<b>\$1,076,350.00</b>	<b>\$736,447.03</b>					<b>-\$105,444.27</b>	<b>\$93,378.66</b>	<b>\$0.00</b>			<b>\$2,956,822.69</b>	
								<b>\$339,902.97</b>										<b>\$0.00</b>	

2018 Carry Forward

2018 Carry Forward - Projects not Completed		Brought forward from 2018 Budget Carry Forward	2018 Approved Amount (with tender amount updates)	Difference from Budget to Actual	Actual - Project Expenses - Dec 31, 2019 (Final Jan 14, 2020)	Utility (Water) Available for Capital Budget	Utility (other) Available for Capital Budget	Available for Capital (taxes)	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debtenture / Local Improve	Updated Nov 2019 - Grants - MSI - \$566,378	Updated Nov 2019 Grants - FGT \$346,344 + FGT Top Up - \$326,235 = \$672,579	Updated Nov 2019 - Grants - BMTG (population) - \$357,120	Other	Total
ENG C/T	6-32-21-10-22-610	51st Avenue - 57-59th Street Cement and Paving - April 3 - Motion 18:04:04 - 2018 Carry Forward - \$25,000 (Melissa - December 20)	0.00	\$25,000.00	\$25,000								\$0.00				\$0.00
ENG W/S	6-41-11-10-20-610	Water & Sewer replacement - 51Ave 59-61 Street - April 3 - Motion 18:04:03 - 2018 Carry Forward - \$25,000 (Melissa - December 20)	1,899.45	\$25,000.00	\$23,101	\$1,899.45		\$1,899.45					\$0.00				\$1,899.45
ENG W	6-41-14-10-01-610	Water Reservoir Exterior and Insulation - 2018 Carry Forward - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$50,000 - 0 = \$50,000)	0.00	50,000.00	\$50,000	\$0.00				\$0.00	Coat Reservoir Exterior						\$0.00
OP	2-41-16-00-00-554	Fire Hydrant Nozzle Replacement - 2018 Carry Forward - (Melissa - December 20)	8,210.40	15,000.00	\$6,790	\$8,210.40	\$8,210.40										\$8,210.40
ENG Lag	6-42-01-10-11-610	Lagoon Cell B (2018) & Cell C (2019) - Desludging (Melissa Dec 30/19 - carry forward balance for desludging Cells B (2018 - Budget \$334,720 / tender amount - \$230,162.71) and C (2019 - Budget - \$300,000 / tender amount - \$153,442.67) - Total 2019 Carry forward to 2020 - (\$230,162.71+\$153,442.67-\$192,778.92 = \$190,826.46)	192,778.92	334,720.00	\$141,941	\$192,778.92							\$192,778.92				\$192,778.92
ENG Lag	6-42-01-10-15-610	Lagoon - Armor Banks of Cells 7, 8, 9 - 2018 Carry Forward - (Melissa - December 20)	0.00	125,000.00	\$125,000		\$0.00										\$0.00
ENG S	6-42-00-10-20-610	New Sewer Dump - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$115,000 - 0 = \$115,000)	0.00	115,000.00	\$115,000		\$0.00										\$0.00
ENG S	6-32-03-60-00-660	Snow Dump Expansion	1,149.74	7,000.00	\$5,850	\$1,149.74	\$1,149.74										\$1,149.74
EQT	6-33-00-30-02-630	Airport Beacon - 2018 Carry Forward - (Melissa - December 20)	0.00	17,500.00	\$17,500			\$0.00									\$0.00
BLDG	6-41-01-20-19-620	WTP - Membrane Autopsy - 2018 Carry Forward - (Melissa - December 20)	520.17	18,000.00	\$17,480	\$520.17	\$520.17										\$520.17
ENG W	6-41-01-10-01-610	WTP - Waste Pond Dredging - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$350,000 - 1171.80 = \$348,828.20)	1,171.80	350,000.00	\$348,828	\$1,171.80	\$1,171.80										\$1,171.80
BLDG	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$250,000 - \$20,499.36 = \$229,500.64)	20,499.36	250,000.00	\$229,501	\$20,499.36			\$20,499.36								\$20,499.36
BLDG	6-41-01-20-20-620	WTP - Dual Chemical Feed Line - 2018 Carry Forward - (Melissa - December 20)	8,152.97	25,000.00	\$16,847	\$8,152.97				\$8,152.97	WTP Reserve (Bal 20171231 - \$30,698)						\$8,152.97

EQT	6-31-11-30-15-630	Backhoe - 2018 Carry Forward - \$6000 for new grave bucket (Melissa - December 20)	4,200.00	6,000.00	\$1,800	\$4,200.00	\$4,200.00												\$4,200.00		
EQT	6-12-02-30-03-630	Council - Board Room Chairs - 2018 Carry Forward - Steve - Working with Clearview to find suitable chair - or stick with old ones	0.00	11,000.00	\$11,000			\$0.00										\$0.00	Clearview	\$0.00	
Water / Sewer	6-41-11-10-08-610	4203-50A Ave - Motion 18:05:20 - 2018 Carry Forward - \$140,000 to 2019 to complete (Melissa - January 7, 2019) - (Melissa Dec 30/19 - carry forward \$5000 to cover engineering inspections - \$5000)	97,036.19	140,000.00	\$42,964	\$97,036.19								\$97,036.19						\$97,036.19	
EQT	6-56-00-30-00-630	Cemetery Vacuum Mower - 2017 Carry Forward - Lee - 20/12/17 - \$24,000 - 2018 Carry Forward - carry forward balance - Allan January 2, 2019	\$18,460.49	24,000.00	\$5,540	\$18,460.49				\$13,543.83									\$4,916.66	\$18,460.49	
<b>Total 2018 Carry Forward</b>			<b>\$354,079.49</b>	<b>\$1,538,220.00</b>		<b>\$354,079.49</b>	<b>\$9,902.37</b>	<b>\$5,349.74</b>	<b>\$15,443.28</b>	<b>\$20,499.36</b>	<b>\$8,152.97</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$289,815.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,916.66</b>	<b>\$0.00</b>	<b>\$354,079.49</b>

Prior Years Carry Forward

Prior Years Carry Forward		Brought forward from Budget Carry Forward	Previous Approved Amount (with tender amount updates)	Actual - Project Expenses - Dec 31, 2019 (Final Jan 14, 2020)	Utility (Water) Available for Capital Budget	Utility (other) Available for Capital Budget	Available for Capital (taxes)	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debtenture / Local Improve	Updated Nov 2019 - Grants - MSI - \$566,378	Updated Nov 2019 Grants - FGT \$346,344 + FGT Top Up - \$326,235 = \$672,579	Updated Nov 2019 - Grants - BMTG (population) - \$357,120	Other	Total		
ENG W/S	6-41-11-10-19-610	Motion 17:03:04 - Sewer / Water Main 51 Ave - 57 to 59 Street (Total Budget \$970,000 (450,000+520,000) Contract Price - \$737,042 - \$232,958 under budget - 2017 Carry Forward - Melissa 20/12/17 - \$25,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance (25,000-8587.35=16,412.65) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward \$16,413 to cover engineering inspections - \$16,413)	\$0.00	16,413.00		\$0.00					CAP-8973			\$0.00		\$0.00		
ENG W/S	641111012610 / 642001014610	Motion 17:02:27 - Sewer / Water - 50 Ave back alley between 55-56 Street - (Total Budget \$500,000 (250,000+250,000) \$78,217 Under Budget - 2017 Carry Forward - Melissa 20/12/17 - \$10,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward \$10,000 to cover engineering inspections - \$10,000)	\$0.00	10,000.00		\$0.00					CAP-8974			\$0.00		\$0.00		
ENG T	6-32-09-60-00-660	Pathway System Improvements (AG Society - \$200,000) - Reserve balance December 31, 2016 - \$167,982.00 Motion - 17:06:13 - June 20, 2017 - 2017 Carry Forward - Melissa 20/12/17 - \$41,014.73 - 2018 Carry Forward - need to relandscape boulevard in 2019 - carry forward \$10,000 - Melissa January 7, 2019	\$0.00	10,000.00	PROJECT IS COMPLETE				PROJECT IS COMPLETE						\$0.00			
EQT	6-33-00-10-01-630	Airport - GPS Approach - 2017 Carry Forward - Melissa 20/12/17 - \$40,000 - 2018 Carry Forward - carry forward balance (40,000-7,450 = 32,550) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance (joint Airport Grant - runway lighting) \$32,550 - 0 = \$32,550)	\$0.00	32,550.00		\$0.00									\$0.00	County	\$0.00	
ENG S	6-42-01-10-13-610	Lagoon - Cell Rehabilitation - 2017 Carry Forward - Melissa 20/12/17 - \$75,000 - Engineering and final work. - 2018 Carry Forward - carry forward balance - warranty expires in 2019 (75,000-15,062 = 59,938) - Melissa January 7, 2019	\$0.00	59,950.00	PROJECT IS COMPLETE				PROJECT IS COMPLETE						\$0.00			
EQT	6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30 - 2018 Carry Forward - carry forward balance to 2019 (88,895.30-54,188.57 = 34,706.73) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance (joint Airport Grant - runway lighting) \$34,706.73 - \$2201.72 = \$32,505.01)	\$2,201.72	34,706.73		\$2,201.72										\$2,201.72		
Parks	6-77-82-60-00-660	Flag Poles	\$325.00	325.00						\$325.00						\$325.00		
Creek	6-37-00-00-14-610	Red Willow Creek Study (from 2018)	\$181.00	181.00						\$181.00						\$181.00		
Lagoon	6-42-01-10-12-610	Lagoon - Legal	\$5,916.85	3,750.60				\$5,916.85								\$5,916.85		
<b>Total Previous Years Carry Forward</b>			<b>\$8,624.57</b>	<b>\$167,876.33</b>		<b>\$6,422.85</b>	<b>\$0.00</b>	<b>\$2,201.72</b>	<b>\$0.00</b>	<b>\$5,916.85</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,624.57</b>		
<b>Total 2019 Capital Budget (Inc Carry Forward)</b>			<b>\$3,319,526.75</b>	<b>\$6,170,641.83</b>		<b>\$3,317,325.03</b>	<b>\$123,065.91</b>	<b>\$37,272.73</b>	<b>\$609,005.50</b>	<b>\$180,784.00</b>	<b>\$323,473.61</b>	<b>\$559,336.62</b>	<b>\$0.00</b>	<b>\$921,925.38</b>	<b>\$234,898.34</b>	<b>\$315,998.00</b>	<b>\$13,766.66</b>	<b>\$3,319,526.75</b>
					100%			<b>\$769,344.14</b>	<b>\$504,257.61</b>			<b>Total Grants Available 2019</b>	<b>\$1,876,494.67</b>	<b>\$749,388.20</b>	<b>\$409,068.92</b>	<b>\$0.00</b>		
							<b>Total Reserves</b>	<b>\$1,273,601.75</b>			<b>Balance</b>	<b>\$954,569.29</b>	<b>\$514,489.86</b>	<b>\$93,070.92</b>				

**TOWN OF STETTLER  
BANK RECONCILIATION  
AS OF December 31, 2019**

Net Balance at End of Previous Month	\$	10,884,897.91
ADD: General Receipts (summarized below)		1,926,656.07
Interest Earned (Prime 3.95% less 1.65% = 2.30%)		22,086.26
Investments Matured		-
SUBTOTAL		12,833,640.24
LESS: General Disbursements		2,024,552.58
Payroll		296,134.80
Investments		-
Debenture Payments		180,091.14
Returned Cheques		1,157.62
Bank Charges		1,136.14
SUBTOTAL		2,503,072.28
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>10,330,567.96</b>
Balance at End of Month - Bank		10,451,296.32
ADD: Outstanding Deposits		11,321.97
LESS: Outstanding Cheques		132,050.33
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>10,330,567.96</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 21ST DAY OF JAN 2020

\_\_\_\_\_  
MAYOR

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

GENERAL RECEIPTS SUMMARY		
Tax	AR	253,480
Utility	AR	223,436
Gov't of AB	GST	75,412
ATCO	Franchise	63,230
Hw y 12/21	Water	26,452
County Of Stettler	Rec Agreement	470,980
COS Housing Autho	Parking Lot	57,232
Altagas	Franchise	100,195
Shirley Mclellan	Water	131,518
SRC	Rental, Memberships etc	21,937
Gov't of AB	Traffice Fines	6,381
Village of Gadsby	Water	7,141
BOT	Salary Reversal	21,843
BOT	Heartland \$, Souven Sale	24,906
Gov't of AB	MSI	254,810
Library	Salary Reversal	48,632
AE Kennedy	Rent	16,266
Other		122,805
	<b>Total</b>	<b>1,926,656</b>

TO: Town of Stettler Council

DATE: 2020 01 21

FROM: Greg Switenky  
CAO

**CHIEF ADMINISTRATIVE OFFICER'S REPORT – DECEMBER 2019**

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Committee of the Whole, Joint Health and Safety Committee, Stettler Waste Management Authority, Department Head and Staff Information sharing sessions.
2. 2020 – 2022 Interim Operating Budget presentation and workshop.
3. Town & County annual joint meeting.
4. Stettler Elementary School grade six class in Council Chambers with town of Stettler Mayor, County of Stettler Reeve & Clearview Schools Chair.
5. Introduction of new Stettler RCMP Detachment Commander Sgt. Tim Gaultois.
6. Social Media Training – Strategic Plan Communications.
7. Staff Christmas luncheon and long service award presentations.
8. Cat Bylaw/TNR program discussion with representatives from Animal Haven Rescue League.
9. Ongoing liaison and information sharing with County Administration; working on community matters and strengthening collaborative working relationships.
10. Ongoing internal orientation, guidance and communication of Council Roles & Responsibilities within our organization.
11. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

1. Meetings attended included: Council, Department Head, Staff, Economic Development Committee, Staff Appreciation and long service lunch, C&S Disposal Inc, Housing Assessment Round Table
2. Projects worked on included:
  - 2019 Revenue/Expense Budget Summary (December 31, 2019 – Pre-Audit)
  - 2019 Capital Budget Summary - (December 31, 2019 – Pre-Audit)
  - 2019 MSI, BMTG, FGT summary - (December 31, 2019 – Pre-Audit)

- 2019 Reserves Summary – (December 31, 2019 – Pre-Audit)
- 2019 Cash Flow Statement – (December 31, 2019 – Pre-Audit)
- 2020 Capital Budget
- Letter – residents in annexation areas (garbage, recycling, tax collection)
- Automated Waste Bins and Recycling “green bin” Rollout (Tower Road & Repp Subdivision)
- Garbage, Recycling, Composting RFP – Contract (questions)
- Council prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

#### TRANSPORTATION – IVAN WILFORD

- Sign repairs
- Graves and cremations
- Shop clean up
- Graded the water treatment plant a couple of times
- Haul snow from down town and school area
- Equipment cleaning, and maintenance
- sidewalk snow removal
- Parking lot snow removal
- Road grading and sanding
- Capped the motel area with clay and asphalt millings
- Haul snow piles away from parking lots
- Pedestrian cross-walk and street light inspection. Battery change at Catholic church corner
- Cut down big tree on 53 street
- Helped water department with leak on 53 street
- Looked at the Town of Olds snow blower

#### WATER – GRANT MCQUAY

1. Regular rounds, readings, locates and Bacterial sampling/Chlorine residual & turbidity testing.
2. Meter replacement program
3. Dig site maintenance
4. Curbstop repair.
5. Outdoor rinks
6. Weekly cleaning of sanitary tank and CL17 bottle replacement at Water Transfer Station and reservoir.
7. Monitoring wells and weir measurements.
8. Hydrant repair- Unthawed hydrant at 55 St & 48 Ave.
9. Serviced Collection/Distribution system pumps

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. Chemical bids were completed and letters sent out to vendors as well as new purchase orders numbers for the 2020 chemical orders.
2. The CIP caustic heater came back from warranty repairs and has been installed.
3. Bagshaw has not seen our sump pump that we sent out for a rewind so they are looking into its whereabouts for us.
4. New safety rails were built and will be installed around contact chamber #1 hatches, as well as new locking latches for the hatches. We will have instillation completed in January 2020.
5. Grab samples will continue for fluoride monitoring until the new year at which time a new fluoride meter will be purchased to replace the old meter which will no longer calibrate.
6. Operators continue to do required training. Tyler Nelson is scheduled to write his Level III Water Treatment Certification early next year.
7. Routine monthly maintenance being done.
8. Plant is running well at this time with no major problems.
9. It has been a productive year with a good start to the pond shading project that will be fully implemented next spring to help keep algae growth down. The new reservoir aeration project is completed and was running well before shutting down for the winter as it is not needed during cold water season. The primary coagulant enhancement project is completed with a new alum injection water pump installed along with a new polymer injection point being plumbed into the flocculation chamber for better floc production. A new cationic polymer was also introduced. A new streaming current meter was installed downstream of the alum injection point for better control of our alum feed rates. A new flow meter was installed downstream of the contact chamber #2 for better control of the chlorine, ammonia and fluoride feed rates. There is new larger exhaust fan and inlet vents in the MCC room for better cooling and protection of our electrical gear. The Reznor heaters in the microfiltration building have all been lowered for better heating of the lower working area of the building. Next spring and summer we will be trying some new beneficial bacteria to combat algae growth and eat the muck at the bottom of the reservoir to enhance the health of the reservoir and the finished product. Next year we will hopefully see a reward with these changes. So far chemical costs are down \$45,000 at the end of November 2019 report compared with last years numbers.

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- Department Head
- Social Media Training
- Regional Water Meeting
- Met with Insurance Adjustor – property related damage claim details
- Overhanging trees in lanes discussion
- WTP Transmission Valve Design

Projects:

- Capital Budget Preparation
- Finalizing progress payments for multiple capital projects
- Lead in Water – landowner information package
- As-built records for all 2019 projects
- Street Lighting Assessment
- Snow Blower RFP and Tender Award
- Airport Runway Lighting Repairs

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2018 Permits to December 31, 2018	2019 Permits to December 13, 2019
Institutional	\$310,659.00	\$1,330,455.00
Industrial	\$172,400.00	\$2,053,040.00
Commercial	\$2,325,567.00	\$3,284,924.00
Residential	\$2,411,006.00	\$1,170,260.00
Total	\$5,219,632.00	\$7,838,679.00

2. Projects:

- Stettler Motel Compliance Enforcement
- Housing Assessment
- Hail Assessments
- Golf Course Lease
- Economic Development Initiative
- Downtown Revitalization Initiative
- Corporate Identity Initiative
- North ASP RFP
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- Corporate Identity Meetings
- Economic Development Meetings
- Stettler Learning Centre
- Stettler Motel Site Meetings
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings

- Council and Committee Meetings
- Staff and Department Head

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

1. **Meetings:** Joint health and safety, after council, strategic planning, safety, staff meetings, and mid management.
2. **Projects:** Decoration takedown, snow removal, HVAC servicing, arena operations, permeant employee posting, summer casual ad preparation, outdoor rink maintenance, arena operations, and action on concern and complaint forms
3. Hard to believe that with this cold snap that we are already planning summer projects and looking at hiring casual positions. We had a very successful 2019 and are looking forward to a successful 2020. Maybe in 2021 we will have the hindsight of 2020!
4. I would like to congratulate Wayne on his retirement with the Town of Stettler and welcome him back as a casual.

REGIONAL FIRE CHIEF – MARK DENNIS

1. Training
  - Ice rescue training
  - Social Media training
2. Fire Department Operations
  - Meeting - Fire officer & department head
  - Fire Inspection/Plans review - Fire & Building code interpretation and requirement inquiries, Inspect Foremost paint booth
  - Repair tender 35 emergency shut down and rear tire
  - Replace boiler zone control and repair leak at Big Valley Fire Station
  - Staff recognition
  - Budget
  - Year end
3. Regional Fire Department Incident Summary
  - Total calls 17 - 5 motor vehicle incidents, 8 alarm calls, 3 Structure fires, 1 Medical first response



Greg Switenky  
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74252
Cheque Date	First	Last		74264

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	74252	2020-01-10	\$5.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&D Searches	2019.12.31	\$5.00	
-----			
Alberta Prairie Steam Tours	74253	2020-01-10	\$525.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
PR 2020 Train Schedule Advert	11.202 AD	\$525.00	
-----			
Bobcat of Red Deer	74254	2020-01-10	\$926.15
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans New teeth for asphalt wh	P02889	\$926.15	
-----			
Caro Analytical Services	74255	2020-01-10	\$157.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC1921559	\$157.50	
-----			
Golder Associates Ltd.	74256	2020-01-10	\$5,911.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Airport Terminal Bldg Hazardou	1067317	\$5,911.50	
-----			
Olds Concrete Services (2014)	74257	2020-01-10	\$8,915.52
-----			
Invoice Description	Invoice Number	Invoice Amount	
2019 Curb&Sidewalk HB Release	2177C PP#2-201	\$8,915.52	
-----			
Practica Ltd.	74258	2020-01-10	\$471.51
-----			
Invoice Description	Invoice Number	Invoice Amount	
Park Dog Waste Bags	41083	\$471.51	
-----			
Receiver General for Canada	74259	2020-01-10	\$60,325.98
-----			
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP01-2020	\$50,892.09	
Town Tax Remittance	PP01-2020.2	\$7,724.74	
BOT Tax Remittance	PP01-2020.BOT	\$1,709.15	
-----			
Recreation Facility Personnel	74260	2020-01-10	\$1,323.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC 2020 Facility Memberships	MEM2020-08425	\$441.00	
Park 2020 Training Memberships	MEM2020-07690	\$441.00	
Parks 2020 Training Membership	MEM2020-01635	\$441.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler & District Food Bank	74261	2020-01-10	\$1,120.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Admin EE Rec Event Donation		2020.01.03	\$1,120.00
-----			
Stettler Agri-Centre	74262	2020-01-10	\$60.57
-----			
Invoice Description		Invoice Number	Invoice Amount
Park Chainsaw repair parts		5085S	\$60.57
-----			
Town of Stettler - Petty Cash	74263	2020-01-10	\$215.45
-----			
Invoice Description		Invoice Number	Invoice Amount
Admin PC Lotto Tickets/Tissue		2020.01.06	\$215.45
-----			
Yellow Pages	74264	2020-01-10	\$69.30
-----			
Invoice Description		Invoice Number	Invoice Amount
Office Dec Directory Advertisi		19-7705708	\$69.30
-----			
		Total Cheques	\$80,026.48
			-----
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74265
Cheque Date	First	Last		74286

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bagshaw Electric Ltd.	74265	2020-01-17	\$4,493.02
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Shop Repair wire to cold stora	W10499	\$125.53
	Shop Fuses for meter	IC007245	\$8.20
	Trans 2 LED Bulbs	IC007031	\$97.23
	Trans Replace 30 amp breaker	W10504	\$483.45
	Airport Repair Runway Lights	W10468	\$195.56
	Airport Repair Runway Lights	W10502	\$156.45
	WTP Level sensors in sump	W10501	\$759.70
	Water Trans Pin Connector	IC007095	\$2.72
	A Lift Station Repair	W10469	\$83.87
	Water Trans A Lift Panel	W10503	\$91.80
	SRC HVAC Repair	W10508	\$78.23
	SRC 3 Switch Covers	IC007002	\$6.14
	SRC Zamboni Propane	IC006961	\$425.20
	Pool Replace Fixture/Replace	W10500	\$970.24
	Parks Wire Connectors unit#168	IC007248	\$3.89
	WTP Rewire Lowering Heaters	W10506	\$709.76
	Health Unit Seal Conduit in He	W10505	\$295.05
-----			
Big Game Source for Sports	74266	2020-01-17	\$693.69
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Water Trans Reimburse for H20	005	\$693.69
-----			
Cal-Trac Contracting Ltd.	74267	2020-01-17	\$3,238.20
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Snow Removal Grader Rental	303684	\$3,238.20
-----			
Canada Post Corporation	74268	2020-01-17	\$2,446.89
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Water Bills/Tax Pre-Auth Posta	9712795800	\$2,446.89
-----			
Fountain Tire Stettler Ltd.	74269	2020-01-17	\$1,226.36
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	Trans Recap tires axle 3 #86	073I028246	\$1,226.36
-----			
Heartland Glass Ltd.	74270	2020-01-17	\$68.68
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		
	SRC Blue Arena Door Sweep	104839	\$15.70
	SRC Tube of Mulco	104840	\$8.93
	Comm Hall Door Weather Strip R	104868	\$44.05
-----			
Jensen Interiors	74271	2020-01-17	\$32.53
-----			
	Invoice Description	Invoice Number	Invoice Amount
	-----		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Elevator Wall Paint	CG000001		\$32.53
Kathy's Printing Service	74272	2020-01-17	\$52.50
Invoice Description	Invoice Number	Invoice Amount	
HBC 5 Months of Heart Beat Ads	5001		\$52.50
Klay Tate Productions	74273	2020-01-17	\$525.00
Invoice Description	Invoice Number	Invoice Amount	
Family Day Photo Booth Deposit	2020.01.10		\$525.00
MPE Engineering Ltd	74274	2020-01-17	\$923.69
Invoice Description	Invoice Number	Invoice Amount	
WTP Eng Services WTP Valve	4360-001-00-06		\$923.69
Orion Safety Equipment Ltd.	74275	2020-01-17	\$405.11
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Winch Certificatio	48227		\$405.11
Praxair Distribution	74276	2020-01-17	\$482.91
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Cylinder Rental	93778885		\$348.23
Pool Facility Cylinder Lease	93902578		\$134.68
Purolator Courier Ltd.	74277	2020-01-17	\$870.53
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint/WTP/Water Freight	443427200		\$379.46
WTP Freight	7407483838		\$491.07
Red Deer Overdoor	74278	2020-01-17	\$9,392.25
Invoice Description	Invoice Number	Invoice Amount	
SRC Replace Overhead Fire	013317		\$9,392.25
Sobeys Captial Inc.	74279	2020-01-17	\$208.42
Invoice Description	Invoice Number	Invoice Amount	
Other Events Skate with Santa	096785		\$208.42
Stettler & District Senior	74280	2020-01-17	\$1,861.27
Invoice Description	Invoice Number	Invoice Amount	
Seniors - Hub Casino Fund	2020.01.14		\$1,861.27
Stettler Flooring	74281	2020-01-17	\$167.90
Invoice Description	Invoice Number	Invoice Amount	
Community Hall Carpet Tiles	64924		\$167.90

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Motors (1998) Ltd.	74282	2020-01-17	\$41,502.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Equip 2020 Chev Silverado 2500	2020.01.07	\$41,502.25	
-----			
Vanguard Collection Agencies L	74283	2020-01-17	\$100.45
-----			
Invoice Description	Invoice Number	Invoice Amount	
Wtr Billing Collection Agency	2019.12.31	\$100.45	
-----			
WFR Wholesale Fire & Rescue Lt	74284	2020-01-17	\$1,887.90
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 50 Fire Belts & Fre	118879	\$1,887.90	
-----			
Wilson, Elizabeth	74285	2020-01-17	\$260.56
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Call Expense - Meals	2020.01.10	\$166.07	
Fire Joint Station Wear Pants	2020.01.14	\$94.49	
-----			
Woody's Automotive Ltd.	74286	2020-01-17	\$1,355.87
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Degreaser	663668	\$149.09	
Shop Air Filters unit #160	663800	\$23.27	
Shop Water filter unit #160	663801	\$58.41	
Shop Pressure Wash Reel & Hose	664203	\$377.57	
Shop Spark Tester	662337	\$24.14	
Trans & Shop Anti-Freeze #86	662697	\$145.86	
Trans Head light unit #145	663054	\$33.14	
Trans Spark Plug unit #21A	663294	\$3.30	
Trans Wiper Blade unit #42	663019	\$13.08	
Trans Safety Switch unit #39	663298	\$15.07	
WTP Water Pum & Brake Pads	662859	\$306.60	
WTP Air Filter unit #12	663718	\$38.65	
Water Transfer case seal #135	662225	\$109.42	
Water Rad Cap unit #135	663092	\$7.67	
Parks Trans Filter & Oil #33	663529	\$107.03	
Total Cheques			\$72,195.98

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0002027
Cheque Date	First	Last		EFT0002052

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0002027	2020-01-14	\$369.92
-----			
Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP01-2020	\$369.92	
-----			
Automated Aquatics Canada Ltd.	EFT0002028	2020-01-14	\$343.51
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	0000091943	\$343.51	
-----			
Barnes, Roger	EFT0002029	2020-01-14	\$25.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Jan Phone Allowance	2020.01.01	\$25.00	
-----			
Border Paving Ltd.	EFT0002030	2020-01-14	\$82,298.24
-----			
Invoice Description	Invoice Number	Invoice Amount	
TS95 2019 Paving HB Release	TS95-PP#5	\$82,298.24	
-----			
Brownlee LLP	EFT0002031	2020-01-14	\$473.41
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin Stettler Golf Course Lea	491332	\$473.41	
-----			
Canadian Tire #671	EFT0002032	2020-01-14	\$219.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Replacement Xmas Lights	4042	\$151.60	
SRC Replacement Xmas Lights	4043	\$68.20	
-----			
Canadian Union of Public Emplo	EFT0002033	2020-01-14	\$770.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP01-2020	\$770.00	
-----			
Central Sharpening	EFT0002034	2020-01-14	\$147.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Sharpen Ice Knife	28104	\$147.00	
-----			
Chamco Industries Ltd.	EFT0002035	2020-01-14	\$4,570.14
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Vibration Test on pumps	6017093ADR	\$1,789.10	
Sewer Service Facility Pumps	6017099ADR	\$2,781.04	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Chemical International	EFT0002036	2020-01-14	\$496.13
Invoice Description	Invoice Number	Invoice Amount	
SRC Janitor Supplies	108551	\$496.13	
Digital Connection Office Syst	EFT0002037	2020-01-14	\$314.00
Invoice Description	Invoice Number	Invoice Amount	
Office & Wtr Billing Photocopy	236170	\$314.00	
Dodd, Sonia	EFT0002038	2020-01-14	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool Jan Phone Allowance	2020.01.01	\$25.00	
Gerlitz, Steven	EFT0002039	2020-01-14	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Jan Phone & Trvl	2020.01.01	\$100.00	
Graham, Leann	EFT0002040	2020-01-14	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Jan Phone & Trvl Allowance	2020.01.01	\$175.00	
Howe, Graham	EFT0002041	2020-01-14	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC/Cemetery Jan Phone Allow	2020.01.01	\$25.00	
Industrial Machine Inc.	EFT0002042	2020-01-14	\$406.50
Invoice Description	Invoice Number	Invoice Amount	
SRC Master Gauge #68	34783	\$427.35	
Loomis Express	EFT0002043	2020-01-14	\$35.08
Invoice Description	Invoice Number	Invoice Amount	
WTP Freight from Spartan Contr	8731519	\$35.08	
OK Tire Stettler	EFT0002044	2020-01-14	\$1,329.20
Invoice Description	Invoice Number	Invoice Amount	
Trans Front tires unit #2	IN059639	\$1,329.20	
QM Contracting	EFT0002045	2020-01-14	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Dec Water Meter Reader	931373	\$1,575.00	
Robbins, Brad	EFT0002046	2020-01-14	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Jan Travel Allowance	2020.01.01	\$100.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Scott, Graham	EFT0002047	2020-01-14	\$24.62
Invoice Description	Invoice Number	Invoice Amount	
Office 4 Cases of pop	2020.01.02	\$24.62	
Standage, Maddie	EFT0002048	2020-01-14	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Jan Travel Allowance	2020.01.01	\$150.00	
Stettler Building Supplies Ltd	EFT0002049	2020-01-14	\$172.20
Invoice Description	Invoice Number	Invoice Amount	
SRC Heat Gun	AC3292	\$172.20	
Switenky, Greg	EFT0002050	2020-01-14	\$370.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Jan Phone & Trvl	2020.01.01	\$370.00	
Urban Dirtworks Inc.	EFT0002051	2020-01-14	\$96,282.18
Invoice Description	Invoice Number	Invoice Amount	
TS93 57A St Water/Sewer Replac	PP#3-2019	\$96,282.18	
Van Houtte Coffee Services Inc	EFT0002052	2020-01-14	\$92.33
Invoice Description	Invoice Number	Invoice Amount	
Office Coffee	72210413-2020	\$92.33	
Total Cheques			\$190,889.26

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2020-01-21	2020-01-21		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	EFT0002053	2020-01-21	\$13,617.38
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Bylaw Dec Enforcement		11812	\$13,617.38
-----			
Alberta One-Call Corporation	EFT0002054	2020-01-21	\$31.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water Trans Dec 1st Calls		IN156195	\$31.50
-----			
Angus, Lara	EFT0002055	2020-01-21	\$204.62
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P.R. Strategic Planning Meetin		2020.01.13	\$204.62
-----			
Baharally, Charlene	EFT0002056	2020-01-21	\$109.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fitness Area Trvl & Sub Confer		2020.01.11	\$109.00
-----			
Black Press Group Ltd.	EFT0002057	2020-01-21	\$171.53
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P&D Dec Dev Permits		33833462	\$171.53
-----			
Stettler Regional Board of Tra	EFT0002058	2020-01-21	\$650.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Other Events For Santa&Grinch		1342	\$100.00
SRC Employee Recognition 10yr		1347	\$150.00
Employee Recongition Heartland		1344	\$400.00
-----			
Brownlee LLP	EFT0002059	2020-01-21	\$276.26
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sewer Lagoon Aeration Legal Fe		491527	\$276.26
-----			
Can Pak Environmental Inc.	EFT0002060	2020-01-21	\$25,379.51
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Dec Waste & Recycling Collecti		RD000000010809	\$25,379.51
-----			
Center Ice Concession	EFT0002061	2020-01-21	\$1,326.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P.R. Staff Appreciation Lunch		058	\$1,326.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cheri's Ultimate Cleaning Serv	EFT0002062	2020-01-21	\$5,811.47
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Jun 6th to Dec 22nd	441952	\$1,289.92	
Shop Jul 1st to Dec 30th Janit	441955	\$4,521.55	
ClearTech Industries Inc.	EFT0002063	2020-01-21	\$3,425.64
-----			
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Container Dep	817307	\$3,425.64	
Clearview Public Schools	EFT0002064	2020-01-21	\$1,933.18
-----			
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Dec Expenses	6091	\$1,933.18	
Dahl, Steven	EFT0002065	2020-01-21	\$50.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Jan Tool Allowance	2020.01.01	\$50.00	
Dean's Machine Inc.	EFT0002066	2020-01-21	\$1,788.42
-----			
Invoice Description	Invoice Number	Invoice Amount	
Trans Rebuild Mount unit #97	43045	\$1,788.42	
Digitex Canada Inc.	EFT0002067	2020-01-21	\$135.94
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies Dec 4 to Jan 3	IN614182	\$135.94	
Stettler FCSS	EFT0002068	2020-01-21	\$49,108.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
1st Qtr 2020 Requisition	2020.01.01	\$49,108.75	
GT Hydraulic & Bearing	EFT0002069	2020-01-21	\$2,047.05
-----			
Invoice Description	Invoice Number	Invoice Amount	
Shop Supplies/Equip Repair Par	000-325317	\$1,025.76	
Shop Water line hose repair #8	000-325980	\$87.09	
Shop Battery & Pressure Washer	000-326029	\$147.44	
Shop Fitting & Brgs for Hoist	000-326295	\$37.53	
	000-325966	\$183.77	
Parks, Trans, Water Ass Filter	000-325320	\$252.34	
Trans Hydraulic Hose Repair	000-326178	\$170.60	
Trans Circuit breaker unit #2	000-326427	\$76.84	
Water Air Line Fitting unit #3	000-326096	\$33.30	
SRC Belt for RTU Exhaust Fan	000-326068	\$32.38	
Heartland Stationers (2014) Lt	EFT0002070	2020-01-21	\$1,736.41
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	18411	\$8.36	
Office Stationery	18448	\$2.48	
Office Stationery	18492	\$40.51	
Office Stationery	18400	\$110.73	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trans Brother MFC Printer	18339		\$645.70
Water Trans Stationery	18523		\$14.60
Plan & Dev Stationery	18462		\$79.23
Plan & Dev Stationery	18505		\$21.00
Plan & Dev Stationery	18531		\$63.46
Eng Admin Stationery	18452		\$12.52
P&L Office Supplies	18410		\$94.37
P&L Office Stationery	18557		\$94.37
P&L Stationery	18579		\$76.58
Comm Hall 1000 Chair Castors	18518		\$472.50

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 Heartland Auto Supply      EFT0002071      2020-01-21      \$1,229.99

Invoice Description	Invoice Number	Invoice Amount
Fire Joint 320 Batteries	001-436558	\$165.73
Shop Spark Plug Tester, batter	001-434795	\$133.68
Shop Supplies	001-434974	\$108.11
Shop Bolts	001-435890	\$1.58
Shop & Wtr Trans Bolts & Lock	001-436098	\$3.42
Shop Snow Brushes	001-436497	\$17.98
Shop Grinding Disc	001-436537	\$143.06
Shop Saw Blade	001-435188	\$46.73
Shop Rubber Gloves	001-436837	\$34.71
Shop Drill bit & inserts	001-435412	\$24.65
Water Trans Quick Disconnect	001-435033	\$80.00
Trans Fuel Filters unit #94	001-434909	\$16.59
Trans U Joint Clamps unit #42	001-436150	\$9.03
Trans Wire Terminals unit #2	001-436789	\$3.48
Water Trans Hydrovac Nozzle	001-435027	\$60.53
Water Rear brake pads unit #13	001-436016	\$65.14
Parks Ball Joint unit #87	001-435134	\$108.32
Parks Actuator Motor Unit #83	001-436290	\$65.43
Parks Battery unit #83	001-436404	\$141.82

=====  
 Heartland Express      EFT0002072      2020-01-21      \$352.13

Invoice Description	Invoice Number	Invoice Amount
Trans Freight	10420	\$298.37
Trans Freight	10441	\$53.76

=====  
 Stettler Home Hardware      EFT0002073      2020-01-21      \$277.58

Invoice Description	Invoice Number	Invoice Amount
Office 3 Water Refills	118991	\$15.75
Trans 3 Water Refills	118920	\$11.25
P.W. 3 Water Refills	119096	\$11.25
Trans Extention Cord Tandem Tr	118981	\$66.14
Roads Locking Extension Pole	119118	\$41.99
SRC Janitor Supplies	119053	\$28.94
SRC Carpet Cleaner	119095	\$24.14
SRC Spray Foam	118907	\$9.44
SRC 4 Replacement Lamps	119042	\$57.14
SRC Paint Brush	119130	\$11.54

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 Keiths Refrigeration      EFT0002074      2020-01-21      \$2,722.74

Invoice Description	Invoice Number	Invoice Amount
Pool Facility Repair MUA	19594	\$2,439.55
SRC Walk in cooler repair	19659	\$283.19

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Municipal Property Consultants	EFT0002075	2020-01-21	\$6,803.08
Invoice Description	Invoice Number	Invoice Amount	
January 2020 Assessor	17128	\$6,803.08	
Rural Municipalities of Albert	EFT0002076	2020-01-21	\$6,381.30
Invoice Description	Invoice Number	Invoice Amount	
Shop & Trans Rear Tires #45/48	647234360	\$1,051.05	
Trans Grader blades unit #145	1546145	\$1,148.66	
Trans Curb runners unit #145	1546321	\$253.70	
Trans Mirror & Fuel Filters #1	90824752	\$324.38	
Trans Mirrors unit #145	90825493	\$238.20	
Trans Broom Wafers unit #42	1545894	\$1,909.91	
Water Wheel nuts unit #135	647234296	\$20.96	
SRC 2 - Scrubber Batteries	0504388	\$1,188.20	
SRC Scrubber repair parts	0504389	\$106.94	
SRC Scrubber Parts & Freight	0504687	\$139.30	
RMA Fuel Ltd.	EFT0002077	2020-01-21	\$8,831.86
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Equip Nov Gas Oil	PF-7928-81202	\$7,228.92	
Park/Trans/Water Diesel Marked	PF-7940-81347	\$1,391.35	
Trans/Water Trans oil #86 & 3	PF-7944-81371	\$211.59	
Rollies Vac Systems	EFT0002078	2020-01-21	\$336.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	20199	\$336.00	
Stenlund, Wayne	EFT0002079	2020-01-21	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Jan Tool Allowance	2020.01.01	\$25.00	
Stettler & District Handibus	EFT0002080	2020-01-21	\$244.15
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Dec Utilities	3177	\$244.15	
Stettler Public Library	EFT0002081	2020-01-21	\$62,545.43
Invoice Description	Invoice Number	Invoice Amount	
1st Qtr 2020 Requisition	2020.01.01	\$62,545.43	
Stingray Radio Inc.	EFT0002082	2020-01-21	\$682.50
Invoice Description	Invoice Number	Invoice Amount	
MiscDept Dec Advertising	301847-12	\$682.50	
Tagish Engineering Ltd.	EFT0002083	2020-01-21	\$9,550.97
Invoice Description	Invoice Number	Invoice Amount	
TS98-2020 Downtown Streetscape	17481	\$4,380.08	
TS95-2019 Rd Construction Prog	17480	\$148.84	
TS89-50A Ave Water & Sanitary	17478	\$136.08	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TS93-57A Land Infrastructure	17479		\$4,885.97
Trinus Technologies Inc	EFT0002084	2020-01-21	\$847.88
Invoice Description			Invoice Amount
Computer Backup Cartridge/setu			\$847.88
Wet Water Industries Ltd.	EFT0002085	2020-01-21	\$76.89
Invoice Description			Invoice Amount
Fire Joint Jan 2020 Wtr Treat			\$76.89
Total Cheques			\$208,710.16

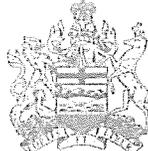


Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000251
Cheque Date	First	Last		ONL000253

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000251	2020-01-17	\$22,396.13
Invoice Description	Invoice Number	Invoice Amount	
-----			
Joint Office Dec Gas Bill	201912-3693	\$1,168.35	
Fire Joint Dec Gas Bill	201912-3687	\$1,118.34	
Town Shop Dec Gas Bill	201912-3694	\$863.59	
Airport Dec Gas Bill	201912-3686	\$244.01	
WTP Dec Gas Bill	201912-3689	\$5,485.01	
Water Trans Dec Gas Bill	201912-3684	\$250.04	
Sewer 1 Dec Gas Bill	201912-3685	\$435.30	
Sewer 2 Dec Gas Bill	201912-3692	\$213.65	
SRC Dec Gas Bill	201912-3691	\$11,517.94	
Community Hall Dec Gas Bill	201912-3690	\$520.81	
Lions Parks Dec Gas Bill	201912-3688	\$208.60	
Gear Up Dec Gas Bill	201912-3679	\$370.49	
=====			
Poulin's Professional Pest Con	ONL000252	2020-01-17	\$959.32
Invoice Description	Invoice Number	Invoice Amount	
-----			
WTP Monthly Pest Control	1217903	\$198.45	
SRC Purchase Pest Control Equi	1221944	\$525.00	
SRC One Time Pest Control Serv	1221774	\$235.87	
=====			
Shaw Cablesystems GP	ONL000253	2020-01-17	\$109.15
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fitness Area Feb Cable TV	2020.01.01	\$109.15	
	Total Cheques		\$23,464.60
			=====



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*  
*MLA, Edmonton - South West*

January 2, 2020

Dear Mayor or Reeve,

As you may know, the assessment models for wells, pipelines and machinery and equipment, which are used to determine the assessed values of these assets for taxation purposes, have not been updated since 2005. Over the past year, Municipal Affairs has been working on a review of the assessment models to ensure new technology is accounted for, current cost structures and industry practices are reflected, and result in a fair and transparent relative distribution of taxation.

The technical phase of the assessment model review, which included input from working groups of external subject matter experts, has now concluded. The initial results from the technical phase of the review indicate potentially significant shifts in assessment. As assessment changes can have consequential impacts to both municipalities and the oil and gas industry, I have determined additional engagement with industry and municipal associations is required before any final determinations are made.

Our aim is to ensure any changes resulting from the assessment model review do not have an adverse impact on the competitiveness of our energy sector or the viability of our rural municipalities. It is my intention this more robust stakeholder engagement be carried out in early 2020, with final decisions on the assessment model review to be made in spring. As a result, the changes to the assessment models will need to be deferred until the 2021 municipal tax year.

In the absence of new assessment models, assessment year modifiers (AYMs) need to be established for the 2020 tax year. These modifiers are similar to a consumer price index, and are used to adjust the property assessments for regulated industrial property from the base cost year in order to reflect current values. To support the budgeting process municipalities are undertaking, attached are the approved AYM's for the 2019 Assessment Year (2020 Tax Year).

In addition, a reduction in assessment for shallow gas assets will be applied for 2020 in order to continue the same magnitude of tax relief provided under the Shallow Gas Tax Relief Initiative (SGTRI) for 2019, and enable transition to the new assessment models for 2021. These wells and associated pipelines will receive a 35 per cent property assessment reduction for the 2020 tax year. It is my intention to apply the same criteria for this assessment reduction as were used to determine eligibility for tax relief under the SGTRI; there are approximately 70,000 wells and associated pipelines in Alberta meeting these criteria. As education tax credits will not be provided as they were under the SGTRI for 2019, municipalities will need to absorb the impact of this reduction in assessment.

...2/

Municipal Affairs is completing the annual updates to the Alberta Minister's Guidelines for taxation in 2020 to include the annual change to the AYMs, as well as the changes to the shallow gas assessments.

Further details on the engagement with municipal associations and industry organizations regarding the assessment model review will be provided by early January, 2020.

If you have any concerns regarding these changes, please contact Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants, at 780-415-1717, or [ethan.bayne@gov.ab.ca](mailto:ethan.bayne@gov.ab.ca).

Yours very truly,



Kaycee Madu  
Minister

Attachment – Assessment Year Modifier (AYM) Tables

cc: Honourable Sonya Savage  
Minister of Energy

Honourable Dale Nally  
Associate Minister of Natural Gas

Paul Wynnyk  
Deputy Minister, Municipal Affairs

Ethan Bayne  
Assistant Deputy Minister, Municipal Assessment and Grants

**Attachment – Assessment Year Modifier (AYM) Tables**

<b>Property Type</b>	<b>2018 Assessment Year (2019 Tax Year) AYM</b>	<b>2019 Assessment Year (2020 Tax Year) AYM</b>	<b>Percent Change</b>
Wells	1.200	1.192	-0.67
Pipelines	1.019	1.024	0.49
Electric Power Systems	1.470	1.471	0.07
Telecommunication Carriers	1.150	1.154	0.35
Cable Distribution Undertakings	1.389	1.394	0.36
Railway	1.410	1.460	3.55
Machinery & Equipment	1.40	1.41	0.71
Farm land (Dry Arable, Dry Pasture, Woodlot)	1.00	1.00	0
Farm land (Irrigated Arable)	1.03	1.03	0