

# Town of Stettler

**COUNCIL MEETING**

**APRIL 2, 2024**

**6:30 P.M.**

**BOARD ROOM**



**TOWN OF STETTLER  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 2<sup>nd</sup>, 2024  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

(a) Minutes of the Regular Council Meeting of March 19<sup>th</sup>, 2024 5-10

4. **Citizens Forum**

5. **Delegations**

(a) 6:30pm – Kaeden Satre & Clint Satre – Steel Wheel Stampede – Noise Bylaw Exemption Verbal

6. **Administration**

(a) Policy VI-5(a) – Toilet Replacement Program Amendment 11-14

(b) Water Meter Replacement – Operational Update 15-16

(c) 2024 Capital Budget – Skid Steer Purchase 17-19

(d) Bank Reconciliation – February 29, 2024 20

(e) Meeting Dates

- Tuesday, April 9 – COW – 4:30pm
- **Friday, April 12 – Sunday, April 14 – Stettler Trade Show**
- Tuesday, April 16 – Council – 6:30pm
- Tuesday, May 7 – Council – 6:30pm
- **Tuesday, May 14 – 2024 Tax Budget Deliberations – 3:00pm**
- Tuesday, May 14 – Committee – 4:30pm
- Tuesday, May 21 – Council – 6:30pm
- **Monday, June 3- Friday, June 7 – Seniors Week**
- Tuesday, June 4 – Council – 6:30pm
- **Saturday, June 8 – Steel Wheel Stampede Parade**
- Tuesday, June 11 – COW – 4:30pm
- Tuesday, June 18 – Council – 6:30pm

**COUNCIL AGENDA**  
**APRIL 2<sup>nd</sup>, 2024**  
**PAGE 2**

- (f) Accounts Payable in the amount of \$521,039.06  
(\$13,699.42 + \$223,613.32 + \$263,471.72 + \$20,254.60) 21-33
  
- 7. **Council**
  - (a) Meeting Reports
  
- 8. **Minutes**
  
- 9. **Public Hearing**
  
- 10. **Bylaws**
  
- 11. **Correspondence**
  - (a) Alberta Environment & Protected Areas – Water-Sharing Agreements 34-35
  
  - (b) P&H Elevator – Thank You Card 36
  
  - (c) Stettler District Ambulance Association – Contract Negotiation Letter to AHS 37-38
  
- 12. **Items Added**
  
- 13. **In-Camera Session**
  - (a) Local Healthcare – FOIP – Section 23 – Local Body Confidences
  
- 14. **Adjournment**



# 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.

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MARCH 19<sup>th</sup>, 2023 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor S. Nolls

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

CAO L. Graham

Assistant CAO S. Gerlitz

Assistant CAO K. Hymers

Director of Operations M. Robbins

Manager of Stettler Regional Fire Services I. Dijkstra

Media (1)

**Absent:**

**Call to Order:**

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

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

**Motion 24:03:11**

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 March 5<sup>th</sup>, 2024

**Motion 24:03:12**

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on March 5<sup>th</sup>, 2024 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the March 5<sup>th</sup>, 2024 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting held March 12<sup>th</sup>, 2024

Councillor Randell advised that he was not present at the March 12<sup>th</sup> Meeting, as reflected in the Minutes.

**Motion 24:03:13**

Moved by Councillor Barros that the Minutes of the Regular Meeting of Council held on March 12<sup>th</sup>, 2024 be approved as amended.

MOTION CARRIED  
Unanimous

- (d) Business Arising from the March 12<sup>th</sup>, 2024 Minutes

None

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

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

6. **Administration:**

(a) 2024 Capital Budget – Truck Purchases

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

2024 Capital Budget included \$145,000 to purchase two ¾-ton Trucks. Two tender packages were prepared and sent to the three local dealerships.

Summary of Tenders:

Specifications on fleet trucks are specified based on departmental needs and workload efficiency.

*3/4-ton truck crew cab:*

Stettler Dodge	\$61,548.00
Aspen Ford	\$63,703.00

*3/4-ton truck extended cab:*

Aspen Ford	\$62,553.00
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As all of the models meet specifications, administration is recommending proceeding with the lowest bidder for both units. Expected delivery of the Dodge truck is 3 months and the Ford is 6 months.

**Motion 24:03:14**

Moved by Councillor Pfeiffer that the Town of Stettler Council award the tenders as follows:

3/4-Ton Crew Cab Truck to Stettler Dodge at \$61,548.00  
 3/4-Ton Extended Cab to Aspen Ford at \$62,553.00  
 AND

Utilizing \$8000 from the remaining budget allocation to outfit the trucks with headache rack, radios, and toolboxes for a total expenditure of \$132,101, excluding GST, funded through the 2024 Capital Budget.

MOTION CARRIED  
 Unanimous

(b) 2024 Capital Budget – Tandem Purchase

M. Robbins advised that there is an approved 2024 Capital Budget of \$300,000 to purchase a new Tandem.

Summary of RFP's Received on February 29, 2023:

The Request for Proposal (RFP) was posted on Alberta Purchasing Connection. The following submissions were received:

Glover International Trucks Ltd. (International)	\$267,371.25 (Cummins engine/Bibeau Box)
Glover International Trucks Ltd. (International)	\$269,925.25 (Cummins engine/Renn Box)
RJames Management Group Ltd. (Western Star)	\$278,646.00 (Cummins engine/Renn Box)
Great West Kenworth Ltd. (Kenworth)	\$324,294.00 (PACCAR engine/Bibeau Box)
Great West Kenworth Ltd. (Kenworth)	\$326,848.00 (PACCAR engine/Renn Box)
Great West Kenworth Ltd. (Kenworth)	\$330,294.00 (Cummins engine/Bibeau Box)
Great West Kenworth Ltd. (Kenworth)	\$332,848.00 (Cummins engine/Renn Box)

All RFPs meet minimum proposal specifications. Delivery of all units is 9-12 months. The current Town fleet has both International and Freightliner tandems. The Renn box is preferred as they hold up well to corrosion from snow removal operations. Based on evaluating the RFPs on those factors, the International with Renn Box meets all requirements and has the preferred gravel box. The RFP included a trade-in value of the existing 2011 tandem, however staff feel the value offered is

low and we will explore options to dispose of the tandem when the new unit arrives. Expected value of the 2011 tandem is \$35,000.

**Budget Consideration:**

Glover International Cummins engine with Renn Box	\$269,925.25
Addition of remote grease lines	\$895.00
Extended 5 year Warranty	\$11,119.30
Radio/fire extinguisher/first aid kits (purchased separately)	<u>\$1,000.00</u>
<b>Total expenditure</b>	<b>\$282,393.55</b>

**Motion 24:03:15**

Moved by Councillor Randell that the Town of Stettler Council award the Tandem RFP to Glover International Trucks Ltd. for the purchase of a 2024 International Tandem with Renn gravel box, remote grease lines and 5-year extended warranty in the amount of \$281,393.55, and allows expenditure up to an additional \$1,000 (sourced locally) to outfit the tandem with radio and safety equipment for a total budget expenditure of \$282,393.55, excluding GST funded through the 2024 Capital Budget.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked M. Robbins for her excellent work on the tenders.

(c) 2024 Capital Budget – Regional Fire Manager Vehicle Tender

Mayor Nolls welcomed Manager of Stettler Regional Fire Services I. Dijkstra to the meeting.

CAO Graham advised that the County of Stettler Council has reviewed a memo prepared by County Administration regarding the Regional Fire Manager Vehicle Tender, and approved their 50% share of the \$87,800 purchase.

I. Dijkstra On January 31<sup>st</sup>, 2024, an “Invitation to Bid” was posted on the Alberta Purchasing Connection website for the purchase of one (1) New Registered Large Full-Size Short Cab Sport Utility Vehicle to be deployed within the Stettler Regional Fire Department fleet of equipment/vehicles. The tender closed on February 14, 2024 at 2pm with a tender opening held immediately following close. The following submissions were received:

Aspen Ford Sales Ltd	Stettler	\$67,854.00	2024 Expedition	24 Week Delivery	The unit is not serialized at this time, bid expected delivery is indicated for August 2024; unit may not be serialized. Unit met most but not all of the bid specifications
St. Albert Chrysler Dodge	St. Albert	\$68,199.00	2024 Durango	4 Week Delivery	The unit not considered a full size SUV, not further considered.
Shaganappi Motors	Calgary	\$77,609.25	2023 Tahoe LS	Immediate Delivery	The unit no longer available when bids were opened, not further considered.
Stettler Dodge Ltd	Stettler	\$87,429.00	2024 Jeep Wagoneer Series 2	10-12 Week Delivery	The unit has long extended lead time to delivery. The unit is white in colour (red available with up-charge).
Competition Chevrolet	Stony Plain	\$87,800.00	2023 Tahoe Z71	1 Week Delivery	The unit is available on the lot for delivery. Met all bid specification. Allows for fleet commonality with other SRFD squad units.
Gary Moe Chev Stettler	Stettler	\$95,933.00	2023 Yukon	Delivery Unknown	The unit not considered, as bid delivery specifications were not met.

One of the key factors in choosing a vehicle for deployment within the fire department is the timeframe in which the vehicle may be delivered. Once the vehicle has been received it will need to be outfitted as an emergency vehicle ahead of the approaching wildfire season. The estimated turnaround time for outfitting a vehicle of this nature is 4-6 weeks with an

estimated cost of \$25-30,000.

Discussion ensued.

Council agreed that a Procurement Policy for the Stettler Regional Fire Department will need to be created to help navigate these joint purchases in the future.

**Motion 24:03:16**

Moved by Councillor Smith that the Town of Stettler Council approve the shared purchase (50/50) of the 2023 Chevrolet Tahoe Z71 from Competition Chevrolet of Stony Plain, Alberta, for the sum of \$87,800 plus GST with funds to come from the 2024 Capital Budget.

MOTION CARRIED  
4 in favour/3 opposed

(d) CAO Reports

**Motion 24:03:17**

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

MOTION CARRIED  
Unanimous

(g) Meeting Dates

- Tuesday, April 2 – Council – 6:30pm
- Tuesday, April 9 – COW – 4:30pm
- **Friday, April 12-14 – Stettler Trade Show – SRC Red Arena**
- Tuesday, April 16 – Council – 6:30pm
- Tuesday, May 7 – Council – 6:30pm
- **Tuesday, May 14 – 2024 Tax Budget Deliberations – 3:00pm**
- Tuesday, May 14 – COW – 4:30pm
- Tuesday, May 21 – Council – 6:30pm

(f) Accounts Payable in the amount of \$175,660.71

**Motion 24:03:18**

Moved by Councillor Randell that the Accounts Payable in the amount of \$175,660.71 be paid as presented.

Councillor Pfeiffer abstained from voting on Cheque #EFT0007194 due to a conflict of interest.

MOTION CARRIED  
Unanimous

7. Council:

Councilors outlined highlights of meetings they attended.

(a) Mayor Nolls

- March 6 – Talk of the Town
- March 6 – SRC Expansion Committee
- March 6 – Met with Local Physician
- March 6 – Drought Preparedness Telephone Town Hall
- March 7 – Provincial Budget Luncheon with Minister of Finance
- March 8 – Met with Local Physician
- March 8 – Red Deer Home Show
- March 11 – Stettler District Ambulance Association
- March 12 – Stettler Regional Board of Trade
- March 12 – Joint Fire Committee
- March 12 – Committee of the Whole Meeting
- March 13 – Talk of the Town
- March 14-15 – Alberta Municipalities Spring Leaders Caucus
- March 18 – Heartland Youth Centre AGM



(b) Councillor Baker

March 6 – Drought Preparedness Telephone Town Hall  
March 7 – Provincial Budget Luncheon with Minister of Finance  
March 12 – Stettler Regional Board of Trade  
March 12 – Committee of the Whole Meeting  
March 14 – Clearview Local Governance Meeting  
March 15 – Stettler Waste Management Association  
March 18 – Heartland Youth Centre AGM

(c) Councillor Barros

March 6 – Community Builders Committee  
March 6 – Stettler Hospital Foundation  
March 6 – Stettler Adult Learning Special Meeting  
March 7 - Provincial Budget Luncheon with Minister of Finance  
March 12 – Committee of the Whole  
March 12 – Joint Fire Committee  
March 14 – Clearview Local Governance Meeting  
March 15 – Stettler Waste Management Authority  
March 18 – Heartland Youth Centre AGM

(d) Councillor Lawlor

March 6 – SRC Expansion Committee  
March 7 - Provincial Budget Luncheon with Minister of Finance  
March 8-10 – Red Deer Home Show  
March 11 – Stettler Ambulance Association  
March 12 – Stettler Regional Board of Trade Meeting  
March 13-15 – Alberta Municipalities Spring Leaders Caucus  
March 19 – Stettler Board of Trade Job Fair

(e) Councillor Pfeiffer

March 6 – Stettler Adult Learning Special Meeting  
March 6 – SRC Expansion Committee Meeting  
March 7 - Provincial Budget Luncheon with Minister of Finance  
March 8 – Red Deer Home Show  
March 12 – Stettler Regional Board of Trade  
March 12 – Committee of the Whole  
March 14 – Clearview Local Governance Meeting

(f) Councillor Randell

March 7 - Provincial Budget Luncheon with Minister of Finance  
March 11-13 – Alberta Seniors & Community Housing Association Conference  
March 18 – Stettler Town & Country Museum Meeting

(g) Councillor Smith

March 7 – Heartland Beautification Meeting  
March 8 – Stettler Airport Meeting  
March 8 – School Resource Officer Meeting  
March 12 – Committee of the Whole  
March 14 – Clearview Local Governance Meeting

**Motion 24:03:19**

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

MOTION CARRIED  
Unanimous

8. **Minutes:** (a) None

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) None
11. **Correspondence:** (a) Central Alberta Child Advocacy Centre – 2024 State of Child Wellbeing Launch  
(b) Stettler Cancer Support Group – Follow-Up Report

**Motion 24:03:20**

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

MOTION CARRIED  
Unanimous

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

**Motion 24:03:21**

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

MOTION CARRIED  
Unanimous at 7:52 p.m.

\_\_\_\_\_  
Mayor

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

## TOWN OF STETTLER

Prepared by: Director of Operational Services      Number: VI – 5(a)  
Adopted by: Town Council      Original Policy: 2008 07 22  
Previous Policy: 2012 07 03  
Current Policy: 2024 04 02

Title:                      **Toilet Replacement Program**

Purpose:                      To establish guidelines for the replacement of ~~old style~~ high volume toilets with new low flush toilets for residential properties.

- Policy Statement:
- a) Eligible to home owners within the Town of Stettler who have a utility account in good standing.
  - b) Eligible to homes built before January 1, 2007, who have a 13L ~~to 20 litre~~ **or greater** toilet to replace.
  - c) Eligible replacement toilets will be a **single flush less than** six-litre (6L) or **dual flush less than** three-litre/six-litre (3L/6L) and must ~~be on the list of acceptable toilets~~ **be WaterSense certified.**
  - d) The application form ~~will be available from the Town of Stettler office to be filled out is attached and available from the Town office or town website.~~ One application per toilet and a limit of four toilets per ~~utility account~~ **property can be replaced under the policy.**
  - e) Toilets to be purchased locally from a vendor/business/contractor in possession of a valid local Town of Stettler business license and a proof of purchase receipt will be required for the new toilet.
  - f) A rebate of \$50 for a single flush, less than six litre toilet or \$100 for a dual flush, **less than three/six litre** replacement toilet. **Credit to be applied to active utility account for the property, or if the property owner is not the utility account holder a refund cheque will be issued.**
  - g) Applicant must certify/declare that they have disposed of the “Removed” toilet to the extent that it can never be used as a functioning toilet ~~anywhere~~ again.



## TOILET REPLACEMENT PROGRAM - APPLICATION FORM

Rebates will be processed on a first come, first serve basis (as funding is available) and credits will be applied to applicant's utility account/ or issued a refund cheque to the property owner if they are not the current utility account holder. The Town of Stettler is not responsible for the installation or function of new toilet. Any qualified rebate may be subject to onsite inspection, verification or follow up contact by the Town of Stettler. Submitted applications do not guarantee an approval.

### Applicant Information

Name: \_\_\_\_\_

Utility account #: \_\_\_\_\_

Utility account Municipal Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Number of Toilets replaced at property under this policy \_\_\_\_\_

***Please make sure the new low flow toilet is WaterSense certified and purchased from a Stettler Business.*** These come in a range of models and prices and are widely available. This will assist with processing your application.

### New Toilet Information

Date of Purchase: \_\_\_\_\_ Store Purchased From: \_\_\_\_\_

Manufacturer/Model Name: \_\_\_\_\_

Flush Volume: \_\_\_\_\_ (to qualify a dual flush must be less than 3L/6L and single flush less than 6L)

Installed by: \_\_\_Plumber \_\_\_Self

Single Flush Low Flow \_\_\_\_\_ Rebate \$50

Dual Flush Low Flow \_\_\_\_\_ Rebate \$100

### I have included the following with my application:

\_\_\_\_\_ The original sales receipt for a WaterSense certified toilet purchased from a Stettler Business



**Declaration**

I declare that I am the utility account holder of this address in the Town of Stettler and that I have removed and demolished a 13 L flush (or greater) toilet(s) and installed a WaterSense certified low flow toilet(s) in my residence. I have read and understand the terms of the program and understand that the Town of Innisfail is not responsible for the installation or functioning of the toilet(s).

Signature of \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant

-Application must be submitted within 1 year of purchase date.

-It is recommended that you make a copy of your completed application form and receipts for your own records, as all information will not be returned.

## Toilet Replacement Program

Your big, old toilet is costing you a fortune! A toilet can waste thousands of litres of water every year, figuratively flushing your money down the drain. New six-litre toilets with proven technology can give the same results with less water, saving up to two-thirds water with every flush, and saving you up to \$100 per year in water and sewer charges.

The Toilet Replacement Program gives citizens in Stettler an opportunity to receive a Toilet Replacement Rebate for replacing old toilets with new water saving toilets. Applicants may be eligible for a Toilet Replacement Rebate by installing water saving six-litre or three-litre / six-litre dual flush toilets. Rebates range from \$50 - \$100 per toilet.

# Slow the Flow



Water saving toilets can cost as little as \$150. A list of eligible toilets is available at [www.stettler.net](http://www.stettler.net) or visit Town Office for a list. Review the performance information and choose a toilet best suited to your home or office. The toilet list is updated regularly.

### Why Switch Your Toilet?

- Preserve the environment!
- Save money on water bills!
- Receive a toilet replacement Rebate!

## How it works

### STEP 1 – Determine your Eligibility

#### Eligible Applicants

- Current Town of Stettler Water and Wastewater Utility customer
- Utility Account in good standing
- Property built before January 2007
- Have a 13-litre or 20-litre toilet to replace

### STEP 2 – Purchase a “Locally: new “Eligible” water-saving toilet

#### Eligible Toilets

**Six-litre (6L) or three-litre / six-litre (3L/6L) dual flush toilets must be on the Town of Stettler acceptable toilet list** (on the Water and Wastewater page of our website or available at the Town Office). Toilets are to be purchased locally and a proof of purchase receipt will be required for each new toilet. Maximum of four Toilet Replacement Rebates per utility account.

### STEP 3 – Send in your Application

To receive your Rebate – Send in:

- Completed application form
- Original sales receipt for new toilet (keep a copy for your records)

### Program Details

Toilet replacement Rebates will be processed on first-come, first-processed basis. Rebates will be applied as a credit to the utility account. Incomplete applications will be returned and applicants must then resubmit them.

**One application form must be completed for each Toilet Replacement Rebate.** Maximum of four Toilet Replacement Rebates per utility account.

Rebate amounts:

- 6L toilet replacement - \$50
- 3L/6L toilet replacement - \$100

## APPLICATION FORM

Homeowner  Property Manager

Full Name \_\_\_\_\_  
(as appears on Water & Wastewater Utility Bill)

Utility Account Number \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Postal Code \_\_\_\_\_

Home Phone \_\_\_\_\_

### NEW TOILET INSTALLATION INFORMATION

Installation Address \_\_\_\_\_ Year Built \_\_\_\_\_

Installed by:  self  plumber  other \_\_\_\_\_

Make/Model/Name \_\_\_\_\_

Toilet Volume  6L  3L/6L dual flush

Store Purchased From \_\_\_\_\_

Purchase Date \_\_\_\_\_

Installation Location

- Main bath  
 Master/Ensuite  
 Guest  
 Other \_\_\_\_\_

### WATER CONSERVATION INFORMATION

Number of toilets at this address \_\_\_\_\_

Number of persons at this address \_\_\_\_\_

Number of toilets previously replaced under this rebate program \_\_\_\_\_

Checklist – I have included:

- Original sales receipt for new toilet  
 Completed application form

### DECLARATION

I declare that I the undersigned have removed a 13L or 20L existing toilet and have installed an eligible 6L or 3L/6L dual flush toilet. I have disposed of the toilet so that it can never be used as a toilet again. I have read and understand the parameters of the program and understand that the Town of Stettler is not responsible for the installation or functioning of the toilets.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

The personal information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act, section 33(c) and will be used solely for the purpose of administration and evaluation of the Toilet Rebate Program. Participants may be contacted by survey for evaluation and water conservation program development. The Town of Stettler makes no warranties of representations respecting the operation or performance of the eligible toilets. This offer may be withdrawn without notice.

# MEMORANDUM

Date: March 26, 2024

To: Leann Graham  
CAO

From: Melissa Robbins  
Director of Operational Services

Re: Water Meter Replacement – Operational Update

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## **Background:**

At the beginning of 2024, administration implemented a plan to replace water meters that are no longer capturing reads and haven't been for a long time. January of 2024, town staff hung cards at these properties notifying the landowners of the need to replace the meter. As of February, 8 properties had responded to book meter replacement appointments. Working with bylaw, warning notices were mailed to the remaining 76 properties at the end of March, identifying the requirements under the bylaw to have functioning water meters with a deadline of March 28<sup>th</sup> to reach out to the office to book a meter replacement appointment. To date 56 of the properties have responded to the letter and either set up appointments, or we have allotted additional time to allow for plumbing/construction changes.

## **Challenges:**

All of these properties have been estimated for many years and sometimes there can be a significant amount of water that has been under or over billed.

When the water meter is replaced, staff can then get the actual water meter reading. According to Council Policy V1-3(f) Utility Account Billing Corrections all account corrections less than 12 months are handled administratively. Any accounts greater than 12 months are presented to Council for additional consideration. Administration is recommending completing a "calculated" 12 month correction on all these replacements to avoid overwhelming Council with potentially 70+ account corrections for consideration.

Example of how calculation is completed:

If an account was estimated for 2 years at 15 cu.m./month the amount of water billed would be 360 cu.m. When staff pull the water meter and get the reading, the water meter shows 500 cu.m. of water used, we calculate the adjustment as shown below:

$360.m. - 500 \text{ cu.m.} = 140 \text{ cu.m}$  of water not billed over a 24 month (2 year) period.

$140 \text{ cu.m.} / 24 \text{ months} = 5.8 \text{ cu.m/month}$  of unbilled water on average per month.

$5.8 \text{ cu.m/month} \times 12 \text{ months} = 70 \text{ cu.m.}$  at current water rate of \$3.0454/cu.m. the landowner would be billed an additional \$213.20.

The opposite scenario would apply if the Town had over billed the account holder.

This targeted effort has been met with it's challenges. As most of the landowners to date having to expend their own funds to complete plumbing or building corrections to access or relocate the meter to meet the bylaw, or they are faced with an additional charges on their utility account to correct for under billing.

**Next Steps:**

Following the expiry of the reply date, administration will then coordinate efforts with Bylaw to send registered letters to the outstanding properties. Following the registered letters, if landowners haven't responded, the next steps in the process is to consider applying penalties as outlined in the bylaw.



# Memo

Date: March 12, 2024  
To: Leann Graham  
CAO  
From: Melissa Robbins  
Director of Operational Services  
Re: Skid Steer Purchase

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## **Background:**

2024 Capital Budget includes \$35,000 to replace a new skid steer net a trade in of an existing skid steer.

## **Request for Proposal:**

Request for proposal (RFP) was posted on the Alberta Purchasing Connection. The following proposals were received.

<b>Company</b>	<b>Bid</b>
Future Ag (Kubota)	Did not meet spec
Brandt Tractor (John Deere)	\$89,900
Stettler Equipment (Bobcat)	\$90,440
Finning Canada (CAT)	\$92,016
Bobcat Red Deer (Bobcat)	\$99,000

## **Evaluation:**

The Kubota did not meet specification and therefore was not considered for purchase.

All the RFP's included a trade in value of the exiting CASE skid steer trade in values ranged from \$50-65,000. Rocky Mountain Equipment, although did not submit a bid, stated that the existing unit if sold privately would sell for higher, closer to \$70,000, especially considering it is only one year old and in very good shape.

Staff evaluated the Bobcat, John Deere and Cat skid steers. All units met specifications and have very favorable ratings.

In accordance with Policy VII-4 Purchasing of Goods and Services; local bidders are allowed a \$1,500 pre-tax price differential for purchases ranging between \$15,001-\$75,000. This differential would apply to Stettler Equipment as they are local.

John Deere and Bobcat offer a municipal trade in program.

- John Deere: Every year the existing unit can be traded in for a new model. The program outlines a yearly cost of approximately \$8,000 a year.
- Bobcat: Every year the existing unit can be traded in for a new model. The program allows the municipality to trade in the existing unit for 15% cost of the retail price of a new unit. It would cost approximately \$18,000 a year.

Public Works capital budget plan includes trading in a skid steer every two years for a budgeted amount of \$35,000. Based on enrolling into the John Deere program, this cost would look like spending \$8,000/year for a \$16,000 budget impact every 2 years, or alternatively, consider the BobCat program, \$18,000/yr, for a \$36,000 budget impact every 2 years.

<b>Skid Steer</b>	<b>Bid Price</b>	<b>Additions</b>	<b>Bid Consideration</b>	<b>Future Budget considerations (Current Capital Budget \$35,000 every two years)</b>
John Deere	\$89,900	Counter weights \$1,650, Box blade \$6,000	\$97,550	\$8,000 a year for a cost of \$16,000 every two years
BobCat	\$90,440	Box blade \$6,870	\$97,310	\$18,000 a year for a cost of \$36,000 every two years

Based on the evaluations, price and future purchases, administration is recommending awarding the skid steer to John Deere because of the current municipal trade program they offer is very favorable and has a savings to the Capital Budget of \$19,000 every two years.

**Recommendation:**

Administration respectfully recommends that Town of Stettler Council award the purchase of the skid steer to John Deere for \$89,900, including three counter weights for \$1,650 and a box blade attachment of \$6,000 and sell the existing unit for \$65,000 - \$70,000 for an expected a total budget expenditure of \$27,550 - \$32,550, excluding gst., funded from the 2024 Capital Budget.

**Alternative:**

Town of Stettler Council award the purchase of the skid steer to Stettler Equipment for \$90,440, with a box blade attachment of \$6,870 and sell the existing unit for \$65,000 - \$70,000 for an expected a total budget expenditure of \$27,310 - \$32,310, excluding gst., funded from the 2024 Capital Budget.



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77170	77179
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	77170	2024-03-18	\$20.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
P&D Searches		2024.02.29	\$20.00
-----			
Brandt Tractor Ltd.	77171	2024-03-18	\$1,092.94
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Machine Sidewalk Blades		4532803	\$1,624.56
-----			
Canada Post Corporation	77172	2024-03-18	\$1,575.62
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Water Bills Postage/Office		9906931623	\$1,575.62
-----			
ElectroGas Monitors Ltd.	77173	2024-03-18	\$6,636.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Fire Town 4 GasAlert MicroClip		SI112735	\$6,636.00
-----			
Falcon Equipment Ltd.	77174	2024-03-18	\$953.80
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Wear Blades for Snowblower		312003807	\$477.14
Blades for Snowlower		312003909	\$476.66
-----			
Spiral Mobility	77175	2024-03-18	\$764.23
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Chargers for Operators Ear Bud		17052	\$491.25
Headsets for Water Department		16979	\$272.98
-----			
Stettler Tool & Hardware	77176	2024-03-18	\$1,028.86
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Trans- Tools for Pickup Trucks		10010190	\$451.37
Raods- Backpack Water Kit		10010388	\$577.49
-----			
Thinktel Communications	77177	2024-03-18	\$163.36
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Office Telephone Services		1332801	\$163.36
-----			
Wajax Industries Limited	77178	2024-03-18	\$49.83
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Water Trans Paint for Loader		2024120014356	\$49.83

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Woody's Automotive Ltd.	77179	2024-03-18	\$1,414.78

Invoice Description	Invoice Number	Invoice Amount
Shop Towels	864439	\$61.31
Shop Seafoam & Soap	865259	\$94.48
Shop - Sanding Discs	865333	\$89.36
Shop Glass and Break clean	865977	\$27.11
Shop Zipties	866380	\$8.44
Shop Extention Cords	866555	\$36.33
Shop Washer Fluid	866616	\$19.99
Shop Adapter for Coolant	867861	\$71.87
Shop Floor Jack	866728	\$506.10
Shop Washer Fluid	865288	\$99.96
Shop Oil Filter for Pickup #45	865414	\$5.43
Shop Wiper Blades for Pickup	865805	\$43.20
Shop Hose for Draining Snow	867766	\$21.54
Shop Cleaning Rags	865743	\$95.42
Shop Cleaning Rags	865802	\$190.85
Shop Oil and Air Filter	865804	\$22.60
Shop Battery Cable	866150	\$20.79

Total Cheques \$13,699.42

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007200	EFT0007244
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																								
5 Star Services and Products I	EFT0007200	2024-03-19	\$821.10																								
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr><td>Fire Town Uniform Service Bars</td><td>159458RP</td><td>\$113.40</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159461RP</td><td>\$93.45</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159463RP</td><td>\$108.15</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159466RP</td><td>\$153.30</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159506RP</td><td>\$199.50</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159507RP</td><td>\$87.15</td></tr> <tr><td>Fire Town Uniform Service Bars</td><td>159510RP</td><td>\$66.15</td></tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Fire Town Uniform Service Bars	159458RP	\$113.40	Fire Town Uniform Service Bars	159461RP	\$93.45	Fire Town Uniform Service Bars	159463RP	\$108.15	Fire Town Uniform Service Bars	159466RP	\$153.30	Fire Town Uniform Service Bars	159506RP	\$199.50	Fire Town Uniform Service Bars	159507RP	\$87.15	Fire Town Uniform Service Bars	159510RP	\$66.15
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Action Plumbing & Excavating	EFT0007201	2024-03-19	\$4,662.59																								
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr><td>WTP Troubleshoot boiler</td><td>W41961</td><td>\$360.94</td></tr> <tr><td>WTP Heating Coil Repair</td><td>W41960</td><td>\$606.59</td></tr> <tr><td>SRC Flush Zamboni Boiler</td><td>W41994</td><td>\$744.72</td></tr> <tr><td>Pool Chlorine Pump</td><td>I034216</td><td>\$2,950.34</td></tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	WTP Troubleshoot boiler	W41961	\$360.94	WTP Heating Coil Repair	W41960	\$606.59	SRC Flush Zamboni Boiler	W41994	\$744.72	Pool Chlorine Pump	I034216	\$2,950.34									
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Alberta Animal Services	EFT0007202	2024-03-19	\$15,031.04																								
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AMSC Insurance Services Ltd.	EFT0007203	2024-03-19	\$4,801.00																								
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Bagshaw Electric Ltd.	EFT0007204	2024-03-19	\$5,395.81																								
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Black Press Group Ltd.	EFT0007205	2024-03-19	\$1,562.35																								
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P&D Dev Permits Ad	BPI111330	\$408.09																									
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Bounty Onsite Inc.	EFT0007207	2024-03-19	\$5,078.13																								
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Office Towel Dispensers	001-151035	\$309.75																									
WTP Janitor and Saftey Supplie	001-151162	\$311.42																									

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Sewer Welding Materials	001-151508		\$23.29
SRC Janitor Supplies	001-151169		\$1,990.29
SRC Janitor Supplies	001-151457		\$878.95
SRC Janitor Supplies	001-151613		\$698.67
SRC Janitor Supplies	001-151689		\$19.66
Community Hall Janitor Supplie	001-150998		\$874.83
=====			
Canadian Tire #671	EFT0007208	2024-03-19	\$136.47
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Garbage Cans	2110	\$52.48	
Sewer Soap Gun	2108	\$83.99	
=====			
Canoe Procurement Group of Can	EFT0007209	2024-03-19	\$29,442.25
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans Grader Blades & Freight	AB204041	\$2,916.52	
Trans Tire Repair Pickup #137	AB199949	\$42.98	
Trans Service Call Brake Issue	AB202471	\$1,032.68	
Trans TireRepair Excavator#108	AB203104	\$216.55	
Trans Replace TPMS Pickup#45	AB203950	\$89.33	
Trans 4 Tires Steamer Trailer	AB203956	\$627.19	
Trans Hydraulic Oil Grader#145	AB200686	\$581.20	
Trans Wiper Blade Loader #182	AB200640	\$118.25	
Snow Removal Grader Blades#145	AB201305	\$370.97	
SRC T300E Batteries	AB203465	\$1,024.07	
Trans/Water/Park Diesel Marked	PF-11784-11233	\$5,692.55	
Misc Dept Equip Fuel	PF-11792-11250	\$16,729.96	
=====			
Caro Analytical Services	EFT0007210	2024-03-19	\$230.48
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2403070	\$43.05	
WTP Water Analysis	IC2403244	\$187.43	
=====			
Central Sharpening	EFT0007211	2024-03-19	\$178.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Zamboni Blades	30732	\$178.50	
=====			
Chapman Riebeek	EFT0007212	2024-03-19	\$492.98
=====			
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Jan Legal Services	2402028	\$146.22	
Bylaw Feb Legal Services	2403024	\$346.76	
=====			
ClearTech Industries Inc.	EFT0007213	2024-03-19	\$4,045.61
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	INV1102920	\$4,560.11	
=====			
Clearview Public Schools	EFT0007214	2024-03-19	\$162.10
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Elevator phone and mats	7137	\$162.10	
=====			
Contact Safety Service Ltd.	EFT0007215	2024-03-19	\$18.90
=====			
Invoice Description	Invoice Number	Invoice Amount	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Fire Extingusher Tags	14629		\$18.90
Ember Graphics	EFT0007216	2024-03-19	\$514.50
Invoice Description	Invoice Number	Invoice Amount	
Public Relations Banners	8408	\$441.00	
SRC Elevator Letters	8373	\$73.50	
Gary Moe Chevrolet Buick GMC	EFT0007217	2024-03-19	\$466.65
Invoice Description	Invoice Number	Invoice Amount	
Park Replace Parts for Trailer	205938	\$466.65	
GT Hydraulic & Bearing	EFT0007218	2024-03-19	\$4,272.28
Invoice Description	Invoice Number	Invoice Amount	
Shop Fittings and Snaprings	000-406704	\$21.81	
Shop Filter and Bearing	000-408749	\$93.79	
Equip Machining Work Hyrdovac	000-407499	\$728.83	
Trans Fittings and Solendiods	000-405442	\$187.50	
Trans itings for Wille Unit	000-407324	\$51.48	
Trans Wiper Blades for Loader	000-407977	\$78.06	
Trans Hydraulic Hose	00408981	\$35.35	
Snow Removal Exhaust Parts	000-407721	\$871.67	
Snow Removal Rod for Snowgate	999-029740	\$1,534.55	
Water Equip Filters for Loader	000-407831	\$582.33	
Water Equip Cab Airbag	000-408135	\$76.42	
SRC Fittings for Zamboni	000-408906	\$10.49	
Heartland Auto Supply	EFT0007219	2024-03-19	\$4,601.55
Invoice Description	Invoice Number	Invoice Amount	
Trans Tools & Janitor Supplies	001-565035	\$109.22	
Shop General Supplies	001-563005	\$660.62	
Shop supplies	001-564083	\$479.98	
Shop Supplies Bolts and Nuts	001-564502	\$38.64	
Trans Shop Tools	001-564872	\$164.33	
Trans Saftey Glasses	001-562835	\$235.01	
Trans Equip Repair Seat Covers	001-562942	\$287.84	
Trans Fittings and Hydraulic	001-563870	\$475.90	
Trans Parts for Snowgate	001-564063	\$97.23	
Trans Equip Hydraulic Hose	001-564084	\$317.01	
Trans Equip Hose for Wear	001-564321	\$11.61	
Trans Equip Blower Motor	001-564576	\$184.16	
Trans Equip Fuses for Pivkup	001-564638	\$20.71	
Trans Equip Set up Supplies	001-564697	\$66.11	
Trans New Hose for Skid Steer	001-564831	\$116.93	
Trans Tools for Pickup Trucks	001-563123	\$300.27	
Trans Hammer for Grader	001-564874	\$26.58	
Snow Removal Hardware	001-563057	\$84.22	
Trans Snow Removal Equip	001-565918	\$10.62	
Trans Parts Asphalt Trailer	001-564575	\$45.36	
Trans Parts Asphalt Trailer	001-564584	\$17.17	
Trans Parts for Asphalt Traile	001-564516	\$27.09	
Trans Parts for Steamer	001-564342	\$54.60	
Trans Parts for Steamer	001-564343	\$221.26	
Water Fittings	001-562959	\$7.35	
Water Equip Battery Pickup	001-563988	\$192.51	
Waterworks Welding Tools	001-564803	\$13.73	
SRC Hose and Oil for Zamboni	001-563148	\$335.49	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Heartland Express	EFT0007220	2024-03-19	\$107.64
Invoice Description	Invoice Number	Invoice Amount	
Shop Freight	15386	\$107.64	
Heartland Glass Ltd.	EFT0007221	2024-03-19	\$164.28
Invoice Description	Invoice Number	Invoice Amount	
SRC Lock repair	108997	\$66.10	
Health Unit Door Repair	108987	\$98.18	
Hi Way 9 Express Ltd.	EFT0007222	2024-03-19	\$69.92
Invoice Description	Invoice Number	Invoice Amount	
Trans Freight	32509876	\$69.92	
Innov8 Digital Solutions	EFT0007224	2024-03-19	\$122.22
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies	IN476089	\$122.22	
KaizenLAB Inc.	EFT0007225	2024-03-19	\$218.40
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0093792	\$109.20	
Sewer Lagoon Sampling	INV0093904	\$109.20	
Keiths Refrigeration	EFT0007226	2024-03-19	\$1,141.67
Invoice Description	Invoice Number	Invoice Amount	
Health Unit RTU Repairs	23714	\$1,141.67	
Klearwater Equipment & Technol	EFT0007227	2024-03-19	\$3,588.45
Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies & Chemicals	240743	\$3,588.45	
Lifesaving Society	EFT0007228	2024-03-19	\$1,127.70
Invoice Description	Invoice Number	Invoice Amount	
Pool 3 Lifeguard instructor/9	27771	\$1,127.70	
Municipal Property Consultants	EFT0007229	2024-03-19	\$11,053.60
Invoice Description	Invoice Number	Invoice Amount	
March 2024 Assessor	17179	\$11,053.60	
Northstar Trucking Ltd.	EFT0007230	2024-03-19	\$4,988.98
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Supply Cat pushin	324946	\$4,536.00	
SRC Parking Lot Chips	324983	\$452.98	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Oakcreek Golf & Turf Inc.	EFT0007231	2024-03-19	\$1,334.69
Invoice Description	Invoice Number	Invoice Amount	
Park Hydraulic Cylinder Mower	1033828-00	\$1,334.69	
Peavey Mart	EFT0007232	2024-03-19	\$75.60
Invoice Description	Invoice Number	Invoice Amount	
SRC Garbage Cans	2017226	\$75.60	
Purolator Courier Ltd.	EFT0007233	2024-03-19	\$545.68
Invoice Description	Invoice Number	Invoice Amount	
Shop/WTP/Water Freight	455587402	\$545.68	
Stettler Agri-Centre	EFT0007234	2024-03-19	\$198.42
Invoice Description	Invoice Number	Invoice Amount	
Park Chainsaw Repair Parts	27374S	\$198.42	
Stettler Dodge Ltd.	EFT0007235	2024-03-19	\$194.19
Invoice Description	Invoice Number	Invoice Amount	
Trans Diagnose Burning Smell	461794	\$194.19	
Stettler Equipment Sales & Ren	EFT0007236	2024-03-19	\$2,113.90
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Teeth Asphalt Saw	145853	\$2,113.90	
Stettler Flooring	EFT0007237	2024-03-19	\$298.65
Invoice Description	Invoice Number	Invoice Amount	
SRC Paint & Supplies	76269	\$298.65	
Stettler Home Hardware	EFT0007223	2024-03-19	\$317.09
Invoice Description	Invoice Number	Invoice Amount	
Office Stationary	136236	\$17.84	
Office Water Refills	136309	\$15.75	
Office Water Refills	136372	\$10.50	
Office Water Refills	136434	\$10.50	
Office Anchors	136412	\$9.43	
Shop Janitor Supplies	136187	\$16.26	
Shop Water and Cat Food	136212	\$40.04	
Trans Asphalt Trailer Parts	136401	\$5.09	
Water Trans Water Refills	136392	\$11.25	
SRC Garbage Cans	136199	\$85.02	
SRC Remixed Fuel	136214	\$63.92	
Trans New Chainsaw Chain	136386	\$31.49	
Stettler Regional Board of Tra	EFT0007206	2024-03-19	\$100,000.00
Invoice Description	Invoice Number	Invoice Amount	
BOT 1st 2024 Grant	2024-1	\$100,000.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Telephone Answering S	EFT0007238	2024-03-19	\$136.50
Invoice Description	Invoice Number	Invoice Amount	
WTP Mar Working Alone Monitor	172	\$136.50	
Superior North America Inc.	EFT0007239	2024-03-19	\$347.03
Invoice Description	Invoice Number	Invoice Amount	
Drainage Steamer Nozzles	37045S	\$347.03	
Tagish Engineering Ltd.	EFT0007240	2024-03-19	\$3,191.08
Invoice Description	Invoice Number	Invoice Amount	
Airport TS116 Runway Rehab	20351	\$3,191.08	
Trinus Technologies Inc	EFT0007241	2024-03-19	\$1,129.83
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti Virus/Email/Back	6357	\$1,129.83	
Uptown Office Supply Ltd.	EFT0007242	2024-03-19	\$6,518.46
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	08297B	\$38.93	
Office Stationery	08396B	\$18.04	
Fire Jnt/Town/CountyChairmats	08394B	\$495.60	
Fire Joint File Organizer	08395B	\$52.43	
Fire Jnt/Town/County Desk Unit	A1180	\$5,538.75	
P&D Anti Fatigue Mat	08388B	\$136.50	
P&L Double Monitor Stand	08277B	\$157.43	
P&L Box of Paper	08338B	\$80.78	
WTS Manufacturing & Sales Inc.	EFT0007243	2024-03-19	\$715.05
Invoice Description	Invoice Number	Invoice Amount	
Trans Steel for Curbsmashers	4368	\$715.05	
Yost, Dustin & Maria Cristine	EFT0007244	2024-03-19	\$2,000.00
Invoice Description	Invoice Number	Invoice Amount	
Community Hall Mar Hall Janito	2024.03.01	\$2,000.00	
Total Cheques			\$223,613.32

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007245	EFT0007274
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0007245	2024-03-26	\$334.42
-----			
Invoice Description	Invoice Number	Invoice Amount	
AP Sub Pension Plan Remit	PP06-24	\$334.42	
-----			
Barros, Cheryl	EFT0007246	2024-03-26	\$53.10
-----			
Invoice Description	Invoice Number	Invoice Amount	
BOT Community Development	2024.03.19	\$53.10	
-----			
Bassa Social Innovations Inc.	EFT0007247	2024-03-26	\$8,925.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Municipal Planning Hosuing	INV24-004	\$8,925.00	
-----			
Brenda's Country Catering	EFT0007248	2024-03-26	\$128.63
-----			
Invoice Description	Invoice Number	Invoice Amount	
Airport March Meeting Lunch	4097	\$128.63	
-----			
Canadian Union of Public Emplo	EFT0007249	2024-03-26	\$660.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP06-24	\$660.00	
-----			
East Central Alberta Catholic	EFT0007251	2024-03-26	\$41,125.84
-----			
Invoice Description	Invoice Number	Invoice Amount	
Seperate School 1st QTR 2024	15307	\$41,125.84	
-----			
ECA Review	EFT0007250	2024-03-26	\$417.17
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Cupcake Consession Ads	18227	\$417.17	
-----			
Gerlitz, Steven	EFT0007252	2024-03-26	\$955.48
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin Sean Noll's Room	2024.03.15	\$437.84	
Admin Steven's Room & Parking	2023.09.29.	\$517.64	
-----			
IJD Inspections Ltd.	EFT0007253	2024-03-26	\$670.98
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&D Saftey Inspections	002-2024	\$670.98	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Jeremy Verhoven Trucking	EFT0007254	2024-03-26	\$8,434.13
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Machine Rental	2116	\$8,434.13	
Klearwater Equipment & Technol	EFT0007255	2024-03-26	\$2,793.00
Invoice Description	Invoice Number	Invoice Amount	
Water Plant Chemicals	240816	\$2,793.00	
Lawlor, Gord	EFT0007257	2024-03-26	\$76.11
Invoice Description	Invoice Number	Invoice Amount	
Council Meals	2024.03.15	\$76.11	
Lifesaving Society	EFT0007258	2024-03-26	\$481.80
Invoice Description	Invoice Number	Invoice Amount	
Pool 3 Lifeguard Exam Fees	28102	\$45.00	
Pool Swim Badges	28134	\$436.80	
Local Authorities Pension Plan	EFT0007256	2024-03-26	\$31,989.59
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP06-24	\$31,989.59	
Meridian OneCap Credit Corp	EFT0007259	2024-03-26	\$786.90
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopier Jan-Mar Lease	240401663948	\$786.90	
Nolls, Sean	EFT0007260	2024-03-26	\$434.00
Invoice Description	Invoice Number	Invoice Amount	
Council Travel to Home Show	2024.03.19	\$434.00	
Northstar Trucking Ltd.	EFT0007261	2024-03-26	\$4,284.00
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Supply Cat	325000	\$4,284.00	
Pfeiffer, Scott	EFT0007262	2024-03-26	\$80.00
Invoice Description	Invoice Number	Invoice Amount	
Council Travel Red Deer Home	2024.03.08	\$80.00	
Randell, Travis	EFT0007263	2024-03-26	\$1,045.14
Invoice Description	Invoice Number	Invoice Amount	
Council Travel, Room & Parking	2024.03.13	\$1,045.14	
Robbins, Melissa	EFT0007264	2024-03-26	\$236.00
Invoice Description	Invoice Number	Invoice Amount	
Engineering Dorught Workshop	2024.03.14	\$236.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Schwartz Home Building Centre	EFT0007265	2024-03-26	\$327.14
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Plywood for Shelvin	866981	\$327.14	
=====			
Scott, Graham	EFT0007266	2024-03-26	\$255.00
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Invoice Description	Invoice Number	Invoice Amount	
Public Relations HomeShow Trav	2024.03.11	\$255.00	
=====			
Stettler & District Handibus	EFT0007267	2024-03-26	\$328.49
-----			
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Utilities	4045	\$328.49	
=====			
Stettler Waste Management	EFT0007268	2024-03-26	\$108,205.00
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Invoice Description	Invoice Number	Invoice Amount	
Joint Landfill Requisition	SWM0004297	\$108,205.00	
=====			
Stielow Canada Inc.	EFT0007269	2024-03-26	\$1,056.41
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Repair Folding Machine	84627	\$1,056.41	
=====			
Tagish Engineering Ltd.	EFT0007270	2024-03-26	\$35,041.07
-----			
Invoice Description	Invoice Number	Invoice Amount	
TS116 Airport Runway Upgrades	20390	\$11,702.03	
TS108 Wtr Reservoir Upgrades	20350	\$7,559.56	
T108 WtrReservior Pump Upgrade	20388	\$3,176.33	
TS-109 Lagoon TRFR Stn Re	20389	\$12,603.15	
=====			
Team Aquatic Supplies Ltd.	EFT0007271	2024-03-26	\$616.35
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Freight & Goods for Resal	IN271400	\$616.35	
=====			
UBS Industires	EFT0007272	2024-03-26	\$1,207.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
Signs Breakaways for Uflange	1027011	\$1,207.50	
=====			
Vortex Production Services Ltd	EFT0007273	2024-03-26	\$2,532.72
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Install Spool on Pump	SPS0227209	\$330.28	
Sewer Relaced Packing in Pumps	SPS0227128	\$2,202.44	
=====			
Wally's Backhoe Services Ltd.	EFT0007274	2024-03-26	\$9,990.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Machine Rental	2289.2024	\$9,990.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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	Total Cheques		\$263,471.72
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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000765	ONL000765
Cheque Date	First	Last		

Sorted By: Vendor Name

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Collabria Payment Processing	ONL000765	2024-03-28	\$20,254.60

  

Invoice Description	Invoice Number	Invoice Amount
SRC Training WHMIS & Workplace	2024.03.13.761	\$94.48
P&D Desk Pad & Cards	2024.03.13.627	\$48.28
P&L WHMIS Refresher/Family Day	2024.03.13.765	\$776.26
BOT Corp Visa	2024.03.13.BOT	\$1,342.57
Fitness Are Special Event Mate	2024.03.13.751	\$196.35
WTP Training CEU Course	2024.03.13.767	\$504.90
Fire Town iPad Case/Subsistenc	2024.03.13.753	\$166.35
Computer Keyboard & Mouse	2024.03.13.768	\$2,316.38
Sewer WW Course/Asset Manageme	2024.03.13.763	\$787.02
HBC Meeting Lunch/Fitness Vac	2024.03.13.764	\$329.14
PR Emerging Trends Snacks	2024.03.13.760	\$41.93
Council Budge Tour Luncheon	2024.03.13.759	\$360.00
Fire Town Extendobed	2024.03.13.755	\$3,808.06
Eng Admin Truck Wash/Adobe Sub	2024.03.13.766	\$296.88
Roads Asphalt Trailer Parts/Sn	2024.03.13.762	\$1,181.70
Office Coffee Room Supplies/Of	2024.03.13.133	\$1,167.66
Pool Facility Bldg Repair Mate	2024.03.13.756	\$904.89
Trans Diagnose Heater Box Smel	2024.03.13.754	\$278.24
P.R. Brownlee Trends Conferenc	2024.03.13.758	\$5,653.51
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	Total Cheques	\$20,254.60
		=====



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

*Office of the Minister*

Dear Water Licence Holder,

Thank you for participating in Alberta's water-sharing negotiations over the past two months. By working to develop these water-sharing agreements, you have demonstrated the leadership, dedication and community spirit that makes Alberta great.

Negotiating water-sharing agreements is the most effective tool available to conserve water and reduce the risks posed by drought. Similar agreements struck in 2001 played a critical role in helping communities, irrigators and businesses survive and thrive. This year's discussions were the largest in Alberta's history, with licensees participating who have access of up to 90 per cent of the water that is allocated in the Red Deer, Bow and Old Man River basins.

As a result of this hard work, four draft memorandums of understanding (MOUs) have been developed covering the:

- Bow River Basin
- Red Deer River Basin
- Oldman River Basin
- Upper Tributaries of the Oldman River Basin.

While we were hoping to announce the conclusion of this important work at the end of March, it has become clear that more time will be required for each water licence holder to finalize their approval through your respective governance processes. **I am writing you to ask that you complete this work no later than April 18<sup>th</sup>, 2024.**

The conclusion of the largest water-sharing negotiations in Alberta's history will be a landmark achievement for all involved and an example to the rest of Canada. Accordingly, this achievement will be shared with the public and the media in a press conference in Calgary on Friday, April 19<sup>th</sup>. All signatories are invited to participate, please contact [EPA.Minister@gov.ab.ca](mailto:EPA.Minister@gov.ab.ca) to confirm your attendance.

Thank you again for your generosity, ingenuity and participation. On behalf of Alberta's government, I applaud your leadership and I look forward to working further with you to manage these agreements and maximize Alberta's water supply.

Sincerely,

A handwritten signature in black ink, reading "Rebecca Schulz". The signature is written in a cursive style with a large, stylized initial "R".

Rebecca Schulz  
Minister of Environment and Protected Areas

CC: All stakeholders.



Sean and your Administration  
Thank you for the unexpected  
donation in regard to the  
Dedication of the Homesteaders Park.  
We were pleased to be part  
of the activity. We are happy  
to help with community events  
when ever possible. Stan



# Stettler District Ambulance Association

Box 1270  
6602 – 44 Avenue  
Stettler, Alberta T0C 2L0  
Ambulance Bay:403.742.8604  
Admin: 403.742.4441

March 27, 2024

Chantal Balash  
Manager, Contract Strategy & Performance  
Alberta Health Services  
13443 149 Street  
Edmonton, AB, T5L2T3

EMAIL: [Chantal.Balash@ahs.ca](mailto:Chantal.Balash@ahs.ca)

Dear Ms. Balash,

## **RE: Stettler District Ambulance Associations Contract Negotiations**

On behalf of the Board for Stettler District Ambulance Association (SDAA), we wish to express our dissatisfaction with Alberta Health Services (AHS) neglecting to negotiate a new contract with SDAA prior to its expiration, disregarding our region's very active and essential ambulance service. We believe there have been insufficient efforts made to discuss and enter into a beneficial agreement, affecting our ability to operate efficiently. We wish to address this matter and enter into negotiations promptly.

As a vital component of the healthcare system in our region, the SDAA requires contract stability at a minimum, in order to effectively plan for inflation in operating and capital expenses and purchases. Without a contract it is difficult for SDAA to adequately budget and confirm positions for our staff. We believe moving all SDAA staff to 12-hour shifts and eliminating the core/flex scheduling aligns with AHS ambulance service current practices, and will allow us to better serve our community.

The continuation of core/flex scheduling significantly impacts our ability to compete in a very competitive job market to fill vacancies within our organization, when other services have already eliminated core/flex. This scheduling change will not only benefit our organization and improve the lives of our staff, but also improve the quality of care we are able provide to our community.

We look forward to negotiating with AHS in good faith to reach an agreement which will meet the current and future needs of both parties. By working together, we can achieve our long-term goals and continue to provide high-quality ambulance services to the residents of our district. We are confident through open, timely communication and collaboration, we will reach a resolution beneficial for all parties, efficiently and professionally meeting and serving the ambulatory care needs of our community.

We propose negotiations begin by April 30, 2024 rather than waiting until the eve of the expiration of the bridging contract. Thank you for your prompt attention to this matter to confirm a start date for negotiations with us.

Sincerely,



Justin Stevens, CHAIRPERSON

CC:

Honourable Danielle Smith, Premier of Alberta

Honourable Adriana LaGrange, Minister of Health

Honourable Nate Horner, Minister of Finance and MLA for Drumheller-Stettler

Regional Partners

EMS Service Providers