

Town of Stettler

COUNCIL MEETING

May 6, 2025

6:30 P.M.

BOARD ROOM



Town of **Stettler**

Mission Statement



We will provide
a high quality of life
for our residents and visitors
through leadership and
the sustainable delivery
of effective, efficient
and affordable services
that are socially and
environmentally responsible.

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

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

- | | |
|---|-------|
| (a) Minutes of the Regular Council Meeting of April 15 th , 2025 | 5-11 |
| (b) Minutes of the Special Meeting of April 29 th , 2025 | 12-13 |

4. **Delegations**

- (a) 6:35 p.m. – Dave McCourt, Model T Club

5. **Citizen's Forum**

6. **Administration**

- | | |
|---|-------|
| (a) Request for Decision – Subdivision Application – 5402 – 70 Street | 14-26 |
| (b) Request for Decision – Subdivision Application – 4916 – 53 Street | 27-31 |
| (c) Request for Decision – Sponsorship Advertising Pilot | 32-34 |
| (d) 2025 Capital Budget – Watermain 50 Ave – 50-52 Street | 35 |
| (e) Request for Decision – 2025 Tax Budget | 36-49 |
| (f) Meeting Dates | |
| <ul style="list-style-type: none">- Thursday, May 8, 2025 – COW – 4:30 p.m.- Tuesday, May 20, 2025 – Council – 6:30 p.m.- Tuesday, June 3, 2025 – Council – 6:30 p.m.- Tuesday, June 10, 2025 – COW – 4:30 p.m.- Tuesday, June 17, 2025 – Council – 6:30 p.m. | |
| (g) Accounts Payable in the amount of \$737,610.90 | 50-70 |
| <p style="text-align:center">(\$76,553.87 + \$10,668.68 + \$525 + \$102,624.29 + \$1,649.56 + \$38,481.61
+ \$18,479.84 + \$72,113.37 + \$337,171.45 + \$79,343.23)</p> | |

COUNCIL AGENDA
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7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Minutes of the Heartland Beautification Committee Meeting of April 3, 2025 71-72

(b) Minutes of the Local Governments' Education Meeting of March 12, 2025 73-79

(c) Minutes of the Parkland Regional Library System Board Meeting of February 27, 2025 80-90

9. **Public Hearings**

10. **Bylaws**

(a) Bylaw 2187 – 25: 2025 Taxation Rates 91

11. **Correspondence**

(a) ATCO Electric Franchise Report for 2024 92-97

(b) Village of White Sands – Doctor Recruitment Initiative Letter 98

(c) Stettler and District Handi-Bus Letter 99

12. **Items Added**

13. **In-Camera Session**

(a) In-Camera – Local Body Confidences – FOIP – Section 23(1) – Fire Update

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 15th, 2025 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO L. Graham

Assistant CAO K. Hymers

Director of Operations M. Robbins

Director of Parks & Leisure Services B. Robbins

Media (2)

Absent:

Call to Order:

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

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

Motion 25:04:15

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 April 1st, 2025

Motion 25:04:16

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on April 1st, 2025 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the April 1st, 2025 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting held April 8th, 2025

Motion 25:04:17

Moved by Councillor Barros that the Minutes of the Committee of the Whole Meeting held on April 8th, 2025 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business Arising from the April 8th, 2025 Minutes

None

4. **Delegations:**

- (a) 6:35 p.m. - Shannon Paquette - Stars Air Ambulance

Mayor Nolls welcomed S. Paquette to the meeting.

S. Paquette provided the Stars Air Ambulance 2023/2024 Year In Review and an updated map of municipal partners to the Town of Stettler Council.

Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Stettler	9	6	10	7	2	34	90
Big Valley	0	2	2	1	0	5	14
Gadsby	0	0	0	1	0	1	3
Botha	0	1	2	0	0	3	10
Byemoor	1	0	0	0	1	2	2
Donalda	2	0	3	0	1	6	12
Total	12	9	17	9	4	51	131

S. Paquette also thanked Town of Stettler Council for their ongoing support through the standing motion of a \$12,000 per year contribution and presented the Town of Stettler a plaque.

Mayor Nolls thanked S. Paquette for her presentation.

S. Paquette left the meeting at 6:44 p.m.

- (b) 6:45 p.m. – Performing Arts Centre - Etienne Brugman – Fine Arts Board

Councillor Pfeiffer temporarily abstained from his role as Councillor and joined E. Brugman for the Fine Arts Board presentation.

Mayor Nolls welcomed E. Brugman to the meeting.

E. Brugman and S. Pfeiffer presented the Fine Arts Board presentation to the Town of Stettler Council for Information as presented.

Motion 25:04:18

Moved by Councillor Lawlor that the Town of Stettler Council accept the information as presented and bring forward the funding request to a future meeting.

MOTION CARRIED
Unanimous

Mayor Nolls thanked E. Brugman and S. Pfeiffer for their presentation.

E. Brugman left the meeting at 7:02 p.m.

S. Pfeiffer returned to his role as Councillor at 7:02 p.m.

5. **Citizen's Forum:**
- (a) None
6. **Administration:**
- (a) Memorandum – Custodial Services at the Town of Stettler Shop

Director of Operations M. Robbins advised historically, custodial services have been hired and paid for hourly at the Public Works Shop offices without entering into a contract. Custodial services have an annual cost of \$14,000-17,000. This cost varies, as seasonal weather conditions at times cause longer cleans to address dirty floors/walls/windows. Administration advertised a Request for Quotes for custodial services on The Town's website and social media.

The Town received six submissions:

Company	Cost per Clean (Average)
Aroma Cleaning Services	\$140
Mr. Green Carpet Clean	\$176
Sienna's Cleaning	\$200
VM Cleaning Services	\$200
Rachel Leines	\$225
*Choice Janitorial Services	\$63

*Choice Janitorial Services did not define how many staff are required and therefore administration feels their bid isn't valid and is quite low in comparison to the remaining bids.

Bids were evaluated to ensure they have WCB, insurance coverage and a Town of Stettler business license. Aroma Cleaning Services meets all these requirements, is a local company and is the lowest cost amongst the remaining bids.

Administration respectfully recommends that Town of Stettler Council direct administration to execute a contract with Aroma Cleaning Services for the custodial services at the Public Works Building with funding provided through the existing Operating Budget.

Motion 25:04:19

Moved by Councillor Randell that the Town of Stettler Council accept and direct administration to execute a contract with Aroma Cleaning Services for the custodial services at the Public Works Building with funding provided through the existing Operating Budget as presented.

MOTION CARRIED
Unanimous

M. Robbins and B. Robbins left the meeting at 7:06 p.m.

(b) Memorandum – Request to Move Tax Budget Deliberations Meeting and set Committee of the Whole Meeting

Assistant CAO K. Hymers advised that the 2025 tax budget deliberations meeting was moved to May 8th, 2025. Administration has since been notified that Canada Post is resuming negotiations and potentially strike on May 22nd, 2025, depending on how negotiations go. Town of Stettler tax notices under the current schedule are set to be mailed out May 23rd, 2025. Administration is proposing to move the tax budget deliberations meeting to Tuesday, April 29th, 2025 at 3:00 p.m. so Council can approve the tax budget at the May 6th, 2025 council meeting and tax notices can be mailed out on May 9th, 2025.

Administration is also requesting Council schedule a Committee of the Whole meeting on Thursday, May 8th, 2025 at 4:30 p.m., as administration has items that need to be addressed.

Administration respectfully recommends that the Town of Stettler Council approve moving the 2025 tax deliberation budget meeting from Thursday, May 8th to Tuesday, April 29th, 2025 at 4:00 p.m. As well as schedule a Committee of the Whole Meeting for Thursday, May 8th at 4:30 p.m. with the amendments.

Motion 25:04:20

Moved by Councillor Pfeiffer that the Town of Stettler Council approve moving the 2025 tax deliberation budget meeting from Thursday, May 8th to Tuesday, April 29th, 2025 at 4:00 p.m. As well as schedule a Committee of the Whole Meeting for Thursday, May 8th at 4:30 p.m. as presented with the amendments.

MOTION CARRIED
Unanimous

(c) Memorandum - Tax Procedures and Dates

CAO L. Graham advised Canada Post announced the possibility of a labour disruption on or after May 22nd, 2025. To support our residents and landowners, administration would like

to shift the usual tax dates forward to account for the potential postal strike. Proposed dates are as follows:

Tuesday, April 29th - Tax Rate Deliberations C.O.W
Tuesday, May 6th - Tax Rate Bylaw is presented at Council
Monday, May 12th - Assessment & Tax Notice Mailing Date
(MGA sec. 310(3))
Tuesday, May 20th - Notice of Assessment Date (MGA sec.308(1))
Monday, July 21st - Complaint Deadline Date (MGA sec. 284(4))

The Town of Stettler is also implementing electronic means of correspondence for all assessment and tax related mail in 2025. Pursuant to MGA sec 608.1 (1), "a council may by bylaw establish a process for sending assessment notices, tax notices and other notices, documents and information".

Administration respectfully recommends that Town of Stettler Council approve the imposed 2025 tax dates and gives Bylaw 2186-25 Electronic Assessment and Tax Communications Bylaw first, second, and third readings.

Motion 25:04:21

Moved by Councillor Baker that the Town of Stettler Council approve the imposed 2025 tax dates and gives Bylaw 2186-25 Electronic Assessment and Tax Communications Bylaw first, second, and third readings.

MOTION CARRIED
Unanimous

(d) March 2025 Interim Budget Summary

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

Motion 25:04:22

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

MOTION CARRIED
Unanimous

(e) March 2025 Bank Reconciliation

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

Motion 25:04:23

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

MOTION CARRIED
Unanimous

(f) Meeting Dates

- Tuesday, April 29, 2025 – Tax Deliberations Budget – 4:00 p.m.
- Tuesday, May 6, 2025 – Council – 6:30 p.m.
- Thursday, May 8, 2025 – COW – 4:30 p.m.
- Tuesday, May 20, 2025 – Council – 6:30 p.m.
- Tuesday, June 3, 2025 – Council – 6:30 p.m.
- Tuesday, June 10, 2025 – COW – 4:30 p.m.
- Tuesday, June 17, 2025 – Council – 6:30 p.m.

- (g) Accounts Payable in the amount of \$1,208,189.85

(\$5,772.84 + \$272,297.68 + \$470,044.47 + \$370,323.75 + \$89,751.11)

Motion 25:04:24 Moved by Councillor Lawlor that the Accounts Payable in the amount of \$1,208,189.25 be paid as presented.

MOTION CARRIED
Unanimous

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

- (a) Mayor Nolls

March 19 – Talk of the Town
March 24 – Met with business owners to discuss an issue
March 24 - Stettler Regional Health Professionals Attraction & Retention Committee
March 26 – Talk of the Town
March 27 – StettlerFest Meeting
March 27 – Signed cheques, reviewed agenda
March 28 – Stettler Regional Fire Advisory Committee
March 31 to April 2 – Alberta Seniors & community Housing Association Conference
April 2 – Talk of the Town
April 2 – Mayors East Meeting
April 3 – Alberta Health Refocus 2.0 in Coronation
April 3 – Signed cheques, reviewed the agenda
April 7 – Joint Council Meeting - Fire Services
April 8 – Stettler Regional Board of Trade
April 8 – Committee of the Whole
April 15 – Joint Council Meeting – Fire Services
- (b) Councillor Baker

April 4 – Stettler Waste Management Authority
April 7 – Joint Council Meeting – Fire Services
April 8 – Stettler Regional Board of Trade
April 8 – Committee of the Whole
April 10 – Municipal Planning Commission
April 11-13 – Stettler Trade Show
April 15 – Joint Council Meeting – Fire Services
- (c) Councillor Barros

April 4 – Stettler Waste Management Authority
April 7 – Joint Council Meeting – Fire Services
April 8 – Committee of the Whole
April 15 – Joint Council Meeting – Fire Services
- (d) Councillor Lawlor

April 3 - Alberta Health Refocus 2.0 in Coronation
April 7 – High School Careers
April 7 – Joint Council Meeting – Fire Services
April 8 – Outreach School
April 8 – Stettler Regional Board of Trade
April 8 – Committee of the Whole
April 10 – Municipal Planning Commission
April 11 – Stettler Trade Show
April 13 – Stettler Trade Show
April 15 – Joint Council Meeting – Fire Services

(e) Councillor Pfeiffer

April 7 – Joint Council Meeting – Fire Services
April 8 – Stettler Regional Board of Trade
April 8 – Committee of the Whole
April 10 – Municipal Planning Commission
April 11 – Stettler Trade Show
April 15 – Joint Council Meeting – Fire Services

(f) Councillor Randell

April 7 – Joint Council Meeting – Fire Services
April 8 – Stettler Regional Board of Trade
April 10 – Municipal Planning Commission
April 12 – Stettler Trade Show
April 14 – Stettler Town & County Museum Board
April 15 – Joint Council Meeting – Fire Services

(g) Councillor Smith

April 3 – Heartland Beautification Committee
April 4 – Airport Board Meeting
April 8 – Committee of the Whole
April 10 – Municipal Planning Commission
April 11-12 – Stettler Trade Show
April 14 – Water Meeting
April 15 – Stettler Town & County Airport Advisory Board
April 15 – Joint Council Meeting – Fire Services

Motion 25:04:25

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

MOTION CARRIED
Unanimous

- | | |
|---------------------------|---|
| 8. <u>Minutes:</u> | (a) <u>None</u> |
| 9. <u>Public Hearing:</u> | (a) <u>None</u> |
| 10. <u>Bylaws:</u> | (a) <u>Electronic Assessment and Tax Communications Bylaw 2186-25</u> |

Motion 25:04:26

Moved by Councillor Baker that the Town of Stettler Council give first reading to Bylaw 2186-25.

MOTION CARRIED
Unanimous

Motion 25:04:27

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2186-25.

MOTION CARRIED
Unanimous

Motion 25:04:28

Moved by Councillor Barros that the Town of Stettler Council give permission for third and final reading to Bylaw 2186-25.

MOTION CARRIED
Unanimous

Motion 25:04:29

Moved by Councillor Smith that the Town of Stettler Council give third and final reading to Bylaw 2186-25.

MOTION CARRIED
Unanimous

11. **Correspondence:**
- (a) Nurses Week 2025 Declaration – May 12th to May 18th, 2025
 - (b) Minister Ric McIver's Letter – Local Authorities Election Act
 - (c) Calgary Public Library Letter and Request for Support of AM Resolution

Motion 25:04:30 Moved by Councillor Lawlor that the Town of Stettler Council accept the request for support of AM Resolution and send a letter of support.

MOTION CARRIED
Unanimous

Motion 25:04:31 Moved by Councillor Barros that the Town of Stettler Council accept the correspondence items (a-c) for information as presented.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:**
- (a) Personnel – FOIP – Section 19 – Confidential Evaluations

Motion 25:04:32 Moved by Councillor Randell that the Town of Stettler Council enter an In-Camera Session with the CAO and Assistant CAO present.

MOTION CARRIED
Unanimous at 7:28 p.m.

Motion 25:04:33 Moved by Councillor Lawlor that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous at 7:54 p.m.

Motion 25:04:34 Moved by Councillor Barros that the Town of Stettler Council respond to the County of Stettler Council's letter from the Town of Stettler Mayor.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 25:04:35 Moved by Councillor Smith that this regular meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED
Unanimous at 7:55 p.m.

Mayor

Assistant CAO

**MINUTES OF THE SPECIAL MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 29, 2025**

Present: Mayor Sean Nolls

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

CAO L. Graham
Assistant CAO K. Hymers

Absent: Councillor S. Pfeifer

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

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

(b) CAO L. Graham proposed the following addition:
In-Camera – Draft Letter Review – FOIP – Section 23 (1)
Local Body Confidences

Motion 25:04:36 Moved by Councillor Barros to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **2024 Financial Statements**

Mayor Nolls welcomed J. Tanner to the meeting. J. Tanner & Assistant CAO K. Hymers presented the following documents to Council:

- "Audit Findings" Letter dated April 29, 2025
- "Significant Deficiencies in Internal Control" Letter dated April 29, 2025
- Auditor Opinion Letter dated April 29, 2025
- The Auditors' Report on the 2024 Consolidated Financial Statements, dated April 29, 2025
- The Auditors' Report on the 2024 Municipal Financial Information Return dated April 29, 2025

Motion 25:04:37 Moved by Councillor Smith that the Town of Stettler Council accept the 2024 Consolidated Financial Statements and the Municipal Financial Information Return for the Year ended December 31, 2024 as presented, including correspondence from the Auditor as follows:

- "Audit Findings" Letter dated April 29, 2025
- "Significant Deficiencies in Internal Control" Letter dated April 29, 2025
- Auditor Opinion Letter dated April 29, 2025
- The Auditors' Report on the 2024 Consolidated Financial Statements, dated April 29, 2025
- The Auditors' Report on the 2024 Municipal Financial Information Return dated April 29, 2025

MOTION CARRIED
Unanimous

4. **In-Camera**

(a) FOIP – Section 24 – Advice from Officials – 2024 Financial Statements

(b) FOIP – Section 23(1) – Local Body Confidences – Draft Letter Review

Motion 25:04:38 Moved by Councillor Baker that the Town of Stettler Council

enter the In-Camera Session with Justin Tanner – Gitzel and Company, present to discuss the In-Camera item (a).

MOTION CARRIED
Unanimous at 4:10 p.m.

Justin Tanner left the in-camera session at 4:22 p.m. and the CAO and Assistant CAO joined the in-camera session to discuss in-camera Item (b).

Motion 25:04:39 Moved by Councillor Randall that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous 4:50 p.m.

4. **Adjournment:**

Motion 25:04:40 Moved by Councillor Barros that this special meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED
Unanimous at 4:52 p.m.

Mayor

Assistant CAO



Request For Subdivision

Agenda Item:

Issue:

Applicant: David Lovell

Subdivision Applicant: #2025-01

Legal: NE-1-39-20-W4M

Civic: 5402 – 70 Street

Proposed Subdivision: Create Two (2) Urban Reserve Parcels (~14.0 acres and ~98 acres)

Recommendation:

That the application for a two (2) parcel subdivision as shown on the Tentative Plan has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. The application is consistent with the policies of the Intermunicipal Development Plan;
3. The application is consistent with the policies of the Municipal Development Plan; and
4. The application is consistent with the Town of Stettler Land Use Bylaw 2060-15.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.

Notes:

Any existing instruments on the land title in favor of the users of lease roads, pipelines or other oil and gas facilities or other infrastructure shall be carried forward to the land title of the proposed parcel.

IMPLICATIONS OF RECOMMENDATION

General:

The applicant is proposing to subdivide the above-mentioned lot to create two (2) individual lots to prepare for future sale of either lots (14 acres including dwelling and farmyard and 98 acres of farmland).

The parcel of land does not currently have an area structure plan, however, the proposed subdivision is conforming with the proposed future plan for the lands.

Comments back from the County of Stettler included concerns with the size of parcel for residential use as per the attached letter. The Intermunicipal Development Plan currently

states:

Unless otherwise agreed to by the Town and the County, residential development in the Town's growth area will be urban lots of a maximum size of one acre. Lot sizes above one acre may be allowed only if both municipalities agree that exceptional circumstances or site conditions warrant a larger size.

As the parcel is zoned Urban Reserve and the buildings exist, the parcel is not considered a residential development and remains consistent with the future development of the land to eventually transition to Industrial zoning. The Town and County are currently reviewing the IDP and discussions include the above policy. The Town has agreed to lower density for residential development in the County, provided the municipal servicing/development standards are equivalent for both municipalities.

BACKGROUND

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the:
Town of Stettler Land Use Bylaw 2060-15.

The Town of Stettler Municipal Development Plan.

The Town and County Intermunicipal Development Plan

Technical Review:

External Agencies:

Alberta Health Services – No Objections (Attached Recommendations)

Apex Utilities – No Objections

Atco Electric – No Objections

Canada Post – No Objections

County of Stettler – No Objections (See attached letter)

TELUS Communications – No Concerns

Transportation and Economic Corridors – At time of Development a Roadside Development Permit is required from Transportation and Economic Corridors.

Adjacent Landowners:

Notice circulated April 8, 2025

Stettler Congregation of Jehovah's Witnesses – No Concerns

Technical Considerations (as per application):

Topography – flat

Soil Characteristics – Sandy/Clay

Storm Water Collection and Disposal – N/A

Accessibility to Road – 82 Street (West Gravel Road to Hwy 12)

Water supply, sewage and solid waste disposal – N/A

The use of the land in the vicinity of the site – Highway Commercial (C2) and Urban Reserve (UR – Farming)

Alternatives:

Defeat the application, stating reasons

Author:

Angela Stormoen, Development Officer

Existing NE-1-39-20 W4



Proposed Subdivision Location



Proposed Subdivision approximately 14 acres

SCHEDULE 1 FORM A

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THE SUBJECT OF THE APPLICATION OR BY AN AUTHORIZED PERSON ACTING ON HIS BEHALF

Address and Phone No.

Name in block capitals

Address and Phone No.

Name in block capitals

All / part of the NE ¼ sec. 1 twp. 39 range 20 west of 4 meridian

Area of the above parcel of land to be subdivided SOUTH EAST CORNER APT. 14 ac.

a. The land is situated in the municipality of the Town of Stettler, or _____

b. Is the land situated immediately adjacent to the municipal boundary? Yes ✓ No

If "yes" the adjoining municipality is COUNTY OF STETTLER

c. Is the land situated within 0.5 miles of the right-of-way of a Highway? Yes ☒ No ☐

If "yes", the Highway is No. 12 the Secondary Road is No. 70th STREET

d. Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? Yes ✓ No

If "yes", state its name RED WILLOW CREEK

e. Is the proposed parcel within 1.5 km of a sour gas facility? Yes _____ No ✓

Describe:

a. Existing use of land FARMING / RESIDENTIAL

b. Proposed use of the land FARMING / RESIDENTIAL

c. The existing designated use of the land as classified under a land use bylaw or a zoning bylaw URBAN RESERVE

d. The long term designated use of the land if different from "c."

a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) FLAT

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc – sloughs, creeks, etc.)

FLAT FARM LAND WITH WINDROWS

Describe any building, historical or otherwise, and any structures on the land and whether they are to be retained, demolished or removed:

HOUSE, BARN, HEATED SHOP, STORAGE SHED, BINS: TO BE RETAINED

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal

DAVID LOWELL

(Full name in block capitals)

herby certify that I: ☐ am the registered owner

☐ am authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to his/her application for subdivision approval

Address Box 1165

Phone No 463-352-2970

Signature Dave Howell

Date MARCH 24 2025

10. FURTHER RELEVANT INFORMATION REQUIRED (Pursuant to Section 4(5) Part 1 of the Subdivision and Development Regulation:

- a. Proposed land use classification (if amendment required)
- b. Total number of parcel is being created 1
- c. Size of parcel being created
- d. Proposed use and size (acres) of remaining lands in title FARMING
- e. Proposed disposition of reserves: (Please indicate your preference)
 - ☐ Land dedication (location and areas to be shown on sketch)
 - ☐ Cash-in-lieu (see note)
 - ☐ Deferment (by caveat)
 - ☐ Not applicable (eg: existing title less than two acres, first parcel out of quarter section, reserves previously provided)

NOTE: In the event that the Subdivision Approving Authority (Stettler Town Council) rules in favour of taking money in place of municipal and school reserve or any of them, the registered owner will be notified by the authority to provide, at the owner's expense, appraisal of the land referred to in the subdivision application.

11. RIGHT OF ENTRY

The Current Government regulations require that land characteristics be taken into account when subdivision applications are dealt with. A visual inspection of the area proposed for subdivision is necessary to determine these characteristics. As the owner, or person in possession of the land proposed for subdivision, please indicate, below, your views regarding an authorized person of the Town of Stettler Subdivision Approving Authority entering upon your land to carry out a visual inspection.

- ☒ I am in favour of an inspection of the property
- or
- ☐ I am opposed to an inspection of the property

12. PLEASE INDICATE

If the land that is the subject of the subdivision application is situated within 1,000 feet of land which is used or authorized f or use as

- | | YES | NO |
|--|--------------------------|-------------------------------------|
| a. A landfill for the disposal of garbage refuse, or | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b. A sewage treatment plant or a sewage lagoon, or | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c. A livestock feeding lot | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

13. AUTHORIZATION

If applicable, to act on behalf of the registered owner:

I (We) hereby authorize KATHERINE LUCHENSKI
to act on my (our) behalf on matters pertaining to this application for subdivision.

Dave Lovell
Signature of owner or person in possession of land

From: [Pamela Kutuadu](#)
To: [Angela Stormoen](#)
Subject: #2025-01
Date: April 23, 2025 12:29:37 PM

CAUTION: This email originated from outside of the Town of Stettler. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Attention: Angela Stormoen, Development Officer- Town of Stettler

File No: #2025-01

Legal: NE 1-39-20 W4M, Town of Stettler

The aforementioned application to create a separate 14 acre parcel for the existing dwelling has been received by our office. No details were provided on the current or future servicing plans for drinking water or sewage.

If the existing dwelling is not currently connected to the town of Stettler drinking water and wastewater systems, Alberta Health Services- Safe Healthy Environments (AHS-SHE) recommends consideration of the following items be made in order to ensure that the development of this property does not create a nuisance as defined in the Public Health Act: *Nuisance and General Sanitation Regulation, NGS Reg, (AR 243/2003)*:

- The setback distances outlined in Section 15(1) and (2) the *NGS Reg* must be met, these include:
 - No person shall locate a water well within:
 - a. **10 m** of a watertight septic tank, pump out tank or other water tight compartment of a sewage or waste water system,
 - b. **15 m** of a weeping tile field, evaporation treatment mound, or outdoor pit privy,
 - c. **30 m** of a leaching cesspool,
 - d. **50 m** of sewage effluent on the ground surface,
 - e. **100 m** of a sewage lagoon,
 - f. Or **450 m** of any area where waste is or may be disposed of at a landfill within the meaning of the Waste Control Regulation (AR 192/96)
 - 0. Nor shall you locate any of the aforementioned items in a-f within the stipulated distances of an existing well.

Additional mapping of the current surrounding land use, existence of neighbor's wells and sewage systems should be done in order to ensure compliance with Section 15 of the *NGS Reg*. At this time we have no objections to the approval of this application.

If you have any questions or concerns regarding this application, please contact me.

Sincerely,

Pamela Kutuadu B.Sc. B.EH (AD), MPH, CPHI(C)
Public Health Inspector II
Central Zone- Drinking Water and Land use Lead
300 Jordan Parkway

Red Deer, AB T4P 0G8
403-406-1029
Environmental Public Health – Central Zone
1-833-476-4743

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County of Stettler No. 6

Box 1270
6602 – 44 Avenue
Stettler, Alberta T0C 2L0
T:403.742.4441 F: 403.742.1277
www.stettlercounty.ca

April 28, 2025

Submitted via email

Angela Stormeon
Town of Stettler
PO Box 280
Stettler, AB
T0C 2L0

Dear Angela,

RE: Subdivision 2025-01

Thank you for the opportunity to review and comment on the proposed subdivision application.

It is the County's view that policy 4.7.2.2 of the Intermunicipal Development Plan applies to this application. Policy 4.7.2.2 establishes a maximum parcel size of one acre for residential parcels. The policy reads:

"4.7.2.2 Unless otherwise agreed to by the Town and County, residential development in the Town's growth area will be urban lots of a maximum size of one acre. Lot sizes above one acre may be allowed only if exceptional circumstances or site conditions warrant a larger size."

The policy allows the County and Town to set aside the one acre parcel size limit. County Council agrees to waive the one acre limit of Policy 4.7.2.2 for this application. The County has no concerns or objections to the proposed subdivision.

The County also points out the following:

First, Policy 4.7.2.2 does not serve the Town and County well. The minimum and maximum parcel size policies of the current Intermunicipal Development Plan (IDP) reduce flexibility for each municipality to shape and manage growth and development of our respective communities. As demonstrated by two Town subdivision applications this year, there are times when Town development will require larger parcels than the currently stated maximum one acre limit. The County wishes to see these policies removed from the IDP through the update process that is underway.

Second, if the updated IDP continues to contain policies like Policy 4.7.2.2, where consent of the Town and County is required to move ahead with development, County Council expects the Town to give the same consideration to any requests made by the County similar to the consideration that the County has afforded the Town from time to time.

Thank you again for the opportunity to provide comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craig Teal".

Craig Teal, RPP MCIP
County of Stettler No. 6
Director of Planning & Development

Transportation and Economic Corridors Notification of Referral Decision

Subdivision in Proximity of a Provincial Highway

Municipality File Number:	2025-01	Highway(s):	12, 56
Legal Land Location:	QS-NE SEC-01 TWP-039 RGE-20 MER-4	Municipality:	Stettler
Decision By:	Niki Burkinshaw	Issuing Office:	Central Region / Hanna
Issued Date:	2025-04-28	Appeal Authority:	Subdivision and Development Appeal Board
RPATH Number:	RPATH0050146		
Description of Development:	That NE-1-39-20 W4 is Subdivided to Create One Farming Parcel and One Farming/Residential Parcel, Separating the House from the Quarter Section as the Attached Plan Shows Our File: Subdivision Application #2025-01		



This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 12, 56.

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 are met, therefore no variance is required.

Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act.
2. The subject land is within the permit area of a highway as outlined in the Highways Development and Protection Regulation.

Proposed development on the subject will require the benefit of a Roadside Development Permit from Transportation and Economic Corridors.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by **Niki Burkinshaw, Infrastructure Manager**, on 2025-04-28 on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation and Economic Corridors Delegation of Authority*

April 8, 2025

To Whom it may concern,

Proposed Subdivision: That NE-1-39-20 W4 is Subdivided to Create One Farming Parcel and One Farming/Residential Parcel, Separating the House from the Quarter Section as the Attached Plan Shows
Our File: Subdivision Application #2025-01

As the Subdivision Authority for the Town of Stettler we are enclosing a copy of a proposed subdivision located within your area of service/jurisdiction. In accordance with the *Municipal Government Act R.S.A. 2000, c.M-26* and *Subdivision and Development Regulation (AR43/2002)* the Subdivision Approving Authority must make a decision on an Application for Subdivision approval within a prescribed time limit from the date of receipt of a completed subdivision application.

In respect to the foregoing time restriction, we request your written comments on the proposed subdivision without delay and where applicable please reference all utility easements and rights-of-ways that are presently held in your favor, or any of the same that may be required as a result of the approval of the proposed subdivision. If we have not received a written reply by **April 29, 2025** we will continue to process the application as though you have no comments or objections to the proposed subdivision.

Should regular mail service prevent your comments from reaching the Subdivision Approving Authority within the prescribed time, your written comments may be faxed to 403-742-1404 or by e-mail to Angela Stormoen at astormoen@stettler.net with the original signed letter to follow in the mail.

Yours truly,



Angela Stormoen
Development Officer

Enclosure

Existing NE-1-39-20 W4



Proposed Subdivision Location



Proposed Subdivision approximately 14 acres



Request For Subdivision

Agenda Item:

Issue:

Applicant:

Subdivision Applicant: #2025-02

Legal: Lot 3, Block 32, Plan 1850Z

Civic: 4916 – 53 Street

Proposed Subdivision: Create Two (2) Residential Parcels

Recommendation:

That the application for a two (2) parcel subdivision as shown on the Tentative Plan has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. The application is consistent with the policies of the Municipal Development Plan; and
3. The application is consistent with the Land Use Bylaw 2060-15.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. The owner/applicant shall ensure both parcels have separate direct service connections to Town of Stettler utility services contained within the new property boundaries.

Notes:

Any existing instruments on the land title in favor of the users of lease roads, pipelines or other oil and gas facilities or other infrastructure shall be carried forward to the land title of the proposed parcel.

IMPLICATIONS OF RECOMMENDATION

General:

The applicant is proposing to subdivide the above-mentioned lot to create two (2) individual lots.

A duplex dwelling built in 1986 is currently located at 4916 – 53 Street, therefore, the proposed subdivision would allow separate titles for the duplex. This is common practice, as the existing common wall becomes the new property line by way of survey.

BACKGROUND

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the:
Town of Stettler Land Use Bylaw 2060-15.
The Town of Stettler Municipal Development Plan.

Technical Review:

External Agencies:

- Alberta Transportation – No Objections
- Apex Utilities – No Objections
- Atco Electric – No Objections
- Canada Post – No Concerns
- County of Stettler – No Concerns
- TELUS Communications – No Objections

Adjacent Landowners:

- Notice circulated April 8, 2025
- No response received

Technical Considerations (as per application):

- Zoning – The application is compatible with the R2: Residential General District
- Parcel Size – The 5100 sqft lot subdivided into two ~ 2550 sqft lots. This is compliant with the minimum parcel area for the R2 Land Use District
- Topography – flat
- Soil Characteristics – Sandy/Clay
- Storm Water Collection and Disposal – N/A
- Accessibility to Road – 53 Street
- Water supply, sewage and solid waste disposal – The Town will require separate services for each parcel created
- The use of the land in the vicinity of the site – Residential (R2)

Alternatives:

Defeat the application, stating reasons

Author:

Angela Stormoen, Development Officer

Existing Lot 3, Block 32, Plan 1850Z



- Proposed Subdivision Location



- Proposed Subdivision

Town of Stettler

SCHEDULE 1 FORM A

APPLICATION FOR SUBDIVISION APPROVAL <input type="checkbox"/> By plan of subdivision <input type="checkbox"/> By other instrument Tick whichever applies	FOR OFFICE USE ONLY	
	DATE of receipt of Form A as completed	FILE No.
	Fees submitted:	Receipt No.

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THE SUBJECT OF THE APPLICATION OR BY AN AUTHORIZED PERSON ACTING ON HIS BEHALF

1. Name of Registered owner of land to be subdivided Micah Krahn Address and Phone No. 4916a 53st T4K 1A8
Name in block capitals

2. Authorized person acting on behalf of registered owner Address and Phone No.
Name in block capitals

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED
 All / part of the 3 1/4 sec. 32 twp. 16502 range 16502 west of 16502 meridian
 Being all/parts of lot 3 block 32 Reg. Plan No. 16502 C.O.T. No. 16502
 Area of the above parcel of land to be subdivided 16502

4. LOCATION OF LAND TO BE SUBDIVIDED
 a. The land is situated in the municipality of the Town of Stettler, or Yes ☒ No ☐
 b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒
 If "yes" the adjoining municipality is _____
 c. Is the land situated within 0.5 miles of the right-of-way of a Highway? Yes ☐ No ☒
 If "yes", the Highway is No. _____ the Secondary Road is No. _____
 d. Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? Yes ☐ No ☒
 If "yes", state its name _____
 e. Is the proposed parcel within 1.5 km of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
 Describe:
 a. Existing use of land Duplex
 b. Proposed use of the land _____
 c. The existing designated use of the land as classified under a land use bylaw or a zoning bylaw _____
 d. The long term designated use of the land if different from "c." _____

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED
 a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) _____
 b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc - sloughs, creeks, etc.) _____

7. EXISTING BUILDINGS ON THE LAND PROPOSED TO BE SUBDIVIDED.
 Describe any building, historical or otherwise, and any structures on the land and whether they are to be retained, demolished or removed:
Duplex

8. WATER AND SEWER SERVICES
 If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal
Separate services per lot

9. REGISTERED OWNER OR PERSON ACTING ON HIS BEHALF
 I, Micah Krahn herby certify that I: ☒ am the registered owner
(Full name in block capitals) ☐ am authorized to act on behalf of the registered owner
 and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to his/her application for subdivision approval

Address 4916a 53st T4K 1A8 Signature Micah Krahn
 Phone No. 587-217-0099 Date Mar 21/25

10. FURTHER RELEVANT INFORMATION REQUIRED (Pursuant to Section 4(5) Part 1 of the Subdivision and Development Regulation:

a. Proposed land use classification (if amendment required)

b. Total number of parcel is being created 2

c. Size of parcel being created

d. Proposed use and size (acres) of remaining lands in title

e. Proposed disposition of reserves: (Please indicate your preference)

☐ Land dedication (location and areas to be shown on sketch)

☐ Cash-in-lieu (see note)

☐ Deferment (by caveat)

☐ Not applicable (eg: existing title less than two acres, first parcel out of quarter section, reserves previously provided)

NOTE: In the event that the Subdivision Approving Authority (Stettler Town Council) rules in favour of taking money in place of municipal and school reserve or any of them, the registered owner will be notified by the authority to provide, at the owner's expense, appraisal of the land referred to in the subdivision application.

11. RIGHT OF ENTRY

The Current Government regulations require that land characteristics be taken into account when subdivision applications are dealt with. A visual inspection of the area proposed for subdivision is necessary to determine these characteristics. As the owner, or person in possession of the land proposed for subdivision, please indicate, below, your views regarding an authorized person of the Town of Stettler Subdivision Approving Authority entering upon your land to carry out a visual inspection.

☒ I am in favour of an inspection of the property

or

☐ I am opposed to an inspection of the property

12. PLEASE INDICATE

If the land that is the subject of the subdivision application is situated within 1,000 feet of land which is used or authorized f or use as

	YES	NO
a. A landfill for the disposal of garbage refuse, or	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. A sewage treatment plant or a sewage lagoon, or	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. A livestock feeding lot	<input type="checkbox"/>	<input checked="" type="checkbox"/>

13. AUTHORIZATION

If applicable, to act on behalf of the registered owner.

I (We) hereby authorize 
to act on my (our) behalf on matters pertaining to this application for subdivision.


Signature of owner or person in possession of land

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins, Manager of Recreation & Culture

Date: May 2, 2025

Re: Stettler Minor Ball Association Sponsorship

Background:

This year the Stettler Minor Ball Association (SMBA) initiated a sponsorship program to help raise funds for SMBA, where SMBA would make logo banners for company sponsors and hang them on the fence on Sports Park 1 facing the road for display. Currently, SMBA have the banners made and were planning to install them and forgot to seek permission from the Town of Stettler.

SMBA is requesting that they get approval to hang the company logo sponsor banners on the fence line for the 2025 ball season and then take them down at the end of the season. SMBA will be responsible to ensure that they are well attached and will make any repairs to them, if they get damaged.

Project Details

See attached Sponsorship Program

Addition Details/Findings

Currently we permit the Stettler Minor Hockey Association to recognize all of their sponsors using a 32" tall x 72" wide mounted panel in the main lobby of the Stettler Recreation Centre.



Similar programs and sports parks:

Town of Blackfalds - does not permit user groups to utilize fence lines for annual sponsorships (event sponsorship only).

City of Lacombe - permits the Lacombe Minor Ball Association to utilize ball diamond fence line along Highway 12.



Recommendation:

Administration respectfully recommends that the Town of Stettler Council provide approval to SMBA on a 1-year pilot project to install and secure up to ten (10) banners as outlined in the presented program. Banners are to be removed no later than August 31st, 2025. Administration will work with all minor sports field user groups to discuss sponsorship recognition needs and establish a policy that will be brought forward at a later date prior to the 2026 spring/summer sport season.



SMBA Sponsorship Program

Please select the sponsorship level of your choice to support our players this season. Our sponsorship season runs from April 1st to April 1st of each year. Sponsorships help cover costs for players, teams, facility and field maintenance, etc.

All levels are on a first come-first serve basis and have limited quantities due to banner size.

Please complete this form with payment by March 30th, 2025, and return via e-mail at stettlerminorball@gmail.com to secure your sponsorship.

No late sponsors will be accepted after March 30, 2025, as Banners will need to be finalized with the manufacturer to ensure teams have them before start dates.

Your support is greatly appreciated!

<u>SINGLE - \$500</u>	<u>DOUBLE - \$750</u>	<u>TRIPLE - \$1,000</u>	<u>GRAND SLAM - \$1,500</u>
12"x24" Fence Banner	Road Signage	Road Signage	Road Signage
Social Media Shoutouts	18"x36" Fence Banner	24"x48" Fence Banner	36"x60" Fence Banner (choice of placement)
	Social Media Shoutouts	Social Media Shoutouts	Social Media Shoutouts

Business Information:

Company Name: _____

Contact Name: _____

Contact Phone#: _____ **Contact Email:** _____

Sponsorship Level Choice: _____ **Total Sponsorship Amount:** _____

[Thank You for your Sponsorship! We appreciate your support!](#)

PAYMENT METHODS

CHEQUE: Stettler Minor Ball Association
PO Box 375, Stettler, AB, T0C 2L0

E-Transfer: stettlerminorball@gmail.com - please put your business name and level of sponsorship in notes.

(Previously constructed signs will be replaced if damaged. All logos will be used for a minimum of 3 years unless otherwise requested)

MEMORANDUM

Date: May 1, 2025

To: Leann Graham
CAO

From: Melissa Robbins
Director of Operational Services

Re: Capital Project – 50 Avenue Watermain Replacement between 50-52 Streets

Background:

2025 Capital Budget includes \$490,000 to replace the existing cast iron watermain and lead services to properties along 50 Avenue between 50-52 Streets.

Summary of Tenders received:

Tagish Engineering prepared a tender for the work and posted it to APC. The following submissions were received.

Company	Total
Northside Construction	619,383.83
Kaon Infrastructure Ltd.	627,318.56
UG Excavating Ltd.	655,555.40
Grayson Excavating Ltd.	750,351.54
East Butte Contracting Ltd.	1,131,330.00

Historically, Stettler has two companies (one local) who bid aggressively on Town projects. Both declined to bid at this time, due to schedule commitments, however indicated that opportunity may open up this fall.

In discussions both with Tagish Engineering and Town administration, the pricing received is not favourable, and therefore consideration to re-tender later this summer with the goal of constructing this fall is ideal. If opportunity in scheduling doesn't open up, administration will carry this budget forward to 2026 and tender in January for construction completion in 2026.

Recommendation:

Administration respectfully recommends that Town of Stettler Council decline all tenders as they are over the capital budget amount and directs administration to re-tender the project in the future.

MEMORANDUM

To: Town of Stettler Council
From: Administration
Date: April 29, 2025 (Council Budget Deliberations)
Re: 2025 Operating (Tax) Budget

Administration has presented the 2025 Operating (Tax) Budget and 2025 Tax Rate Bylaw based on the following assumptions as authorized during the 2025 Interim Budget process (approved – December 17, 2024) and the 2025 Capital Budget process (approved – February 18, 2025)

- **Average 6% municipal tax increase to pre-existing residential properties**
- **Average 6% municipal tax increase to pre-existing non-residential properties.**

Highlights of the 2025 Budget (After Council Budget Deliberations – April 29, 2025 – 6% Res / 6% Non-Res)

Total 2025 Budget		23,211,881				
Total Revenue Other Than Taxes		13,008,728	56.04%			
Total 2025 Tax Levy		10,203,153	43.96%		2024 Actual	2025 New
	Residential	4,475,698	62.87%	43.87%	4,212,511	258,869
	Non Residential	2,642,773	37.13%	25.90%	2,469,913	177,169
Total Tax Levy Required for Municipal Operations		7,118,471	100.00%	69.77%	6,682,424	436,038
DIP (Provincial Industrial Assessment New 2018)		1,000		0.01%		7,118,462
ASFF School		2,667,863		26.15%	rounding	9
Senior Lodges		373,484		3.66%		
Requisition over levy (ASFF - \$42,335)		42,335		0.41%		
		10,203,153		100.00%		

2025 Operating Budget Summary

Revenue	Total Budget	Difference	%
2024 Budget (May 2024)	\$22,905,389		
2025 Interim Budget (Dec 2024)	\$21,679,335	-\$1,226,054	-5.35%
2025 Budget (May 2025 - Adjustments + 2025 Op Capital)	\$23,211,881	\$1,532,546	7.07%
Expenses			
2024 Budget (May 2024)	\$21,230,907		
2025 Interim Budget (Dec 2024)	\$20,669,886	-\$561,021	-2.64%
2025 Budget (May 2025 - Adjustments + 2025 Op Capital)	\$22,133,078	\$1,463,192	7.08%
Available fo Capital = 1% tax = \$59,823 (\$37,557 Res / \$22,266 Non Res)			
2024 Budget (May 2024)	\$1,674,482		
2025 Interim Budget (Dec 2024)	\$1,009,449	-\$665,033	-39.72%
2025 Budget (May 2025 - Adjustments + 2025 Op Capital)	\$1,078,803	\$69,354	6.87%

2025 Property Tax Comparison							
Residential property - 1976 - 1,080 square foot bungalow, developed upstairs and downstairs with unattached garage							
2025 Assessment	304,110		2024 Assessment	290,320	13790	4.75%	
	Tax Rate	Amount		Tax Rate	Amount	Difference	% Change
Municipal Rate	7.0954	\$2,158	Municipal Rate	6.9848	\$2,028	\$130	6.41%
Senior Housing	0.4162	\$127	Senior Housing	0.4329	\$126	\$1	0.71%
Education	2.5899	\$788	Education	2.4006	\$697	\$91	13.01%
Total Taxes		\$3,072	Total Taxes		\$2,849	\$222	7.77%
Non Residential property - 1972 Industrial Building							
2025 Assessment	667,780		2024 Assessment	648,470	19,310	2.98%	
	Tax Rate	Amount		Tax Rate	Amount	Difference	% Change
Municipal Rate	9.7888	\$6,537	Municipal Rate	9.5187	\$6,173	\$364	5.90%
Senior Housing	0.4162	\$278	Senior Housing	0.4329	\$281	-\$4	-1.35%
Education	4.0380	\$2,696	Education	3.4510	\$2,238	\$459	20.49%
Total Taxes		\$9,510	Total Taxes		\$8,691	\$819	9.42%

2025 Total Revenue other than Taxes

Total Revenue Other Than Taxes	\$13,008,728		
Utility (water, sewer, garbage, recycling)	\$5,652,223	Inter Dep Transfer / IDP	\$352,020
2024 Capital Budget - Operating Reserves	\$1,066,992	Frontage (roads)	\$58,213
Franchise Fees (power & gas)	\$2,108,189	From Op Res - RCMP	\$150,000
Provincial / Federal / Municipal / School Part	\$2,043,724	RCMP Grant	\$347,616
Board of Trade / Economic Development	\$163,670	RCMP - fines / other	\$66,000
Bylaw - Animal Licenses	\$21,700	MSI Operating - RCMP	\$104,896
Bylaw - Business Licenses	\$92,000	School Resource Officer	\$80,000
Airport	\$5,300	Fire - AT Emergency Res	\$24,500
Cemetery	\$23,600	Fire - Other Revenue	\$7,500
Planning and Development	\$44,500	Fire - County	\$161,618
Land and Facility Rentals	\$297,617	Fire Villages	\$32,691
Parks (soccer and ball)	\$27,300	Airport County	\$4,500
SRC - Arena	\$333,175	FCSS	\$164,220
SRC - Fitness	\$39,500	County Recreation	\$489,950
SRC - Pool	\$306,000		\$2,043,724
Seniors	\$16,500		
Community Hall	\$44,000		
Campground	\$120,000		
Return on Investment / Penalties	\$600,000		
Misc Revenue	\$2,738		
Total	\$13,008,728		

Current/Relevant Municipal Budget Considerations:

Updated revenue and expenditure forecasting from the previously approved 2025 Interim Operating Budget has resulted in an **increase of \$69,355** being available for the 2025 Capital Budget. Provided Town Council approves a **6%** property tax increase in both classes, the amount estimated as available for capital (from operating) in 2025 will **increase** to **\$1,078,804** from **\$1,009,449**, an increase of \$69,355 (\$27,020 municipal nontax adjustments to the 2025 Interim Budget / \$42,355 from under/over requisition collection and payments (ASFF, Seniors, DIP)

Town of Stettler - 2025 Budget Adjustments						
	<u>Municipal</u>	<u>Water, Sewer, Garbage</u>	<u>DIP</u>	<u>ASFF</u>	<u>Housing</u>	
Revenues						
2025 Tax Adjustment from assessment (\$7,118,471 - \$7,091,451)	\$ 27,020					
Housing Authority Req (\$373,484-\$388,381)					\$ (14,897)	
Education Tax - Residential (\$1,633,399 - 1,485,141)				\$ 148,258		
Education Tax - Non-Res (\$1,034,464 - \$921,626)				\$ 112,838		
Under Collected Requisitions (ASFF \$42,335)				\$ 42,335		
2025 Capital Budget - Operating Projects (non TCA) (due from res)	\$ 1,066,992					
Total Revenues	\$ 1,094,012	\$ -	\$ -	\$ 303,431	\$ (14,897)	\$ 1,382,546
Expenses						
Separate School Requisition (\$181,934 - \$174,353)				\$ 7,581		
Public School Requisition (\$2,485,929 - \$2,232,414)				\$ 253,515		
Housing Authority Req (\$373,484-\$388,381)					\$ (14,897)	
2025 Capital Budget - Operating Projects (non TCA) (op expense)	\$ 1,066,992					
Total Expenses	\$ 1,066,992	\$ -	\$ -	\$ 261,096	\$ (14,897)	\$ 1,313,191
Overall Change	\$ 27,020	\$ -	\$ -	\$ 42,335	\$ -	
2025 Interim Budget - Amount Available for Capital	\$ 458,332	\$ 551,117	\$ -	\$ -	\$ -	\$ 1,009,449
2024 Final Budget - Amount Available for Capital	\$ 485,352	\$ 551,117	\$ -	\$ 42,335	\$ -	\$ 1,078,804
	\$ 69,355					\$ 69,355

Summary of Property Taxation Options for 2025									
CPI - 2% - Alberta (All Items - March 2024 to March 2025)									
<u>Municipal Taxes Only:</u>					<u>All Tax Authorities:</u>			Interim	Revised 2025
		New Taxes	New Taxes				New Taxes	Budget	Available
Option	Residential	Non-Residential	Pre-existing	New Growth	Residential	Non-Residential	Pre-existing	Impact	for Capital
								\$ 1,009,449	\$ 41,335
#1	6.00%	6.00%	\$ 400,945	\$ 35,092	#1	7.80%	12.59%	\$ 884,013	#1 \$ 28,020 \$ 1,078,804

- Consistent or enhanced funding for Community Partners:

Seniors Housing (no over/under)	\$373,484	(+\$1,516 or 0.41% increase 2024 - \$371,968)
Library	\$255,598	(+\$3,819 or 1.49% increase 2024 - \$251,779)
Parkland Regional Library	\$58,389	(+\$3,750 – 6.42% increase 2024 - \$54,639)
Board of Trade -Net	\$336,841	(-\$64,523 or 19.16% decrease 2024 - \$401,364)
Joint Landfill (+\$2 - \$76-\$78)	\$458,304	(+\$25,484 or 5.56% increase 2024 - \$432,820)
Heartland Youth Centre	\$50,000	(Consistent with 2024)
Museum	\$35,000	(Consistent with 2024)
FCSS	\$205,275	(Consistent with 2024)
Handi-Bus	\$25,000	(Consistent with 2024)
Heartland Beautification	\$22,200	(Consistent with 2024)

- Amount available for the 2025 Capital Budget (\$6,253,726) from the Interim Operating Budget (adopted in December 2024) + 2025 Operating (Tax) Budget (May 2025):

2025 Operating Budget (May 2025)		2025 Interim Budget (Dec 2024)	Diff
General Reserve	\$527,687	\$458,332	\$69,355
Water Surplus	\$157,168	\$157,168	\$0.00
Other Surplus (waste, sewer)	\$393,949	\$393,949	\$0.00
	\$1,078,804	\$1,009,449	\$69,355

- County of Stettler No. 6 Recreation Contribution Partnership

	Assessment	Agreement %	% (\$ Amount)	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Actual - Budget Difference	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2015	1,619,422,100	0.03208%	\$519,510.61	\$513,300.00	\$513,451.54	0	0	0.00%	\$151.54	\$266,900	\$118,400	\$128,000
2016	1,564,948,030	0.03208%	\$502,035.33	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	-\$387.71	\$266,900	\$118,400	\$110,700
2017	1,486,850,730	0.03208%	\$476,981.71	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	-\$491.75	\$266,900	\$118,400	\$86,200
2018	1,497,109,550	0.03208%	\$480,272.74	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	-\$478.71	\$266,900	\$118,400	\$88,700
2019	1,487,837,630	0.03208%	\$477,298.31	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	-\$620.29	\$266,900	\$118,400	\$86,300
2020	1,361,294,500	0.03208%	\$436,703.28	\$431,500.00	\$430,433.44	-126,543,130	-40,100	-8.50%	-\$1,066.56	\$266,900	\$118,400	\$46,200
2021	1,373,106,660	0.03208%	\$440,492.62	\$431,500.00	\$434,292.69	11,812,160	0	0.00%	\$2,792.69	\$266,900	\$118,400	\$46,200
2022	1,413,266,990	0.03208%	\$453,376.05	\$439,600.00	\$447,026.00	40,160,330	8,100	1.88%	\$7,426.00	\$266,900	\$118,400	\$54,300
2023	1,485,563,760	0.03208%	\$476,568.85	\$452,400.00	\$470,948.18	72,296,770	12,800	2.91%	\$18,548.18	\$266,900	\$118,400	\$67,100
2024	1,515,275,035	0.03170%	\$480,342.19	\$480,342.00	\$503,048.89	29,711,275	27,942	6.18%	\$22,706.89	\$266,900	\$118,400	\$95,042
2025	1,545,580,536	0.03170%	\$489,949.03	\$489,950.00		30,305,501	9,608	2.00%		\$266,900	\$118,400	\$104,650
2026	1,576,492,147	0.03170%	\$499,748.01	\$499,748.00		61,217,112	19,406	4.04%		\$266,900	\$118,400	\$114,448
2027	1,608,021,990	0.03170%	\$509,742.97	\$499,748.00		62,441,454	9,798	2.00%		\$266,900	\$118,400	\$114,448

- Business Licenses/Tax maintained at \$150 per year / \$350 Non-Resident Fee;
- Continue enhance RCMP funding to support local initiatives and peak periods.
- Council continues to financially support the recruitment/relocation process for healthcare workers to our community, as well as strategic efforts to further along provincially planned upgrades to the Stettler Health Care/Hospital Facilities.
- Stettler residents and visitors enjoy a high level of services and community facilities while local property taxes have consistently remained below the provincial average for similar sized municipalities (per Alberta Municipal Affairs most recent Financial Indicator Graphs)
- High quality water at affordable rates (\$1.6547 m³ & \$1.5840 m³) to our regional partners.
- High quality municipal utility services at affordable rates for our local customers:
 - ✓ Proposed **Municipal Tax - 6% increase** (\$400,945 Tax / \$35,092 Growth)
 - ✓ Proposed **Water Rate - \$0.2000m³ Increase (\$3.2454)** (\$118,051)
 - ✓ Proposed **Sewer Rate - \$2.00 increase (\$25.25)** (\$51,480)
 - ✓ Proposed **Garbage Rate - \$2.00 Increase (\$26.50)** (\$53,760)
 - ✓ Proposed **Recycling Rate - \$2.00 Increase (\$9.00)** (\$52,800)
 - ✓ Proposed Financial Impact on Average Residential Customer (**municipal only - \$358.80**) – 8.44%

Fundamentals of the Property Assessment System

Property assessment is the process of assigning a dollar value to a property for the purpose of taxation. The Municipal Government Act defines property as a parcel of land, an improvement, or a parcel of land and an improvement to the land. An improvement is defined as a structure or items attached to a structure that would be transferred by a sale of the structure. Examples of an improvement may include a building, driveway, landscaping, manufactured home or machinery and equipment.

How is property assessed?

Depending on the type of property, assessments are determined using either a market value based standard or a regulated procedure-based standard.

Market Value Standard

The majority of properties in Alberta are assessed using the market value standard which estimates the value a property would likely sell for on the open real estate market. The method to calculate market value can be performed using one of three approaches:

- The sales comparison approach involves the analysis of recent sale prices of similar properties to determine the most probable price that a property would sell for on the open market between a willing buyer and seller. It is best suited to types of property that sell frequently (e.g. residential).
- The income approach may be used when there is insufficient sales data available and the property is income producing. This approach involves the capitalization of the expected future income to be generated by the property to determine its value. It is often used to assess property such as retail buildings, hotels, apartment buildings or rental office buildings.
- The cost approach is used when there is a limited amount of sales or rental information available or the property is a special use property. The cost approach is based on the principle that a buyer would not pay any more to purchase a property than it would cost to buy similar vacant land and build the same buildings or structures. It requires the assessor to calculate the market value of the land using the sales comparison approach and then add the cost to construct the improvements. The last step requires the assessor to subtract an amount that reflects the existing depreciation of the current buildings and structures.

What are the types and classes of property?

All properties are assigned to an assessment class for the purposes of applying a tax rate. The Municipal Government Act provides for four classes of property:

Class 1 – residential

Class 2 – non-residential

Class 3 – farmland

Class 4 – machinery and equipment

Class 1 - Residential property consists of land and improvements where the primary use of the property is for housing. It is assessed by the municipal assessor using a market value standard.

Class 2 – Non-residential property

Non-residential property generally consists of land and improvements where the primary use of the property is for business purposes. This includes properties such as commercial, retail and industrial or linear properties. Within the non-residential property class, there is a sub-category called designated industrial property. Designated industrial property is assessed by the provincial assessor and other non-residential property is assessed by the municipal assessor.

Designated industrial property is a new classification that was created in 2017. It is assessed using the regulated procedure standard and includes the following types of property:

- facilities regulated by the Alberta Energy Regulator, the Canadian Energy Regulator, or Alberta Utilities Commission;
- linear property (oil and gas wells and pipelines, railways, telecommunications and electric power systems) assessed by the province;
- property designated as a 'major plant' by the Alberta Machinery and Equipment Assessment Minister's Guidelines (for example, large refineries, upgraders, pulp and paper mills); and

- land and improvements associated with property regulated by the Alberta Energy Regulator, Alberta Utilities Commission or Canadian Energy Regulator and major plants.

Class 3 – Farmland

Class 4 – Machinery and equipment

Machinery and equipment (M&E) property is assessed under the regulated procedure based standard. M&E are the components or equipment within commercial and industrial properties where manufacturing or processing occurs. M&E property includes objects such as storage tanks, separators, compressors, chemical injectors, metering equipment, ovens, mixers, grinders and other equipment.

- The Town of Stettler does not tax for M&E Property (Bylaw 1752.96 - \$4,267,010 assessment (exempt)- \$40,617 potential tax if not exempt)

Assessment sub-classes

A municipality may create sub-classes within certain assessment classes to further categorize properties and/or to assign different tax rates within a class. A council may, by bylaw:

- divide class 1 (residential) into sub-classes on any basis it considers appropriate. Common examples include residential and vacant residential; and
- divide class 2 (non-residential) into three sub-classes as follows:
 - vacant non-residential property;
 - small business property (fewer than 50 full-time employees); and
 - other non-residential property.

Legislative Requirements

The 2025 Operating Budget and Tax Rate Bylaw #2187-25 has been prepared based on the 3-year 2025 – 2027 Interim Operating Budget approved December 17, 2024, the 2025 Capital Budget approved on February 18, 2025 as well as several subsequent individual budget adjustments that are considered necessary to improve forecasting accuracy.

Section 353 of the *Municipal Government Act* authorizes a Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures set out in the budget of the municipality. Administration recommends that the 2025 Operating Budget be adopted by Town Council prior to the 2025 Tax Rate Bylaw being given all required readings.

	2024	%	2025	%	Difference	
Residential	602,130,730	69.81%	630,365,080	69.98%	28,234,350	69.98%
Farmland	962,480	0.11%	419,940	0.05%	(542,540)	0.05%
Industrial	71,750,700	8.32%	73,718,690	8.18%	1,967,990	8.18%
Commercial	170,089,210	19.72%	179,248,670	19.90%	9,159,460	19.90%
GIPO	3,233,580	0.37%	3,370,300	0.37%	136,720	0.37%
DIP (Provincial Industrial)	309,250	0.04%	276,150	0.03%	(33,100)	0.03%
Linear	14,096,110	1.63%	13,365,550	1.48%	(730,560)	1.48%
Total Taxable	862,572,060	100.00%	900,764,380	100.00%	38,192,320	100.00%
Total Growth & Inflation	46,553,140	5.40%	38,192,320	4.43%	Net Change	
Growth	24,695,710	2.86%	3,822,140	0.42%	Growth	
Inflation	21,857,430	2.53%	34,370,180	3.82%	Inflation / (Deflation)	
Revised Total Taxable	862,572,060		900,764,380			
Total Exempt	188,768,630		204,657,680			
Total Assessment	1,051,340,690		1,105,422,060			

Assessment Comparison

Overall Assessment values for 2025 assessment purposes increased by (\$38,192,320) (4.43%) over 2024 including \$3,822,140 (0.42%) due to new construction/linear growth and Property Assessment increased in market value of 3.82% (\$34,370,180).

Assessment Valuation and the Financial Impact on Municipal Property Taxation

For 2025 property assessment/tax calculation purposes, pre-existing residential properties appreciated by an average of 4.45% while pre-existing non-residential properties also appreciated by 3.38%.

	2025	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Residential	4.45%	2.74%	2.04%	0.77%	-0.73%	-1.15%	-0.34%	0.89%	-0.13%	-0.65%	2.09%	1.50%	0.58%
Non-Residential	3.38%	1.91%	0.10%	-1.59%	-0.07%	-0.22%	0.52%	0.39%	0.70%	0.85%	1.47%	1.56%	1.49%

In considering the fair, equitable and transparent treatment of properties in both tax classes, a base split municipal tax rate is calculated and then utilized to ensure that the cumulative amount of municipal taxes collected from pre-existing properties in each property tax class is the same amount as was collected in the previous year (2025 Tax Budget - \$6,682,433 / 2025 Interim Budget - \$6,682,424 = Difference \$9). Following this, Council's desired and approved tax rate change(s) for each class are independently applied and a new split tax rate is calculated for each class.

In this way Town Council can achieve a desired and relatively accurate outcome from each property tax class without any municipal tax burden shifting between classes due to assessment valuation variations. There is tax shifting occurring within each tax class as the individual property assessments change.

2025 Municipal Property Taxation

The 2025 Interim Operating Budget previously authorized a 6% tax increase for municipal purposes from both tax classes with the school and housing authority estimated tax impacts being extra.

A Summary of 2025 Property Taxation Options has been prepared to quantify some alternative cumulative financial/budgetary impacts at various reasonable taxation increases over 2024 levels.

Municipal Taxes Only:					All Tax Authorities:			Interim	Revised 2025
Option	Residential	Non-Residential	New Taxes	New Taxes	Residential	Non-Residential	New Taxes	Budget	Available
			Pre-existing	New Growth			Pre-existing	Impact	for Capital
								\$ 1,009,449	\$ 41,335
#1	6.00%	6.00%	\$ 400,945	\$ 35,092	#1	7.80%	12.59%	\$ 884,013	#1 \$ 28,020 \$ 1,078,804
#2	5.75%	5.75%	\$ 384,239	\$ 35,009	#2	7.62%	12.40%	\$ 867,306	#2 \$ 11,231 \$ 1,062,015
#3	6.25%	6.25%	\$ 417,652	\$ 35,175	#3	7.98%	12.77%	\$ 900,719	#3 \$ 44,809 \$ 1,095,593
#4	6.50%	6.50%	\$ 434,358	\$ 35,258	#4	8.16%	12.95%	\$ 917,425	#4 \$ 61,597 \$ 1,112,381
#5	5.50%	5.50%	\$ 367,533	\$ 34,926	#5	7.44%	12.22%	\$ 850,600	#5 \$ (5,558) \$ 1,045,226
#6	5.25%	5.25%	\$ 350,827	\$ 34,843	#6	7.26%	12.04%	\$ 833,894	#6 \$ (22,347) \$ 1,028,437
#7	5.00%	5.00%	\$ 334,121	\$ 34,760	#7	7.09%	11.85%	\$ 817,188	#7 \$ (39,136) \$ 1,011,648
#8	6.00%	5.50%	\$ 388,596	\$ 34,955	#8	7.80%	12.22%	\$ 871,663	#8 \$ 15,533 \$ 1,066,317
#9	0.00%	0.00%	\$ -	\$ 33,103	#9	3.52%	8.18%	\$ 483,067	#9 \$ (374,915) \$ 675,869
#10	1.97%	1.98%	\$ 131,891	\$ 33,759	#10	4.92%	9.64%	\$ 614,958	#10 \$ (242,368) \$ 808,416
	Interim Budget - Avail for cap								
#11	1.251%	3.000%	\$ 126,796	\$ 33,584	#11	5.17%	9.11%	\$ 611,874	#11 \$ (247,638) \$ 803,146
	All Tax Authorities								

Administration has presented the 2025 Operating (Tax) Budget and Tax Rate Bylaw based on the following assumptions as authorized during the 2025 Interim Budget process:

Average 6% municipal tax increase to pre-existing residential properties
Average 6% municipal tax increase to pre-existing non-residential properties.

With a 6% 2025 property tax increase, as presented, **\$400,945 additional revenue** (Res - \$252,751 / Non-Res - \$148,195) will be generated for municipal purposes from pre-existing 2024 taxpayers, and an additional \$35,092 (\$6,118 Res / \$28,974 Non-Res) will be generated for municipal purposes from new construction growth.

Municipal Tax Revenue - 2025								
Town of Stettler								
			2024	2024	2025	2025		
			Residential/P/F	Non-Residential	Residential/P/F	Non-Residential	Total	
Actual 2024 Assessment			\$ 603,093,210	\$ 259,478,850			\$ 862,572,060	
							\$ 34,370,180	
2024 Assessment on pre-existing 2023 properties					\$ 629,922,820	\$ 267,019,420	\$ 896,942,240	
New Construction Assessment for 2024					\$ 862,200	\$ 2,959,940	\$ 3,822,140	
					\$ 630,785,020	\$ 269,979,360	\$ 900,764,380	
			0.00%	0.00%				
2025 Municipal Taxes, per combined levy worksheet (growth incl)			\$ 4,212,511	\$ 2,469,913			\$ 6,682,424	
actual per 1-99-01-00-01-111		\$ 6,660,781						
		\$ (21,643)	305 changes during year					
Option #1 -								
2025 Municipal Tax Increase - Existing Res	6.00%	Increase			\$ 252,751		\$ 252,751	
2025 Municipal Tax Increase - Existing N-Res	6.00%	Increase				\$ 148,195	\$ 148,195	
2025 Municipal Taxes - New Construction Res	\$ 7.0954	Base Mill Rate +	Increase above		\$ 6,118		\$ 6,118	
2025 Municipal Taxes - New Construction N-Res	\$ 9.7888	Base Mill Rate +	Increase above			\$ 28,974	\$ 28,974	
							\$ 436,037	
Base Mill Rates:								
2024 Municipal Tax on Existing Residential	\$ 6.6942	Base Mill Rate			\$ 4,216,829		\$ 4,216,829	
2024 Municipal Tax on Existing Non-Residential	\$ 9.2338	Base Mill Rate				\$ 2,465,604	\$ 2,465,604	
							\$ 6,682,433	
Total Municipal Property Tax Revenue					\$ 4,475,698	\$ 2,642,773	\$ 7,118,471	

2025 Combined Property Taxation

Municipal taxes are the primary component (roughly 70%) of the annual property tax notice. However, the other substantial component is the Education Property Tax Requisition (roughly 25%).

A rough breakdown is as follow:

Municipal	-	70% of total property tax notice
ASFF	-	25% of total property tax notice
Seniors	-	5% of property tax notice

ASFF (Alberta School Foundation Fund)

Education tax has a significant impact on the overall amount of property taxes collected from both tax classes. The average percentage changes necessary from pre-existing 2025 tax classes are as follows; based on the actual 2025 Education Property Tax Requisition:

	Residential	Non-Residential
Municipal	6%	6%
Education	6.10%	10.78%

2022		2023 ASFF Budget		2024 ASFF Budget		2025 ASFF Budget		
Provincial Requisition (paid)		Provincial Requisition (paid)		Provincial Requisition (paid)		Provincial Requisition (paid)	Diff	%
Public	\$2,225,053	Public	\$2,164,542	Public	\$2,188,641	Public	\$2,485,929	\$297,288 13.58%
Separate	\$168,749	Separate	\$164,503	Separate	\$170,935	Separate	\$181,934	\$10,999 6.43%
Total	\$2,393,802	Total	\$2,329,045	Total	\$2,359,576	Total	\$2,667,863	\$308,287 13.07%
Tax Revenue (collected)		Tax Revenue (collected)		Tax Revenue (collected)		Tax Revenue (collected)		
Residential	\$1,431,269	Residential	\$1,435,022	Residential	\$1,456,021	Residential	\$1,633,399	\$177,378 12.18%
Non-residential	\$962,533	Non-residential	\$894,023	Non-residential	\$903,555	Non-residential	\$1,034,464	\$130,910 14.49%
Total	\$2,393,802	Total - asff budget	\$2,329,045	Total - asff budget	\$2,359,576	Total - asff budget	\$2,667,863	\$308,288 13.07%
2022 Budget	\$2,393,802	under/over	\$0	under/over	\$0	under/over	\$0	
under/over	\$10,689	Total (+over/under)	\$2,329,045	Total (+over/under)	\$2,359,576	Total (+over/under)	\$2,667,863	
Total (+over/under)	\$2,404,491							

The impact on each property class is broken down as follows (\$2,667,863 - \$2,359,576) = **\$308,287**):

Residential

The **entire** Residential property class for the 2025 requisition for school purposes will increase by **\$177,378**.

Non-Residential

The **entire** Non-residential property class for the 2025 requisition for school purposes will increase by **\$130,909**.

Options:

1. Town Council may desire to change expenditure allocations for any purposes within the proposed 2025 Operating (Tax) Budget thereby changing the projected amount available for capital purposes.
2. Town Council may consider changing the percentage increase / decrease for either property tax class which will result in a corresponding enhancement or a reduction in the projected amount available for capital purposes. The impact of a 1% change in either class is as follows:

Residential Class 1% change equals:	+/- \$42,183
Non-Residential Class 1% change equals:	+/- <u>\$24,973</u>
Combined 1% change:	+/- \$67,156 (½% - \$33,578)

Sample Properties

To better appreciate the changes in total taxes over the years and between assessment classes, several property tax bills have been included.

1976 1,080 square ft. bungalow house, developed upstairs and downstairs with a 1 ½ unattached car garage									
#206129009	2024	2025	\$ Change	% Change	2023	2022	2021	2020	2019
Assessment	290,320	304,110	13,790	4.75%	273,770	263,370	263,650	265,680	271,400
Taxes:									
Municipal	2,027	2,158	131	6.46%	1,907	1,800	1,817	1,817	1,847
School	697	788	91	13.06%	690	691	685	660	720
Seniors	126	127	1	0.79%	126	124	123	118	114
Total Taxes	2,850	3,073	223	7.82%	2,723	2,615	2,625	2,595	2,681
1976 Double Wide Mobile Home 22' x 54' on owned lot:									
#204214000	2024	2025	\$ Change	% Change	2023	2022	2021	2020	2019
Total Assessment	140,420	145,260	4,840	3.45%	135,540	134,030	133,150	133,380	133,740
Total Taxes	1,348	1,467	119	8.83%	1,348	1,331	1,325	1,302	1,321
1964 Residence in Parkdale:									
#831550002	2024	2025	\$ Change	% Change	2023	2022	2021	2020	2019
Total Assessment	267,480	280,770	13,290	4.97%	206,440	200,600	198,880	200,900	205,820
Total Taxes	2,626	2,836	210	8.00%	2,054	1,992	1,979	1,962	2,032
1983 Commercial property:									
Roll #910090001	2024	2025	\$ Change	% Change	2023	2022	2021	2020	2019
Total Assessment	899,770	921,590	21,820	2.43%	887,190	876,350	801,900	803,880	808,910
Total Taxes	12,059	13,126	1,067	8.85%	12,040	11,882	10,548	10,469	10,878
1972 Industrial building:									
Roll # 407157008	2024	2025	\$ Change	% Change	2023	2022	2021	2020	2019
Total Assessment	648,470	667,780	19,310	2.98%	645,550	644,420	617,420	616,230	623,890
Taxes:									
Municipal	6,172	6,537	365	5.91%	6,117	5,887	5,560	5,544	5,656
School	2238	2697	459	20.51%	2347	2547	2273	2207	2473
Seniors	281	278	-3	-1.07%	296	304	288	274	261
Total Taxes	8,691	9,512	821	9.45%	8,760	8,738	8,121	8,025	8,390

Town of Stettler									
Annual Financial Incremental Impact on Average Residential Customer:									
	2023	2023	Diff	2024	2024	Diff	2025	2025	Diff
Assessment (actual)	3.95%	\$273,770		6.05%	\$290,320		4.75%	\$304,110	
ASFF		\$690	-\$1.00		\$697	\$7.00		\$788	\$91.00
Seniors		\$126	\$2.00		\$126	\$0.00		\$127	\$1.00
Municipal Tax Levy	6%	\$1,907.00	\$107.00	6%	\$2,028.00	\$121.00	6%	\$2,158.00	\$130.00
Water Rate per Cubic Meter Based on 17 M3 per Month	$\$2.8977 \times$ 17m3 x 12	\$591.13	\$15.85	$\$3.0454 \times$ 17m3 x 12	\$621.26	\$30.13	$\$3.2454 \times$ 17m3 x 12	\$662.06	\$40.80
Water Fixed Rate - \$10.00 per Month	$\$10 \times 12$	\$120.00	\$0.00	$\$10 \times 12$	\$120.00	\$0.00	$\$12 \times 12$	\$144.00	\$24.00
Sewer Fixed Rate per Month	$\$23.00 \times$ 12	\$276.00	\$3.00	$\$23.25 \times$ 12	\$279.00	\$3.00	$\$25.25 \times$ 12	\$303.00	\$24.00
Garbage Fixed Rate per Month	$\$24.25 \times$ 12	\$291.00	\$6.00	$\$24.50 \times$ 12	\$294.00	\$3.00	$\$26.50 \times$ 12	\$318.00	\$24.00
Recycling Fixed Rate	$\$6.75 \times$ 12	\$81.00	\$3.00	$\$7.00 \times$ 12	\$84.00	\$3.00	$\$9.00 \times$ 12	\$108.00	\$24.00
Total (Municipal Only)		\$3,266.13	\$134.85		\$3,426.26	\$160.13		\$3,693.06	\$266.80
Overall Percentage Change			4.31%			4.90%			7.79%
Total - Municipal / ASFF / Seniors		\$4,082.13	\$135.85		\$4,249.26	\$167.13		\$4,608.06	\$358.80
Overall Percentage Change - Municipal / ASFF / Seniors			3.44%			4.09%			8.44%
			\$135.85			\$167.13			\$358.80

20.00 m³	Totals		Water			Sanitary Sewer					Waste				
Municipality	Typical User /month	Typical User per year	Minimum or Fixed Charge /month	/m³	Water Total /month	Minimum or Fixed Charge /month	/m³	Sanitary Sewer Total /month	Storm Sewer /month	General Admin Fee	Solid Waste /month	Recycling /month	Yard Waste (Composting) /month	Year Bylaw Updated	Population
Mean:	\$146.24	\$1,754.87	\$25.19	\$2.62	\$73.28	\$20.71	\$1.93	\$46.41	\$4.69	\$3.12	\$21.86	\$6.45	\$3.11		7,003
Median (46):	\$145.10	\$1,741.20	\$22.47	\$2.80	\$73.60	\$20.75	\$1.88	\$44.76	\$5.01	\$2.00	\$22.50	\$6.25	\$1.88		5,206
Bonnyville	\$82.63	\$991.56	\$13.67	\$2.06	\$54.92		\$0.69	\$13.75			\$13.96			2024	6,404
Delburne	\$93.26	\$1,119.12	\$28.35	\$1.45	\$57.35	\$13.50		\$13.50			\$16.00	\$4.91	\$1.50	2022	919
Raymond	\$95.50	\$1,146.00	\$27.00	\$1.00	\$47.00	\$21.00		\$21.00			\$27.50			2024	4,199
St. Paul	\$101.76	\$1,221.12	\$14.38	\$1.60	\$46.38	\$13.38	\$1.20	\$37.38		\$2.00	\$13.50	\$2.50		2023	5,863
Crowsnest Pass	\$103.41	\$1,240.92	\$36.99		\$36.99	\$36.99		\$36.99			\$25.82	\$3.61		2023	5,695
Bawlf	\$106.80	\$1,281.60	\$54.80		\$54.80	\$32.00		\$32.00			\$13.75	\$6.25		2024	412
Sedgewick	\$110.32	\$1,323.84	\$20.00	\$2.10	\$42.00	\$20.00	\$0.75	\$35.00			\$33.32			2023	761
Big Valley	\$111.67	\$1,340.04	\$25.50	\$2.80	\$81.50	\$20.00		\$20.00			\$8.50	\$1.67		2023	331
Vegreville	\$112.37	\$1,348.44	\$7.00	\$3.41	\$75.20	\$7.00	\$0.39	\$8.17	\$6.00	\$6.00	\$9.00	\$8.00		2024	5,689
Barrhead	\$121.93	\$1,463.16	\$30.00	\$2.44	\$78.80	\$10.50	\$0.85	\$27.58			\$15.55			2024	4,320
Stettler 2023	\$121.95	\$1,463.45	\$10.00	\$2.90	\$67.95	\$23.00		\$23.00			\$24.25	\$6.75		2023	
Stettler	\$125.66	\$1,507.90	\$10.00	\$3.05	\$70.91	\$23.25		\$23.25			\$24.50	\$7.00		2024	5,695
Banff	\$127.34	\$1,528.04	\$5.97	\$1.14	\$28.77	\$18.80	\$2.83	\$75.40			\$23.17			2024	8,305
Veteran	\$128.80	\$1,545.60	\$15.00	\$3.79	\$90.80	\$14.00		\$14.00			\$24.00			2023	214
Red Deer	\$132.85	\$1,594.20	\$17.67	\$1.78	\$53.27	\$21.60	\$1.81	\$54.18			\$20.50	\$4.90		2024	100,844
Donalda	\$135.00	\$1,620.00	\$25.00	\$3.70	\$99.00	\$11.00		\$11.00		\$2.00	\$23.00			2024	226
Edson	\$136.61	\$1,639.32	\$6.63	\$1.94	\$45.43	\$20.87	\$1.94	\$59.67	\$2.00		\$18.61	\$10.90		2023	8,374
Killam	\$137.00	\$1,644.00	\$20.00	\$2.00	\$60.00	\$20.00	\$1.10	\$42.00			\$35.00			2024	918
Hanna	\$137.20	\$1,646.40	\$27.50	\$3.06	\$88.70	\$15.00	\$0.30	\$21.00			\$27.50			2024	2,394
Drumheller	\$137.47	\$1,649.67	\$18.10	\$2.31	\$64.22	\$21.00	\$2.56	\$61.93			\$8.24	\$3.09		2024	7,909
Slave Lake	\$140.63	\$1,687.56	\$30.03	\$1.80	\$66.03	\$24.11	\$1.45	\$53.11			\$15.05	\$6.44		2020	6,836
Redcliff	\$141.81	\$1,701.72	\$43.07	\$1.19	\$66.87	\$47.65		\$47.65			\$27.29			2024	5,581
Sylvan Lake	\$142.18	\$1,706.16	\$41.82	\$0.93	\$41.82	\$26.84	\$2.97	\$74.36			\$19.50	\$6.50		2023	15,995
Castor	\$144.05	\$1,728.56	\$70.00	\$3.30	\$91.05	\$30.00		\$30.00			\$23.00			2021	803
Trochu	\$145.10	\$1,741.20	\$16.00	\$4.07	\$97.40	\$5.00	\$0.86	\$22.20			\$20.50	\$5.00		2024	998
Drayton Valley	\$147.20	\$1,766.40	\$20.50	\$2.40	\$68.50		\$2.75	\$55.00		\$4.70	\$19.00			2024	7,291
Carstairs	\$147.96	\$1,775.52	\$15.00	\$3.21	\$79.20	\$6.24	\$1.93	\$44.76			\$24.00			2024	4,898
Coronation	\$149.50	\$1,794.00	\$49.00	\$3.10	\$111.00	\$22.00		\$22.00			\$16.50			2023	868
Westlock	\$149.75	\$1,797.00	\$26.10	\$3.15	\$89.10	\$9.90	\$0.95	\$28.80	\$3.00	\$2.00	\$26.85			2024	4,921
Jasper	\$151.17	\$1,814.06	\$20.69	\$0.70	\$34.69	\$16.55	\$2.34	\$63.35			\$34.13	\$19.01		2024	4,738
Consort	\$151.42	\$1,816.99	\$42.25	\$4.83	\$111.42	\$12.00		\$12.00			\$28.00			2023	644
Ponoka	\$151.70	\$1,820.40	\$22.93	\$2.78	\$78.53	\$25.36	\$0.83	\$41.96			\$23.58	\$7.63		2024	7,331
Rocky Mtn. House	\$151.79	\$1,821.48	\$32.28	\$1.78	\$67.88	\$17.69	\$1.88	\$55.29			\$28.62			2024	6,765
Wainwright	\$153.25	\$1,839.00	\$20.25	\$3.31	\$86.45	\$20.75	\$1.07	\$40.01	\$5.00		\$15.05	\$6.74		2024	6,606
Camrose	\$156.31	\$1,875.72	\$30.62	\$2.23	\$75.22	\$32.08	\$1.04	\$52.88			\$21.21	\$6.00	\$1.00	2024	18,772
Three Hills	\$167.28	\$2,007.36	\$19.40	\$3.82	\$95.80	\$24.98	\$1.00	\$44.98			\$18.50	\$8.00		2024	3,171
Bowden	\$171.80	\$2,061.60	\$10.00	\$3.18	\$73.60	\$10.00	\$3.31	\$76.20			\$11.00	\$11.00		2024	1,280
Didsbury	\$174.05	\$2,088.60	\$18.15	\$4.75	\$113.15	\$9.15	\$1.50	\$39.15		\$2.00	\$12.85	\$4.65	\$2.25	2024	5,070
Diamond Valley	\$174.18	\$2,090.10	\$22.47	\$2.46	\$71.67	\$22.47	\$2.46	\$71.67	\$5.03		\$11.40	\$6.73	\$7.68	2024	5,341
Penhold	\$175.95	\$2,111.40	\$20.25	\$1.56	\$51.45	\$18.00	\$3.95	\$97.00	\$5.50		\$22.00			2024	3,484
Peace River	\$177.24	\$2,126.88	\$34.04	\$3.49	\$103.84	\$29.50	\$2.37	\$47.40			\$26.00			2024	6,619
Bashaw	\$181.08	\$2,172.90	\$37.75	\$3.69	\$111.55	\$20.00		\$55.78			\$13.75			2023	848
Innisfail	\$181.20	\$2,174.40	\$10.00	\$2.86	\$67.20	\$10.00	\$3.80	\$86.00	\$3.00		\$20.00	\$5.00		2024	7,985
Devon	\$184.20	\$2,210.40	\$16.43	\$1.90	\$54.43	\$38.57	\$2.53	\$89.17	\$8.00		\$32.60			2024	6,545
Blackfalds	\$187.04	\$2,244.48	\$23.84	\$2.95	\$82.84	\$21.45	\$3.24	\$73.29			\$30.91			2024	10,470
Daysland	\$193.38	\$2,320.56	\$46.83	\$2.00	\$86.83	\$42.55	\$1.00	\$62.55			\$41.00	\$3.00		2023	789
Lacombe	\$194.77	\$2,337.24	\$30.80	\$2.83	\$87.40	\$23.06	\$3.05	\$71.86			\$35.51			2024	14,258
Alix	\$204.98	\$2,459.76	\$37.50	\$3.39	\$105.30	\$26.25	\$2.25	\$71.25			\$22.50	\$5.93		2024	774
Olds	\$215.23	\$2,582.76	\$12.83	\$3.18	\$76.43	\$18.40	\$4.77	\$113.80			\$25.00			2024	9,209
Legend:															
population 4000-8000															
pop'n and regional comparable															
regional comparables															

			2022	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
			\$10/month plus	\$10/month plus	\$10/month plus	\$12/month plus	\$12/month plus	\$12/month plus
			590,000 m ³	590,000 m ³	590,000 m ³	590,000 m ³	590,000 m ³	590,000 m ³
			300,000 Res / 290,000 NRes	300,000 Res / 290,000 NRes	300,000 Res / 290,000 NRes	300,000 Res / 290,000 NRes	300,000 Res / 290,000 NRes	300,000 Res / 290,000 NRes
			2110 Res / 375 Nres (units)	2120 Res / 387 Nres (units)	2125 Res / 388 Nres (units)	2125 Res / 388 Nres (units)	2125 Res / 388 Nres (units)	2125 Res / 388 Nres (units)
			\$2.8200 m³	\$2.8977 m³	\$3.0454 m³	3.2454	\$3.3103 m³	\$3.3765 m³
Revenue - Water			\$ 3,148,438	\$ 3,743,296	\$ 3,556,491	\$ 3,617,245	\$ 3,680,970	\$ 3,726,816
Expenditures - Water			\$ 3,094,431	\$ 3,704,380	\$ 3,509,094	\$ 3,460,077	\$ 3,536,187	\$ 3,548,490
Net Budget Impact			\$ 54,007	\$ 38,916	\$ 47,397	\$ 157,168	\$ 144,783	\$ 178,326
Net Depreciation, not included			\$ 293,011	\$ 293,680	\$ 293,386	\$ 293,386	\$ 293,386	\$ 293,386
Debenture Principal, included			\$ 163,700	\$ 170,890	\$ 154,000	\$ 157,450	\$ 164,030	\$ 170,880
Plus R.O.I. Included in Exp.			\$ 210,000	\$ 202,000	\$ 192,000	\$ -	\$ -	\$ -
Debenture Interest, included in Exp.			\$ 66,470	\$ 59,190	\$ 52,020	\$ 45,530	\$ 38,870	\$ 31,940

			2022	2023	2024	2025	2026	2026
			2057 (units)	2141 (units)	2145 (units)	2145 (units)	2145 (units)	2145 (units)
			\$22.75/month	\$23.00/month	\$23.25/month	25.25/month	\$26.25/month	\$26.75/month
Revenue - Sewer			\$ 950,701	\$ 1,039,069	\$ 1,103,741	\$ 1,026,401	\$ 1,033,802	\$ 1,054,478
Expenditures - Sewer			\$ 727,420	\$ 775,310	\$ 873,757	\$ 768,717	\$ 778,455	\$ 795,469
Net Budget Impact			\$ 223,281	\$ 263,759	\$ 229,984	\$ 257,684	\$ 255,347	\$ 259,009
Debenture Princ & Int			\$ 160,860	\$ 153,500	\$ 153,470	\$ 115,160	\$ 115,120	\$ 115,070

			2022	2023	2024	2025	2026	2026
			2235 (units)	2240 (units)	2240 (units)	2240 (units)	2240 (units)	2240 (units)
			\$23.75/month	\$24.25/month	\$24.50/month	\$26.50/month	\$27.50/month	\$28.00/month
Revenue - Garbage			\$ 668,602	\$ 685,191	\$ 692,438	\$ 746,977	\$ 748,069	\$ 762,326
Expenditures - Garbage			\$ 610,510	\$ 643,566	\$ 661,283	\$ 691,080	\$ 716,943	\$ 718,580
Net Budget Impact			\$ 58,092	\$ 41,625	\$ 31,155	\$ 55,897	\$ 31,126	\$ 43,746

			2022	2023	2024	2025	2026	2026
			2195 (units)	2200 (units)	2200 (units)	2200 (units)	2200 (units)	2200 (units)
			\$6.50/month	\$6.75/month	\$7.00/month	\$9.00/month	@ \$10.00/month	@ \$10.50/month
Revenue - Recycling			\$ 171,210	\$ 178,200	\$ 184,800	\$ 237,600	\$ 242,352	\$ 247,199
Expenditures - Recycling/Compost			\$ 137,709	\$ 149,282	\$ 154,149	\$ 157,232	\$ 160,454	\$ 163,804
Net Budget Impact			\$ 33,501	\$ 28,918	\$ 30,651	\$ 80,368	\$ 81,898	\$ 83,395
Combined Net Budget Impact:			\$ 368,881	\$ 373,218	\$ 339,187	\$ 551,117	\$ 513,154	\$ 564,476
			\$ 330,690	\$ 406,640	\$ 610,610	\$ 527,687	\$ 362,931	\$ 672,675
			\$ 699,571	\$ 779,858	\$ 949,797	\$ 1,078,804	\$ 876,085	\$ 1,237,151

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 1
User ID: Anika

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	77761
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
C. R. Glass Ltd.	77761	2025-04-17	\$525.00

Invoice Description	Invoice Number	Invoice Amount
Shop - Replace Cracked Window	3823	\$525.00

Total Cheques	\$525.00
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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	77782
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
RJames Management Group LTD.	77782	2025-05-02	\$1,649.56

Invoice Description	Invoice Number	Invoice Amount	

Water - Vehicle Repair	REDR0734525	\$1,649.56	

Total Cheques			\$1,649.56
			=====

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	77762
Cheque Date	First	Last		77770

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Aaron Young	77762	2025-04-24	\$27.25
Invoice Description	Invoice Number	Invoice Amount	
Water - Refund Credit Balance	2025.04.10	\$27.25	
Bengert, Mark	77763	2025-04-24	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
PR - Staff Party Bartending	2025.04.23	\$500.00	
Canada Post Corporation	77764	2025-04-24	\$1,673.78
Invoice Description	Invoice Number	Invoice Amount	
Water & Bylaw - Billing	9954289421	\$1,673.78	
Clark's Supply and Service Ltd	77765	2025-04-24	\$677.12
Invoice Description	Invoice Number	Invoice Amount	
Park - Rubber Fingers	IN458348	\$677.12	
Heartland Glass Ltd.	77766	2025-04-24	\$425.25
Invoice Description	Invoice Number	Invoice Amount	
Pool - Equip Repair	109960	\$425.25	
Innov8 Digital Solutions	77767	2025-04-24	\$303.51
Invoice Description	Invoice Number	Invoice Amount	
P&L - Photocopies	IN561871	\$303.51	
OK Tire Stettler	77768	2025-04-24	\$2,096.32
Invoice Description	Invoice Number	Invoice Amount	
Park - New Tires	IN117187	\$765.45	
Trans - New Tires	IN117298	\$953.36	
Parks - Wheel Alignment	IN117521	\$148.84	
Parks - Tire Sesnors	IN117644	\$228.67	
RCAP Leasing	77769	2025-04-24	\$218.40
Invoice Description	Invoice Number	Invoice Amount	
Office - telephone	1343087	\$218.40	
Van Electric	77770	2025-04-24	\$4,747.05
Invoice Description	Invoice Number	Invoice Amount	
Water-Areation electrical work	920	\$1,349.25	
Water -Fix Wiring on generator	918	\$2,263.80	
Water - B Lift Repair	941	\$551.25	52

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shop - Repairs ro gate	951		\$582.75
	Total Cheques		\$10,668.68

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000897
Cheque Date	First	Last		ONL000898

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Collabria Payment Processing	ONL000897	2025-05-02	\$18,446.24

Invoice Description	Invoice Number	Invoice Amount
P&L - Visa	2025.04.11.765	\$286.77
BOT - Visa	2025.04.11.BOT	\$5,783.06
Fitness - Visa	2025.04.11.751	\$86.18
SRC - Visa	2025.04.11.104	\$2,253.29
Fire - Visa	2025.04.11.753	\$856.29
Compter - Visa	2025.04.11.290	\$1,824.52
Fire Joint - Visa	2025.04.11.859	\$2,335.81
P&L - Visa	2025.04.11.764	\$1,056.66
Admin - Visa	2025.04.11.244	\$57.92
Office - Visa	2025.04.11.038	\$105.00
Admin - Visa	2025.04.11.665	\$72.44
fIRE - vISA	2025.04.11.755	\$1,362.17
Office - Visa	2025.04.11.726	\$624.69
Pool - Visa	2025.04.11.756	\$151.47
Water - Visa	2025.04.11.763	\$145.35
Shop - Visa	2025.04.11.826	\$35.00
Engineer - Visa	2025.04.11.766	\$149.99
Trans - Visa	2025.04.11.762	\$1,259.63

Rogers	ONL000898	2025-05-02	\$33.60
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Invoice Description	Invoice Number	Invoice Amount
Fire - Joint - Phone	2980139343	\$33.60

Total Cheques	\$18,479.84
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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	ONL000890
Cheque Date	First	Last		ONL000896

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000890	2025-04-24	\$37,233.76
Invoice Description	Invoice Number	Invoice Amount	
Office - Gas	202503-3693	\$1,762.53	
Fire - Joint - Gas	202503-3687	\$1,541.10	
Shop - Gas	202503-3694	\$1,555.14	
Airport - Gas	202503-3686	\$358.45	
WTP - Gas	202503-3689	\$9,623.71	
Water - Gas	202503-3684	\$518.99	
Sewer - Gas	202503-3685	\$450.70	
Sewer - Gas	202503-3692	\$454.44	
SRC & Pool - Gas	202503-3691	\$19,851.63	
Comm Hall - -Gas	202503-3690	\$819.07	
Parks - Gas	202503-3688	\$298.00	
Alberta Land Titles	ONL000891	2025-04-24	\$115.00
Invoice Description	Invoice Number	Invoice Amount	
Admin - DRR Searches	2025.03.31	\$115.00	
Poulin's Professional Pest Con	ONL000892	2025-04-24	\$445.66
Invoice Description	Invoice Number	Invoice Amount	
Office - Pest Control	1772144	\$90.72	
WTP - Pest Control	1772132	\$198.45	
SRC - Pest Control	1772140	\$156.49	
Shaw Cable	ONL000893	2025-04-24	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Wifi	2025.04.17	\$120.75	
Shaw Cable	ONL000894	2025-04-24	\$441.00
Invoice Description	Invoice Number	Invoice Amount	
SRC - Wifi	2025.04.15	\$441.00	
Shaw Cablesystems GP	ONL000895	2025-04-24	\$109.15
Invoice Description	Invoice Number	Invoice Amount	
Fitness - Cable	2025.04.01	\$109.15	
Workers' Compensation Board -	ONL000896	2025-04-24	\$16.29
Invoice Description	Invoice Number	Invoice Amount	
WCB - 2nd Installment	27967096	\$16.29	
Total Cheques		\$38,481.61	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	EFT0008913
Cheque Date	First	Last		EFT0008940

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
4L Communications Inc.	EFT0008913	2025-04-22	\$808.47
=====			
Invoice Description	Invoice Number	Invoice Amount	

P&L - Cell Phone Renewal	STTLTIN25239	\$808.47	
=====			
APEX Supplementary Pension Pla	EFT0008914	2025-04-22	\$382.36
=====			
Invoice Description	Invoice Number	Invoice Amount	

Sub Pension Plan Remit	PP08-25	\$382.36	
=====			
Bunzl Cleaning & Hygiene	EFT0008915	2025-04-22	\$43.62
=====			
Invoice Description	Invoice Number	Invoice Amount	

Pool - Parts & Freight	143727	\$85.62	
=====			
Burmac Mechanical 2000	EFT0008916	2025-04-22	\$25.55
=====			
Invoice Description	Invoice Number	Invoice Amount	

Pool - Urinal Repair	109682	\$20.65	
Water - Fitting for water temp	109749	\$4.90	
=====			
Canadian Tire #671	EFT0008917	2025-04-22	\$628.16
=====			
Invoice Description	Invoice Number	Invoice Amount	

SRC - Heater for Stairwell	2805	\$59.84	
SRC - Electrical Tape	2814	\$20.99	
SRC - Hosew for Showers	2819	\$41.99	
SRC - Clip for Netting	2828	\$1.56	
Water - Paint	2832	\$80.10	
Office - Maddies Shelf	2808	\$103.72	
Water - Sign Shed	2796	\$5.03	
Water - Sign Shed	2797	\$8.39	
SRC - Boots	2834	\$141.73	
WTP - Batteries	2816	\$17.84	
Water - Garden Hose	2833	\$146.97	
=====			
Canadian Union of Public Emplo	EFT0008918	2025-04-22	\$585.00
=====			
Invoice Description	Invoice Number	Invoice Amount	

AP - Union Dues	PP08A-25	\$27.50	
AP - Union Dues	PP08-25	\$557.50	
=====			
Canoe Procurement Group of Can	EFT0008919	2025-04-22	\$13,760.46
=====			
Invoice Description	Invoice Number	Invoice Amount	

Water - Oil	PF-12529-12042	\$268.85	
Trans, Water, Parks - Fuel	PF-12546-12058	\$4,478.24	
Water - Oil	PF-12547-12059	\$140.41	
Shop - Blades for V Plow	AB296280	\$402.59	
March Fuel	PF-12561-12079	\$8,470.37	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
CentralSquare Canada Software	EFT0008920	2025-04-22	\$2,625.00
Invoice Description	Invoice Number	Invoice Amount	
Computer - Diamond Plan	433504	\$2,625.00	
=====			
Cinder MSP	EFT0008921	2025-04-22	\$2,842.14
Invoice Description	Invoice Number	Invoice Amount	
Trans, Water, Sewer - Computer	2356	\$2,842.14	
=====			
Clearview Public Schools	EFT0008922	2025-04-22	\$170.35
Invoice Description	Invoice Number	Invoice Amount	
Office - Joint Expenses	7432	\$170.35	
=====			
Dolan, Lori	EFT0008923	2025-04-22	\$54.87
Invoice Description	Invoice Number	Invoice Amount	
Pool - Travel & Sub	2025.03.21	\$54.87	
=====			
GT Hydraulic & Bearing	EFT0008924	2025-04-22	\$4,751.06
Invoice Description	Invoice Number	Invoice Amount	
Shop - Air Filter	000-429306	\$325.66	
Shop - Hydraulic Hose	000-429571	\$241.50	
Pool - HVAC	000-429615	\$58.60	
Trans - Hyraulic Hose	000-429667	\$129.30	
Shop - Hydraulic Fittings	000-429857	\$567.95	
Sewer - air lines	000-429858	\$28.85	
Shop - Oil Filters	000-429951	\$233.77	
Shop - Role Pins	000-430094	\$13.29	
Trans - Hose	000-430193	\$266.94	
Pool - Change Room HVAC	000-430203	\$51.26	
Shop - Filter	000-430222	\$37.20	
Parks - Wheel Bearings	000-430668	\$95.03	
Water - Hydraulic Valve	000-430721	\$199.60	
Shop - Fittings	000-430799	\$24.44	
Water - Valve	000-430882	\$229.61	
Shop - Pressure Washer Parts	000-430873	\$148.06	
Shop - Unit 87	000-430326	\$2,100.00	
=====			
Innov8 Digital Solutions	EFT0008925	2025-04-22	\$267.90
Invoice Description	Invoice Number	Invoice Amount	
P&L - Photocopies	IN5602030	\$267.90	
=====			
Kjersteen, Kelly	EFT0008926	2025-04-22	\$145.89
Invoice Description	Invoice Number	Invoice Amount	
SRC - Supplies	2025.04.11	\$145.89	
=====			
Local Authorities Pension Plan	EFT0008927	2025-04-22	\$32,272.55
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP08A-25	\$259.11	
LAPP contribution	PP08-25	\$32,013.44	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Linde Canada	EFT0008928	2025-04-22	\$383.92
Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemical	48649051	\$383.92	
=====			
Lifesaving Society	EFT0008929	2025-04-22	\$1,237.43
Invoice Description	Invoice Number	Invoice Amount	
Pool - Aquatic Supply	33731	\$210.00	
Pool - Aquatic Supply	33949	\$1,027.43	
=====			
Loomis Express	EFT0008930	2025-04-22	\$54.45
Invoice Description	Invoice Number	Invoice Amount	
WTP - Freight	11236856	\$54.45	
=====			
Nolls, Sean	EFT0008931	2025-04-22	\$1,209.88
Invoice Description	Invoice Number	Invoice Amount	
Council - Travel & Sub	2025.04.02	\$1,209.88	
=====			
Perry, Desirae	EFT0008932	2025-04-22	\$138.59
Invoice Description	Invoice Number	Invoice Amount	
SRC - Supplies	2025.03.19	\$138.59	
=====			
Rider, Murray	EFT0008933	2025-04-22	\$33.68
Invoice Description	Invoice Number	Invoice Amount	
Roads - Other Goods	2025.04.09	\$33.68	
=====			
Stettler Dodge Ltd.	EFT0008934	2025-04-22	\$277.41
Invoice Description	Invoice Number	Invoice Amount	
Park - Axle Seals	161972	\$277.41	
=====			
Stettler Flooring	EFT0008935	2025-04-22	\$165.31
Invoice Description	Invoice Number	Invoice Amount	
SRC - Dressing Room Benches	78932	\$88.16	
Admin - New Paint	78500	\$77.15	
=====			
Stettler Public Library	EFT0008936	2025-04-22	\$1,077.97
Invoice Description	Invoice Number	Invoice Amount	
PR - Senors Kits	B026	\$1,077.97	
=====			
Stettler Registry Services Ltd	EFT0008937	2025-04-22	\$509.25
Invoice Description	Invoice Number	Invoice Amount	
Admin - Title Search	SR2000028246	\$509.25	
=====			
Stingray Radio Inc.	EFT0008938	2025-04-22	\$682.50
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Advertsing - March	951716-3		\$682.50
Trail Tire	EFT0008939	2025-04-22	\$121.80
Invoice Description	Invoice Number	Invoice Amount	
Parks - Tire Tubes	28157	\$16.80	
Park - Tire Tubes	28177	\$67.20	
Shop - Unit 8	28181	\$37.80	
Woody's Automotive Ltd.	EFT0008940	2025-04-22	\$6,857.80
Invoice Description	Invoice Number	Invoice Amount	
Parks - Brakes	612-928503	\$508.01	
Shop - Grinding Wheel	612-928551	\$97.87	
Shop - Connectors	612-928887	\$40.13	
Sewer - Trailer plug	612-929087	\$7.48	
Parks - Filters	612-929103	\$85.59	
Shop - Repair Parts	612-929138	\$416.90	
Sewer - Unit 146	612-29139	\$27.90	
Sewer - Washer Nozzle	612-929141	\$5.24	
Water, Trans, Parks - Oil	612-929431	\$1,731.41	
Parks - Brakes	612-930440	\$769.90	
Water - Brooms	612-930298	\$105.12	
Shop - Hand Cleaner	612-930442	\$61.11	
Parks - Brake Rotors	612-930498	\$640.69	
Shop - Supply	612-930628	\$136.41	
Shop - Rags	612-930629	\$26.15	
Shop - Belt	612-930895	\$194.59	
Shop - Socket	612-930705	\$17.21	
Parks - Axle Seals	612-930956	\$38.07	
Water - Unit 34	612-930795	\$84.50	
Parks - Filters	612-931092	\$41.13	
Parks - Filters	612-931112	\$132.31	
Shop - Supply	612-931189	\$229.10	
Shop - Gate Remote	612-931234	\$67.35	
Shop - Degreaser	612-931239	\$138.59	
Trans - Filters	612-931286	\$43.28	
Shop - Paper Towel	612-931287	\$192.30	
Trabs, Water, Park s- Oil	612-931765	\$1,004.30	
Parks - Filter	612-931782	\$10.84	
Shop - Paint	612-931789	\$37.42	
Shop - p/s Line Filters	612-931995	\$42.97	
Shop - Brake Switch	612-932063	\$122.22	
Shop - Oil Filter	612-932245	\$5.88	
Shop - Paint and Lube	612-932306	\$102.93	
Shop - Ratchet Straps	612-933020	\$92.59	
Water - Flange Gaskets	612-933135	\$23.58	
Shop - Supply	FEB STATEMENT	\$1.04	
Total Cheques			\$72,113.37

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	77754
Cheque Date	First	Last		77760

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Endress + Hauser	77754	2025-04-17	\$2,717.40
Invoice Description	Invoice Number	Invoice Amount	
WTP - Chemicals	6001241475	\$2,717.40	
Future Ag Inc	77755	2025-04-17	\$2,073.01
Invoice Description	Invoice Number	Invoice Amount	
WTP - Air Filter	IS85274	\$69.09	
Shop - Filters & Oil	IS84984	\$2,003.92	
Heartland Marine & Motorsports	77756	2025-04-17	\$275.07
Invoice Description	Invoice Number	Invoice Amount	
Park - Fleet Parts	70291	\$275.07	
Jobi John	77757	2025-04-17	\$146.31
Invoice Description	Invoice Number	Invoice Amount	
Water - Refund Credit Balance	2025.04.10	\$146.31	
Receiver General for Canada	77758	2025-04-17	\$67,242.08
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP08-25	\$55,570.99	
Town Tax Remittance	PP08-25.	\$5,223.45	
BOT Tax Remittance	PP08-25.BOT	\$3,447.29	
Library Tax Remittance	PP08-25.LIBRAR	\$2,605.89	
Town Tax Remittance	PP08A-25	\$394.46	
Stettler Car Club	77759	2025-04-17	\$4,000.00
Invoice Description	Invoice Number	Invoice Amount	
Park - New Bleachers	2025.04.08	\$4,000.00	
Wm E Hay Composite High School	77760	2025-04-17	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
HBC - Compost bin	2024-72	\$100.00	
Total Cheques		\$76,553.87	

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	EFT0008969
Cheque Date	First	Last		EFT0009001

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0008969	2025-05-06	\$1,532.07
Invoice Description	Invoice Number	Invoice Amount	
SRC - Filters	8470778557	\$1,180.24	
Pool - Janitor	9464766055	\$351.83	
Action Plumbing & Excavating	EFT0008970	2025-05-06	\$8,829.77
Invoice Description	Invoice Number	Invoice Amount	
Pool - Repair	W44442	\$1,338.44	
Arena - Urinal Valve	I036434	\$81.90	
Pool - Building Repair	W44611	\$2,854.23	
Pool - Building Repair	W44302	\$292.61	
Pool - Building Repair	W44360	\$447.57	
Health Unit - Camera Auger	W44148	\$668.85	
Arena - Snow Melt	W44507	\$1,034.25	
Arena - Boiler Service	W44528	\$1,865.90	
Water - Sign Shed	I036341	\$88.20	
Water - Sign Shed	I036494	\$92.19	
Water - Sign Shed	I034697	\$65.63	
APEX Supplementary Pension Pla	EFT0008971	2025-05-06	\$382.36
Invoice Description	Invoice Number	Invoice Amount	
Pension Plan Remit	PP09-25	\$382.36	
Barnes, Roger	EFT0008972	2025-05-06	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC - Phone Allowance	2025.05.01	\$25.00	
Stettler Regional Board of Tra	EFT0008973	2025-05-06	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Council - Trade Show Draw	2989	\$250.00	
Brownlee LLP	EFT0008974	2025-05-06	\$1,653.75
Invoice Description	Invoice Number	Invoice Amount	
Admin - Legal	575351	\$1,653.75	
Canadian Union of Public Emplo	EFT0008975	2025-05-06	\$605.00
Invoice Description	Invoice Number	Invoice Amount	
AP - Union Dues	PP09-25	\$605.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Central Sharpening	EFT0008976	2025-05-06	\$216.30
Invoice Description	Invoice Number	Invoice Amount	

SRC - Blade Sharpening	31532	\$216.30	
=====			
Dillon Consulting	EFT0008977	2025-05-06	\$4,583.26
Invoice Description	Invoice Number	Invoice Amount	

Municipal Planning - IDP	314244	\$3,661.88	
P&D - IDP Finalization	318195	\$921.38	
=====			
Dodd, Sonia	EFT0008978	2025-05-06	\$125.00
Invoice Description	Invoice Number	Invoice Amount	

Pool - Travel & Phone	2025.05.01	\$125.00	
=====			
Dolan, Lori	EFT0008979	2025-05-06	\$25.00
Invoice Description	Invoice Number	Invoice Amount	

Pool - Phone Allowance	2025.05.01	\$25.00	
=====			
Duff, Kendra	EFT0008980	2025-05-06	\$150.00
Invoice Description	Invoice Number	Invoice Amount	

P&D - Travel Allowance	2025.05.01	\$150.00	
=====			
Graham, Leann	EFT0008981	2025-05-06	\$375.00
Invoice Description	Invoice Number	Invoice Amount	

Admin - Travel & Phone	2025.05.01	\$375.00	
=====			
Hymers, Kim	EFT0008982	2025-05-06	\$100.00
Invoice Description	Invoice Number	Invoice Amount	

Admin - Travel & Phone	2025.05.01	\$100.00	
=====			
Icetek Refrigeration	EFT0008983	2025-05-06	\$1,827.00
Invoice Description	Invoice Number	Invoice Amount	

SRC - Shut Down Ice Plant	1860	\$1,827.00	
=====			
i. d. Apparel	EFT0008984	2025-05-06	\$458.17
Invoice Description	Invoice Number	Invoice Amount	

PR - Hats	127048	\$314.37	
PR - Coat	125770	\$143.80	
=====			
Kathy's Printing Service	EFT0008985	2025-05-06	\$6,819.75
Invoice Description	Invoice Number	Invoice Amount	

PR - Town Life 2025	7180	\$5,676.30	
Water - Billing Paper	7183	\$1,143.45	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Local Authorities Pension Plan	EFT0008986	2025-05-06	\$31,571.12
Invoice Description	Invoice Number	Invoice Amount	
LAPP Contribution	PP09-25	\$31,571.12	
=====			
Leckie, Neil	EFT0008987	2025-05-06	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2025.05.01	\$25.00	
=====			
Linde Canada	EFT0008988	2025-05-06	\$908.81
Invoice Description	Invoice Number	Invoice Amount	
Pool - Chemical	49120073	\$908.81	
=====			
Manalastas, Victor	EFT0008989	2025-05-06	\$3,412.50
Invoice Description	Invoice Number	Invoice Amount	
Office - Janitor	34	\$3,150.00	
Fire Joint - Janitor	35	\$262.50	
=====			
Municipal Property Consultants	EFT0008990	2025-05-06	\$7,174.85
Invoice Description	Invoice Number	Invoice Amount	
Assessor - May	17193	\$7,174.85	
=====			
Pederson, Brendan	EFT0008991	2025-05-06	\$40.00
Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2025.05.01	\$40.00	
=====			
Perry, Desirae	EFT0008992	2025-05-06	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Phone Allowance	2025.05.01	\$50.00	
=====			
Peterson, Chase	EFT0008993	2025-05-06	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Pool - Phone Allowance	2025.05.01	\$25.00	
=====			
Peterson, Jacqui	EFT0008994	2025-05-06	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Phone Allowance	2025.05.01	\$25.00	
=====			
Robbins, Brad	EFT0008995	2025-05-06	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&L - Travel Allowance	2025.05.01	\$150.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Standage, Maddie	EFT0008996	2025-05-06	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Travel Allowance	2025.05.01	\$150.00	
=====			
Stettler Dads Services	EFT0008997	2025-05-06	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Meter Reading	2025-04	\$1,500.00	
=====			
Stormoen, Angela	EFT0008998	2025-05-06	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D - Travel Allowance	2025.05.01	\$175.00	
=====			
Tomkow, Joe	EFT0008999	2025-05-06	\$70.00
Invoice Description	Invoice Number	Invoice Amount	
Shop - Tool Allowance	2025.05.01	\$70.00	
=====			
WTS Manufacturing & Sales Inc.	EFT0009000	2025-05-06	\$3,858.52
Invoice Description	Invoice Number	Invoice Amount	
SRC - Ramps	5098	\$3,858.52	
=====			
Yost, Dustin & Maria Cristine	EFT0009001	2025-05-06	\$2,250.00
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Janitor	2025.05.01	\$2,250.00	
=====			
Total Cheques			\$79,343.23
			=====

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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User ID: Anika

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	77771
Cheque Date	First	Last		77781

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Active Network	77771	2025-05-02	\$1,477.54
Invoice Description	Invoice Number	Invoice Amount	
P&L - Software	42000013036	\$1,007.32	
P&L - Membership Cards	22023801	\$470.22	
Guaranteed Great Baking	77772	2025-05-02	\$3,835.00
Invoice Description	Invoice Number	Invoice Amount	
PR - Trade Show Cupcakes	002.2025	\$3,835.00	
John Brooks	77773	2025-05-02	\$3,077.33
Invoice Description	Invoice Number	Invoice Amount	
WTP - Wilden Pump	26217544	\$1,772.40	
WTP - Wilden Pump	26217918	\$722.84	
WTP - Wilden Pumps	26218881	\$92.63	
WTP - Pump Rebuild	26219931	\$489.46	
Receiver General for Canada	77774	2025-05-02	\$86,407.65
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP09-25	\$61,681.01	
Town Tax Remittance	PP09-25.	\$18,740.21	
BOT Tax Remittance	PP09-25.BOT	\$2,553.76	
Library Tax Remittance	PP09-25.LIBRAR	\$3,432.67	
Snap On Tools	77775	2025-05-02	\$182.70
Invoice Description	Invoice Number	Invoice Amount	
Shop - Filter Wrenches	04112572326	\$182.70	
TC Catering	77776	2025-05-02	\$639.19
Invoice Description	Invoice Number	Invoice Amount	
PR - Admin Day Lunch	5935	\$639.19	
Town of Stettler - Petty Cash	77777	2025-05-02	\$143.00
Invoice Description	Invoice Number	Invoice Amount	
AP - RRSP	2025.04.28	\$143.00	
Town Trophy & Gifts	77778	2025-05-02	\$147.48
Invoice Description	Invoice Number	Invoice Amount	
Office - Name Plates	16145	\$147.48	

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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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Typhoon Steam Cleaning	77779	2025-05-02	\$987.00
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Invoice Description	Invoice Number	Invoice Amount
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Office - Carpet Cleaning	1387	\$987.00
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Van Electric	77780	2025-05-02	\$5,447.40
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Invoice Description	Invoice Number	Invoice Amount
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Sewer - Heating Sign Shed	919	\$1,848.00
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Water - Electrical Washer Part	921	\$800.10
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Water - Lights in Sign Shed	950	\$2,799.30
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Wm E Hay Composite High School	77781	2025-05-02	\$280.00
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Invoice Description	Invoice Number	Invoice Amount
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HBC - Compost Bins	2025-77	\$280.00
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Total Cheques		\$102,624.29
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Town Of Stettler
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	CU GENERAL
Vendor Name	First	Last	Cheque Number	EFT0008941
Cheque Date	First	Last		EFT0008968

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Air Liquide Canada Inc.	EFT0008941	2025-04-29	\$266.79
Invoice Description	Invoice Number	Invoice Amount	
Shop - Welding Gas	78609094	\$266.79	
Bagshaw Electric Ltd.	EFT0008942	2025-04-29	\$3,528.96
Invoice Description	Invoice Number	Invoice Amount	
Arena - Lights for Wall scones	IC063597	\$9.41	
Pool - LED Lights	IC063486	\$57.67	
Pool - Fan Belt	IC063724	\$10.64	
P&L - Outlets in fitness area	W15256	\$997.50	
SRC - Propane	IC064189	\$404.75	
Pool - Repair Parts	W15236	\$1,183.44	
Shop - Washer Timer	W15267	\$865.55	
Black Press Group Ltd.	EFT0008943	2025-04-29	\$966.49
Invoice Description	Invoice Number	Invoice Amount	
P&D - Permit Ads	BPI273680	\$966.49	
Stettler Regional Board of Tra	EFT0008944	2025-04-29	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Day - Heartland Dollars	2977	\$800.00	
Bond-O Security	EFT0008945	2025-04-29	\$67.73
Invoice Description	Invoice Number	Invoice Amount	
Trans - Radio Repair	BOND0IN129674	\$67.73	
Bounty Onsite Inc.	EFT0008946	2025-04-29	\$8,468.22
Invoice Description	Invoice Number	Invoice Amount	
SRC - Janitor Supplies	001-162919	\$914.21	
SRC - Janitor Supplies	001-162958	\$207.69	
Trnas & Water - Saftey Wear	001-163058	\$938.45	
Trans - Snow Fence	001-163212	\$152.36	
Trans & Roads - Cable	001-163336	\$141.75	
WTP - Janitor Supplies	001-162968	\$567.21	
Roads, Trans, Water - Saftey	001-163260	\$661.81	
P&L - Janitor Supplies	001-163125	\$835.50	
P&L - Janitor Supplies	001-163124	\$1,716.44	
Shop - Saftey Glasses	001-163449	\$61.69	
Water - Hi Vis	001-163247	\$315.00	
Water - Saftey Glasses	001-163317	\$43.42	
Water - Summer Gloves	001-163004	\$849.74	
Water - Locate Paint	001-162697	\$75.95	
Water - Insualtion Snake	001-163448	\$56.08	
Water - Wash Brushes	001-162843	\$41.34	
Water - Pipe Wrench	001-163005	\$89.25	
SRC - Janitor Supplies	001-163325	\$705.95	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water - Plug Inlet	001-162940		\$76.13
Water - Rags for Dig Trailer	001-162816		\$18.25
Bunzl Cleaning & Hygiene	EFT0008947	2025-04-29	\$2,558.70
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall - Vacuum	143835		\$2,558.70
Caro Analytical Services	EFT0008948	2025-04-29	\$1,219.58
Invoice Description	Invoice Number	Invoice Amount	
WTP - Water Analysis	IC2507714		\$973.35
WTP - Water Analysis	IC2507420		\$246.23
ClearTech Industries Inc.	EFT0008949	2025-04-29	\$24,205.69
Invoice Description	Invoice Number	Invoice Amount	
WTP - Polydex	INV1155023		\$4,654.57
WTP - Sodium Hypochlorite	INV1155726		\$8,486.64
WTP - Captor & Deposits	INV1154902		\$2,484.38
Water - Testing	INV1153427		\$9,000.10
Contact Safety Service Ltd.	EFT0008950	2025-04-29	\$241.50
Invoice Description	Invoice Number	Invoice Amount	
SHop - Light Batteries	16710		\$241.50
Diverse Signs	EFT0008951	2025-04-29	\$616.99
Invoice Description	Invoice Number	Invoice Amount	
Shop - Lock out Tags	12347		\$280.94
Shop - Equipment Decals	12368		\$336.05
E360S Environmental 360 Soluti	EFT0008952	2025-04-29	\$13,584.01
Invoice Description	Invoice Number	Invoice Amount	
March Waste & Recycle	1020001-000036		\$21,332.43
Hitch to Headlights	EFT0008953	2025-04-29	\$1,669.50
Invoice Description	Invoice Number	Invoice Amount	
Trans - Seat Unit 86	7081		\$1,669.50
IJD Inspections Ltd.	EFT0008954	2025-04-29	\$3,934.92
Invoice Description	Invoice Number	Invoice Amount	
P&D - Permit Holdbacks	MAR2025		\$3,934.92
Joe Johnson Equipment	EFT0008955	2025-04-29	\$666.97
Invoice Description	Invoice Number	Invoice Amount	
Trans - Air Lift Cylinder	P45976		\$666.97
Klearwater Equipment & Technol	EFT0008956	2025-04-29	\$1,115.10
Invoice Description	Invoice Number	Invoice Amount	
WTP - Bubble Traps	251182	68	\$1,115.10

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Northstar Trucking Ltd.	EFT0008957	2025-04-29	\$11,178.30
=====			
Invoice Description	Invoice Number	Invoice Amount	

Lanes - Gravel	326629	\$10,913.80	
Trans - Rocks	326630	\$264.50	
=====			
Roadway Traffic Products	EFT0008958	2025-04-29	\$18,504.63
=====			
Invoice Description	Invoice Number	Invoice Amount	

Trans - Crosswalk Light	1111	\$8,220.45	
Traffic Lane - Materials	1112	\$10,284.18	
=====			
Stettler Dodge Ltd.	EFT0008959	2025-04-29	\$139.57
=====			
Invoice Description	Invoice Number	Invoice Amount	

Trans - Filters	162001	\$139.57	
=====			
Stettler Equipment Sales & Ren	EFT0008960	2025-04-29	\$210.00
=====			
Invoice Description	Invoice Number	Invoice Amount	

Roads - Broom Bucket	153696	\$210.00	
=====			
Stettler & District Handibus	EFT0008961	2025-04-29	\$309.39
=====			
Invoice Description	Invoice Number	Invoice Amount	

Bus Garage - Utilities	4248	\$309.39	
=====			
Stettler Waste Management	EFT0008962	2025-04-29	\$111,052.50
=====			
Invoice Description	Invoice Number	Invoice Amount	

Landfill - 1st qtr req	SMW0004979	\$111,052.50	
=====			
Tagish Engineering Ltd.	EFT0008963	2025-04-29	\$33,275.38
=====			
Invoice Description	Invoice Number	Invoice Amount	

Engineer Services - Road Rehab	20981	\$11,758.45	
Eng Services - Road Rehab	20982	\$15,763.30	
Highway - Improvments	20979	\$646.38	
Sewer - Lift A&B Rehab	20980	\$1,491.21	
Water - Reservoir Upgrades	20978	\$3,616.04	
=====			
Tomkow, Joe	EFT0008964	2025-04-29	\$15.11
=====			
Invoice Description	Invoice Number	Invoice Amount	

Shop - Paint	2025.04.16	\$15.11	
=====			
Trinus Technologies Inc	EFT0008965	2025-04-29	\$7,588.46
=====			
Invoice Description	Invoice Number	Invoice Amount	

Computer - Software	10256	\$7,239.75	
Computer - Subscription	10319	\$341.25	
Computer - Interest	INTEREST	\$7.46	
=====			
Uptown Office Supply Ltd.	EFT0008966	2025-04-29	\$2,265.98
=====			
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&L - Paper	10740		\$80.77
P&L - Paper	10825		\$41.95
Office - Supplies	10795		\$109.71
Office - Supplies	10840		\$51.16
Office - Paper	10726		\$807.77
Office - Paper	10751		\$735.21
Trans - Binders	10747		\$41.85
Water - Paper	10753		\$161.60
Fire Joint - Supplies	10838		\$53.63
Shop - Supplies	10842		\$45.65
Trans - Supplies	10858		\$136.68

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Vortex Production Services Ltd EFT0008967	2025-04-29	\$22,570.98
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Invoice Description	Invoice Number	Invoice Amount
Sewer - Lift B Station	SPS0235023	\$11,456.18
Shop - monthly Repair	SPS0235024	\$11,114.80

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Wally's Backhoe Services Ltd. EFT0008968	2025-04-29	\$66,150.00
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Invoice Description	Invoice Number	Invoice Amount
Water - Valve Install	2616	\$66,150.00

Total Cheques	\$337,171.45
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**MINUTES OF THE HEARTLAND BEAUTIFICATION COMMITTEE MEETING
April 3, 2025**

Present: Councilor W. Smith, Chairperson G. Fix, L. Philp, L. Norman, J. Peterson, J. Griener, J. Byer, L. Norman, T. Wilson

Call to Order: Chairperson G. Fix called the meeting to order at 12:08pm

1. Additions/Agenda Approval

Moved by T. Wilson that the agenda be approved as presented.

MOTION CARRIED
Unanimous

2. Confirmation of March 6, 2025 HBC Meeting Minutes

Moved by J. Byers that the Minutes from March 6, 2025 Heartland Beautification Committee Meeting be approved as presented.

MOTION CARRIED
Unanimous

3. Statement of Revenues & Expenses

Moved by W. Smith that the March 31, 2025 statement of Revenue and Expenses be approved as presented.

MOTION CARRIED
Unanimous

4. Projects 2025

a) General

Beautification Logo- Communications group to revamp logo to be more in line with Town of Stettler Logo

Trade Show

- Thursday evening J. Griener and G. Fix will set up booth
- Goal is to hand out flyers and talk about the raised beds at the

Community Gardens

b) Green Spaces

Community Gardens

- Get Overackers to come and install garden beds the 3rd or 4th week of April
- To create inclusive community gardens, paving to certain beds would have to be planned when they are doing pathways. Will look into for next season

Community Orchard

- Pollinator gardens webinar is April 6 at 2 pm
- T. Wilson will research appropriate way to go about becoming a "Bee city"
- New trees will be planted by parks staff

Container contest

- Planting will be June 1 and theme will be Edible Gardens

c) Green Actions

Beautify your Business

- Has been in BOT newsletter

Planting Memories

- Planters will stay where they are this year

Water Bottle refill stations

- Signs to be installed this spring

d) Heritage Conservation

- Heritage Photo Wrap

W. Smith Moved to do 2 sides of the Canadian Tire utility box with 2 old drive-in pictures

Seconded: T. Wilson

MOTION CARRIED
Unanimous

e) New Ideas

EV Charging stations discussion: committee felt would be best left for a business to pursue

6. Next Meeting- May 1, 2025

7. Adjournment- 1:07pm

Local Governments' Education Meeting

March 12, 2025

Stettler Community Hall

Attendees:

- Big Valley - Chantelle Janke
- County of Paintearth - Michael Simpson CAO, George Glazier, Stan Schelmeister, Maurice Wiart, Sandy Shipton, Dianne Elliot, Terry Vockeroth
- County of Stettler - Dave Grover, Paul McKay
- Town of Castor - Mayor Richard Elhard, Deputy Mayor Trudy Kilner, Donna Rowland, CAO
- Town of Coronation -
- Town of Stettler - Kim Hymers, Assistant CAO, Sean Nolls, Mayor, Kurt Baker, Councillor, Scott Pfeiffer, Councillor, Wayne Smith, Councillor, Brad Robbins, Director of Parks & Leisure, Gord Lawlor Councillor
- Clearview Public Schools - Scot Leys, Daram Van Oers, Mauricio Reyes, Guy Neitz, Shauna-lee Thomas, Erika Grice, Greg Hayden, John Schofer, Becky Scott, Kim Smyth, Meghan Thomson, Cam Brown, Candice Bussing, Jordan Rhodes, Jason Faber

March 14, 2024 [Minutes](#)

Welcome/Grace/Supper 5:00 pm (*G. Neitz*)

County of Paintearth (COP) has established an Agriculture Grant for Clearview Public School of \$52,000. This annual grant will specifically target Brownfield, Castor and Coronation, to be utilized for Olds College Dual Credit learning, CTS funding and scholarships. COP representatives and Clearview representatives took a photo with a full press release to follow

5:45 pm Clearview Public Schools Update (*S. Leys*)

- Enrollment History (last 10 years)
- Successes & Challenges within Clearview
- Community Initiatives
- Facility Information
- Return Service Bursary idea

6:00pm Municipality Sharing 5:30 pm

- Partnerships and Supports with a Focus on K-12
 - Donations
 - Job Opportunities
 - Scholarships/Bursaries

Big Valley - Tennis court update: the Village and Clearview will be working together to repurpose this space.

COP - Councilor Glazier was at Coronation school and visited with Gr 12 students to learn how to get students more involved within the community (FCSS, Long Term Care to develop a new welcome package.)

Town of Castor - working on an initiative to bring sledge hockey to the community. A new campground will be completed this spring.

TOS - hosted the Curling in January, completed the inclusive playground, spray park rebuild, Culture Days 2025, one event will be held at each school in the Town of Stettler focusing on Indigenous Culture. The Town of Stettler hosted a meeting with Nate Horner and asked about the school renovation in Stettler to keep it a priority for the provincial government. Six new doctors will arrive in Stettler in 2025, working on a housing project, to bring developers to the area.

● 6:40 pm - World Cafe (15 min per table)

1. How can we design a Regional Return Bursary program that effectively attracts, supports, and retains young professionals in our community?

Prompts for Discussion:

- What criteria should be used to select bursary recipients to ensure long-term regional impact?
- What types of careers or industries should we prioritize to meet local workforce needs?
- How can we structure the return-service agreement to be both appealing and enforceable?
- What partnerships (businesses, schools, municipalities) could strengthen the success of this program?

2. How can municipalities collaborate to enhance career pathways for local students?

Prompts for Discussion:

- What partnerships currently exist between schools and local industries?
- How can we align educational programs with regional labour market needs?
- Are there internship, apprenticeship, or mentorship programs that could be expanded?

3. How can we strengthen regional identity to encourage young professionals to return and invest in the community?

Prompts for Discussion:

- What cultural, recreational, or economic factors make our region attractive to young professionals?
- How can we improve networking opportunities between students and local leaders?
- What incentives, beyond financial support, could help encourage recipients to stay in the region after graduation?

● **7:25 pm - Sharing ideas and Action items (G. Neitz)**

- 1. Based on the professional services required (which can be changed annually), teachers, ag professionals, and marketing,
 - How to set it up: Find a successful program run locally (e.g., Stettler needs doctors) and create it.
- Effective Partners - municipalities, industries and businesses collaboration. Share our stories to bring families back.
 - Previous community volunteerism as a criterion.
 - Do not lock in the program choices, and be flexible when changing community needs.
 - Housing Promotions, welcome packages.
 - Consistent communication platforms.
- 2. Board of Trade - suggestion that a Clearview representative attending this monthly meeting would highlight the interaction between schools and businesses.

- Plant the seed that the community wants you back.
- Career Days (CTS) at school, coordinated with the Board of Trade.
- Dual Credit program highlighting.
- Battle River Innovation Centre.
- Mentorship programs within the schools.
- Community enhancement grants, used to attract/retain youth to stay.
- Create a committee to collaborate with these initiatives (like the SRO).
- 3. Embrace what our communities have to offer.
 - Get local leaders into schools, to speak on their industry's behalf or assist in a class
 - Be active with the Board of Trade or Chamber of Commerce.
 - Small town starter kit (welcome kit).
 - Housing at a municipal level is important, and there is a need to focus on development and building permits.
 - Cradle to grave services. What services are lacking in our areas
 - Recreation services.
 - More face time means we are afraid of the unknown.
 - Remove the need to move to a larger center.
- GN- Clearview is open to committing \$10,000 annually.
 - County of Paintearth would also like to join this initiative.
 - Town of Stettler, this is a good opportunity to join a regional collaboration and create an economic corridor.
 - Big Valley will take it back to the council.
 - Invitation to come, create a committee, and make this discussion a reality. (Admin and Council representatives will be initially brought in, then industry partners will be brought in.) There are templates out there to lay the groundwork.

● **7:40 pm - Thanks and dismissal**

● **Meeting adjourned at 8 pm**

Table Notes

Regional Return Bursary & Community Retention Discussion Notes (DRAFT of Rural Return Service Bursary)

Question 1: How can we design a Regional Return Bursary program that effectively attracts, supports, and retains young professionals in our community?

Criteria for Selection:

- Should not be based solely on academics (not just A students—interest matters more).
- Prioritize students who:
 - Have a strong desire to return to the region.
 - Show previous community involvement/volunteerism.
 - Match job demand/availability in the area.

Priority Careers & Industries:

- Agriculture (mechanics, vet services, etc.)
- Healthcare (Physio, OT/PT, Speech & Occupational Therapists, Doctors)
- Education (Certified Teachers)
- Trades (construction, plumbing, electricians, etc.)
- Marketing & Business

Return-Service Agreement:

- Structure agreements based on local workforce needs.
- Target 3rd/4th year students for recruitment.
- Implement service agreements (e.g., repayment if obligations are unmet).
- Consider using existing successful templates from other regions.

Strengthening the Program with Partnerships:

- Municipalities: Castor, Big Valley, Donalda, Paintearth County, Coronation.
- Businesses & Industry Leaders.
- Post-secondary institutions (Lakeland, Olds, Augustana).
- Clearview School Division (promotion through schools, PR, job postings).

Promotion & Communication:

- Use self-promotion strategies—"sell what we've got!"
- Community promotion packages (welcome packages, resources, services, opportunities).
- Clear, reliable, and consistent messaging (target students where they are—online, in schools).
- Tell our stories effectively to highlight community benefits.

Question 2: How can municipalities collaborate to enhance career pathways for local students?

Current & Potential Partnerships:

- Existing Board of Trade relationships.
- Career Days (CTS professionals, business speakers).
- Dual credit opportunities (apprenticeships, post-secondary introductions).
- Work experience & mentorship programs.
- Community enhancement grants.
- Local issue development projects.
- RAP/Work experience expansion.

Aligning Education & Labour Market Needs:

- Adult learning centers (LPN, Health Care Aide, business training).
- Identifying career gaps and matching students with emerging opportunities.
- Summer jobs connected to bursary recipients.
- Housing affordability incentives for young professionals.
- Clear career marketing to both students and adults.

Additional Strategies:

- Municipal tax incentives for businesses offering youth employment.
- Regular job fairs and networking events.
- Monthly industry meetings with education and business leaders.
- Promoting the message: "Your Community Wants You Back!" – Plant a seed early.

Question 3: How can we strengthen regional identity to encourage young professionals to return and invest in the community?

Attractive Cultural, Recreational, and Economic Factors:

- Affordable housing & cost of living.
- Safe schools and recreation spaces.
- Hunting, outdoor activities, and community-centered events.
- A strong sense of community (support networks, 4-H, family connections).
- "Cradle-to-grave" services to ensure quality of life.

Enhancing Networking Opportunities:

- More face time between students and local leaders.
- Industry partnerships for career development.
- Government involvement to integrate local economic needs into the curriculum.
- Special interest groups to keep young professionals engaged.

Incentives for Retention Beyond Financial Support:

- "Small Town Starter Kit" (housing, internet, business grants).
- Encouraging businesses to provide flexible work arrangements.

- Providing clear career progression opportunities.
- Branding efforts: "Come Be Somebody" or "You Found Your Place"

Final Thought:

- Remove the need to move to larger centers by bringing city perks/opportunities to rural areas.
- Build around primary industries (agriculture, energy, trades) to sustain long-term economic growth.



PRLS Board Meeting Minutes

February 27, 2025

The regular meeting of the Parkland Regional Library System Board was called to order at 10:02 a.m. on Thursday February 27, 2025 in the Small Board Room, Lacombe.

Present: Barb Gilliat, Gord Lawlor, Ray Reckseidler

Present via Zoom: Jackie Almberg, Delijiah Antaloczy, Paul Ashfield, Alison Barker-Jevne, Jul Bissell, Laureen Clark-Rennie, Deb Coombes, Edna Coulter, Teresa Cunningham, Todd Dalke, Jeff Eckstrand, Sarah Fahey, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Twyla Hale, Kathy Hall, Dana Kreil, Stephen Levy, Bryce Liddle, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Cheryl Dezall, (alt. Joy-Anne Murphy), Jordon Northcott, Jacquie Palm-Fraser, Paul Patterson, Shawn Peach, Leonard Phillips, Dianne Roth, Sandy Shipton, Les Stulberg, Harvey Walsh, Carlene Wetthuhn, Bill Windsor, Janice Wing

Guests: Malcolm Boyd

With Regrets: Joy-Anne Murphy, Jackie Northey, Shawn Peach

Absent: Derald Anderson, Wayne Clark, Cal David, Les Fee, Tim Field, Pam Hansen, Cody Hillmer, Cody Johnson, Darryl Motley, Jas Payne, Naomi Tercier, Shannon Wilcox

Staff: Kara Hamilton, Patty Morrison, Paige Mueller, Andrea Newland, Ron Sheppard, Tim Spark, Donna Williams

Call to Order

Meeting called to order at 10:02 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting.

As part of PRLS' legislative compliance procedures, board members who send regrets are excused at the beginning of each meeting.

Motion by Gord Lawlor to excuse Joy-Anne Murphy, Jackie Northey, and Shawn Peach from attendance at the board meeting on February 27, 2025 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 1/2025

Twyla Hale entered the meeting at 10:05 a.m.



Agenda

1.1.2 Adoption of the Agenda

Gilliat asked if there were any additions or deletions to the agenda. There were none.

Motion by Stephen Levy to accept the agenda as presented.

CARRIED

PRLS 2/2025

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the November 14, 2024 minutes. Paul Ashford stated that he was present at the November meeting.

Motion by Ray Reckseidler to approve the minutes of the November 14, 2024 meeting as amended.

CARRIED

PRLS 3/2025

1.3. Business arising from the minutes of the November 14, 2024 meeting

Gilliat asked if there was any business arising from the minutes. There was none.

2. Business Arising from the Consent Agenda

Gilliat asked if there was any business arising from the consent agenda. There was none.

Motion by Deb Coombes to approve the consent agenda as presented.

CARRIED

PRLS 4/2025

3.1 Vacant Seats on the Executive Committee

Sheppard reviewed. At the November organizational board meeting, two seats on Parkland's Executive Committee were not filled. Those seats were for Areas 7 and 8. After sending out invitations to PRL board members for Areas 7 and 8, staff found three volunteers, Dana Kreil of Lacombe County for Area 7, Les Stulberg from the County of Stetter, and Elaine Fossen from Village of Forestburg both for area 8. Stephen Levy from the Village of Sedgewick also volunteered. Since there were three volunteers for area 8, the collective membership from area 8 held a discussion in a Zoom breakout room. They chose Les Stulberg to be their representative on the Executive Committee. Dana Kreil was appointed for area 7.

Motion by Carlene Wetthuhn to appoint Dana Kreil and Les Stulberg to Parkland's Executive Committee.

CARRIED

PRLS 5/2025

Dwayne Fulton entered the meeting at 10:20 a.m.



3.2 2024 in Review – Approval of the 2024 Annual Report

Sheppard reviewed some of the highlights from the 2024 annual report.

IT Accomplishments:

- Migrated 527 computers from Windows 10 to Windows 11.
- Replaced 144 desktop and 20 laptop computers throughout the region.
- Replaced 16 monitors along with several other peripheral items throughout the region.
- Replaced one physical service at the Parkland Regional Library System (PRLS) office.
- Migrated several servers to the latest version of the Windows Server operating system.
- Migrated the PRLS Support site and equipment booking software to a new Linux operating system.
- Continued development of the website to further enhance it for library patrons throughout the region.
- Assisted the Edberg Municipal Library with their move. Facilitated their SuperNet move and re-configured the network and equipment at their new facility.
- Continued to maintain existing infrastructure for technologies such as; wireless, firewalls, network switches, servers, storage, desktops, laptops, etc.

Finance & Operations Accomplishments:

- Finance staff ordered and processed 26,155 new library materials at a cost of \$525,526
- In 2024 the van drivers made 3,120 library deliveries driving 182,250 kilometers
- The number of bins moved around the system on vans was 32,028
- The operations staff sent and received approximately 1,098 ILL items weekly through the government courier system.

Marketing

Parkland conducted several large-scale marketing campaigns in 2024. We had an extensive internal awareness campaign to increase our members' awareness of PRLS services. Additionally, we collected stories from patrons for our "Because of the Library" campaign. These stories were turned into graphics that were then shared widely through our own channels but also through a paid advertising partnership with Black Press Media. As part of this partnership, Parkland ran a two-month long digital ad campaign that included targeted ads, promotional news stories and print ads for eight member libraries in their local newspapers. The marketing department also facilitated our yearly contests (Library Card Sign Up Season and the Golden Ticket Contest) which were a huge success this year. The Amisk library won a state-of-the-art virtual reality headset and received training on how to use it for their community. Finally, the marketing team continued to support member libraries with a variety of marketing campaigns, content creation and training.



Advocacy

In 2024 Parkland helped galvanize the willingness of the regional systems into focusing on three advocacy goals. Those goals are:

1. Future of Public Library Board Operating Grant Funding Structure for Intermunicipal Library Boards – A proposal for adjustments to the funding model to support intermunicipal
2. cooperation, allowing consolidated boards to remain financially viable while streamlining governance structures.
3. Future of Alberta Library SuperNet – A call to reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.
4. Strengthening Library Services through Sustainable Funding – A suggestion for establishing a predictable funding model that reflects population growth and inflation, enabling libraries to continue meeting the expanding needs of their communities.

Other activities included developing training documents. Some very good documents were also created for use during MLA visits which could be used by all seven of the systems. Parkland's visits have met with some success; however, it has proven to be a challenge to obtain visits with our MLAs.

Parkland participated with the other six library systems in a province-wide omnibus survey which sought to measure public support for library service. Results from the survey indicated that 81% of Albertans agree that there is value in public libraries as free spaces to read, learn, have fun, and access the internet, and that 70% of Albertans agree that convenient access to their public library in person or online is important to them.

Library Services Achievements

In 2024, the Library Services Department conducted 1,445 virtual and phone consulting sessions, including 69 onsite library visits. We offered 27 various training events and 16 virtual/in-person meetings. We had a total of over 660 participants. Our biggest event was the relaunching of the Parkland Conference in September 2024. It was very well attended and participants enjoyed getting together, in-person, with Parkland staff, member library staff and board members. Planning is already underway for the 2025 Parkland Conference.

At the library service point in Maskwacis, numerous changes occurred since the beginning of their fiscal year on April 1, 2024. An additional staff member was hired, providing the opportunity for the library to diversify and begin offering in-house and outreach programming to the community. Staff have been visiting schools and all four Nations and promoting the services available through the library. We were also able to replace all the flooring within the library. This made a tremendous impact to the overall beautification of the space. We are, however, still advocating for a new library space that would better serve the needs of the community.



Motion by Teresa Cunningham to approve the Parkland Regional Library System's 2025 Public Library Survey and 2024 Annual Report as presented.

CARRIED

PRLS 6/2025

3.3 Approval of the 2024 Outlet Annual Reports

Sheppard reviewed the 2024 outlet annual reports for Brownfield Community Library, Nordegg Public Library, Spruce View Community Library, and Water Valley Public Library. These are the four library service points for which the Parkland Board is the governing board. Under the Alberta Libraries Act, the PRLS Board must approve the annual reports for these service points.

In addition to reviewing their annual reports, Sheppard commented on the future of outlet libraries. On January 16th and again on February 13th, Parkland's Director attended a Zoom meeting hosted by the Public Library Services Branch at Municipal Affairs. The purpose of the meeting was to discuss whether allowing library systems to be the "board of record" for library service points was to continue. This meeting was a follow-up meeting from one held on November 20th last year. As yet no decisions have been made by the government. It was made clear at the meeting that should systems no longer be allowed to be the governing board for library service points, it could be years before any change occurs.

Motion by Janice Wing to approve the annual reports for Brownfield Community Library, Nordegg Public Library, Spruce View Community Library, and Water Valley Public Library as presented.

CARRIED

PRLS 7/2025

3.4 Advocacy Committee Terms of Reference

Sheppard reviewed. At the November board meeting, the group discussed how to increase the effectiveness of the Advocacy Committee. Based on feedback received at the December Executive Committee meeting, the Terms of Reference for the Advocacy Committee were modified.

The most significant changes were that board members who volunteer for the committee are expected to commit to actively engage in advocacy work. This may include, but not be limited to;

- Meeting MLAs
- Visiting municipal councils
- Providing training/mentorship to member library boards



At the last Executive Committee meeting, Yellowhead Regional Library's (YRL) continued attendance in Parkland Advocacy Committee meetings was also discussed. It was decided that they would attend on an "as needed" basis when collective advocacy action was required.

Motion by Ray Reckseidler to approve the Advocacy Committee Terms of Reference as amended.

CARRIED
PRLS 8/2025

3.5 Election of the Advocacy Committee

Sheppard reviewed. Board volunteers who sit on the Advocacy Committee will be reimbursed for participating in meetings. In accordance with PRLS policy, trustees will receive \$100 per half-day of honorarium for attending meetings and mileage reimbursement at a rate of \$0.550 per km. for those who choose to attend meetings in person.

Meeting dates will be set at the discretion of the Advocacy Committee, but are generally on the afternoons of the Executive Committee meetings from 1:00 p.m. to 4:00 p.m. The next meeting of the Advocacy Committee will be on March 27th at 1:00 p.m. The tentative, regular meeting dates for 2025 will be set at the March meeting.

After approving the new Advocacy Committee terms of reference, past Advocacy Committee Chair Gord Lawlor asked for up to six volunteers to sit on the Advocacy Committee. Gord Lawlor, Sarah Fahey, Ray Reckseidler, Todd Dalke, Stephen Levy, and Barb Gilliat volunteered.

Motion by Kathy Hall to appoint Gord Lawlor, Sarah Fahey, Ray Reckseidler, Todd Dalke, Stephen Levy, and Barb Gilliat to the Advocacy Committee.

CARRIED
PRLS 9/2025

3.6 Budget Summary Report

Bill Windsor entered the meeting at 11:04 a.m.

Sheppard reviewed. This is the third year Parkland has produced such a report. Originally, the report was designed to identify the cost for public library service throughout the Parkland region. The current version has been much simplified. Given the many variances in the way libraries calculate their income and expenditures, it is hoped the new format for the report will be easier to understand.

Based on the information provided by member libraries, 35% deficit budgeted in 2024.

The Executive Committee reviewed this document at their January meeting and did not recommend any changes, and the board offered no suggested changes.



Motion by Gord Lawlor to receive for information.

CARRIED
PRLS 10/2025

3.7 Parkland's Auditor 2025-2027

Sheppard reviewed. The 2024 audit concludes Parkland's current three-year contract for audit services with MNP.

Parkland staff have been very happy with MNP's audit services. They have been Parkland's auditor since 2019. Staff did not recommend switching auditors or engaging in a request for proposal to seek alternate audit services. Parkland's two staff, who are primarily responsible for financial management, are retiring in 2025. Switching auditors would create significant unnecessary upheaval. Moreover, staff at MNP will likely be providing training and support for Parkland's new finance staff.

MNP's cost increase is marginal. At their December 12th meeting, the Executive Committee endorsed continuing to use MNP as Parkland's auditors and accept the fees for 2025-2027.

For the 2024 audit year, the Executive Committee reviewed MNP's audit plan and approved it at their December meeting. The auditors were at Parkland on February 3rd and 4th when they completed their on-site work. The audit will be presented to the board in May for review.

Motion by Carlene Wetthuhn to receive for information.

CARRIED
PRLS 11/2025

3.8 Woodworker's Guild Joint Project

Sheppard reviewed. Late last year, Parkland entered into a partnership with the Central Alberta Woodworker's Guild (CAWG), a volunteer organization, to produce a variety of puzzle kits for programming in public libraries. These kits are intended to provide children with a way to develop their manual dexterity. The kits are equally useful for seniors or those experiencing cognitive decline who wish to improve their motor, nervous, or hand-eye coordination skills. The kits are also perfect for multi-generational programming.

In an attempt to be responsible conservators, these kits were produced at low cost with repurposed oak from unwanted church pews. The puzzles and kits can be assembled and disassembled over and over again, allowing for years of use.

An event to introduce the kits, to which the press and members of CAWG will be invited, is planned for March 21st at the Servus Credit Union Public Library in Blackfalds.

Motion by Deb Coombes to receive for information.

CARRIED
PRLS 12/2025



3.9 Staff Engagement Survey

Sheppard reviewed. The Executive Committee mandated that a staff engagement survey be developed. The draft survey was reviewed by the Executive Committee at their October 17th meeting and was disseminated to staff in November.

Overall, the response rate was good and the survey results are positive. However, Parkland management are discussing how to best address the few areas where improvement could be made.

In December, Board Chair Barb Gilliat emailed to acknowledge that the Executive Committee received and reviewed the survey.

Motion by Harvey Walsh to receive for information.

CARRIED
PRLS 13/2025

3.10 Staff Recognition

Sheppard reviewed. According to PRLS's Human Resource Manual, employees will be recognized with a monetary reward for long service with Parkland Regional Library System.

In addition to a pin indicating the number of years of service, a monetary award is provided to staff. For 2025, long service award recipients were:

Janelle Johnson – 5 years
Russell Adams – 10 years
Steven Dobrowolski – 10 years
Ron Sheppard – 20 years
Sandie Bilk – 20 years
Alida Burnard – 20 years

Motion by Laureen Clarke-Rennie to receive for information.

CARRIED
PRLS 14/2025

3.11. Updates

3.11.1. Director's Report

3.11.2. Library Services Report

3.11.3. IT Report

3.11.4. Finance & Operations Report

Sheppard asked if there were any questions regarding the Director's Report, Library Services Report, IT Report, or the Finance and Operations Report. There were none.



Motion by Paul Patterson to receive the Director's, Library Services, IT, and Finance & Operations Reports for information.

CARRIED
PRLS 15/2025

3.12. **Parkland Community Update**

Hardisty Public Library has a new library manager; Heidi Dayot was promoted from assistant manager to library manager. Many thanks to Consultant Olya Korolchuk for all her help.

Innisfail Public Library 20% of schoolchildren in the town are being homeschooled since COVID, and many of them hang out at the library as their home base. The library offers various programming for the homeschoolers.

They also promote library memberships for members at the Bowden Penitentiary, organizing pick up and drop offs to inmates.

Delijiah Antaloczy, Deb Coombes, Edna Coulter, Jacquie Palm-Fraser, and Paul Patterson left the meeting at 11:42 a.m.

The **Penhold & District Public Library** would like to talk to other nearby municipalities about advocacy to their school districts.

Delburne Municipal Library has a new library manager, which allows them to be open for more hours. They have also set up six book bins around the community.

Motion by Dana Kreil to accept the Parkland Community Update for information.

CARRIED
PRLS 16/2025

4. **Adjournment**

Motion by Ray Reckseidler to adjourn the meeting at 11:47 a.m.

CARRIED
PRLS 17/2025

Chair



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

FEBRUARY 27, 2025

Vacant Seats on the Executive Committee

At the November organizational board meeting, seats 7 and 8 on Parkland's Executive Committee were not filled. After sending out invitations to PRLS board members for Areas 7 and 8, staff found three volunteers, Dana Kreil of Lacombe County for Area 7, Les Stulberg from the County of Stetter, and Elaine Fossen from Village of Forestburg both for area 8. Stephen Levy from the Village of Sedgewick also volunteered. Les Stulberg was appointed for seat 8, and Danna Kreil was appointed for seat 7.

Parkland Annual Report

Each year Parkland is required to submit an annual report to the Public Library Services Branch (PLSB) at Municipal Affairs.

An annual report infographic with highlights from 2024 will be prepared and distributed to member municipalities in the coming weeks.

Outlet Annual Reports

The Parkland Board is the governing board for four library service points. They are:

Brownfield Community Library – County of Paintearth

Nordegg Public Library – Clearwater County

Spruce View Community Library – Red Deer County

Water Valley Public Library – Mountain View County

Highlights from their annual reports are included below:

Nordegg Public Library Accomplishments

Maintained a great set of dedicated volunteers through our new year in our new space, provided by our Clearwater County in the beautiful updated Discovery Center. We added a new shelf unit to accommodate the collections comfortably, not stuffed. Had a good weeding session and an in-depth inventory was completed. Parkland came out to offer our volunteer staff some technology training, which was very well received! We also ran a few small community programs; held an initial author reading and community groups utilized our library space. We are absolutely loving our one-year-old library premises. Proud to be part of the library systems in Alberta. Literacy for all!

Spruce View Community Library Accomplishments

This past year we partnered with Red Deer County to bring programs to the community library. They have been very well attended and hope to bring many more. Our early literacy program is very well attended and we partnered up with the Family Resource Network to bring these programs to the library.

Water Valley Public Library Accomplishments

I am really happy that the library got a much-needed mini renovation this year. The new bookshelves are much more appropriate for the space and they have slightly increased the space we have for books. Our young adult programming is mostly used by our local homeschool community and we are really happy to provide space for this growing group of people in our community.

On January 16th and again on February 13th, Parkland's Director attended a Zoom meeting hosted by the Public Library Services Branch at Municipal Affairs. The purpose of the meeting was to discuss whether allowing library systems to be the "board of record" for library service points was to continue. This meeting was a follow-up meeting from one held on November 20th last year. As yet no decisions have been made by the government. It was made clear at the meeting that should systems no longer be the allowed to be the governing board for library service points, it could be years before any change occurs.

Advocacy Committee Report

Parkland's Advocacy Committee has a revised Terms of Reference and a new focus for 2025. In an effort to increase the effectiveness of the Advocacy Committee, the number of committee members was changed from

10 members to six, and members will be expected to perform advocacy activity including meeting with MLA's, visiting municipal councils and providing training/mentorship to member library boards. Volunteers appointed include Board Chair Barb Gilliat, Gord Lawlor, Sarah Fahey, Ray Reckseidler, Todd Dalke, and Stephen Levy.

Parkland's Auditor 2025-2027

The 2024 audit concludes Parkland's current three-year contract for audit services with MNP.

Parkland staff have been very happy with MNP's audit services since they started working with us in 2019. Staff did not recommend switching auditors or engaging in a request for proposal to seek alternate audit services as Parkland's two finance staff, are retiring in 2025.

The 2024 Parkland audit will be presented to the board in May.

Woodworker's Guild Joint Project

Late last year, Parkland entered into a partnership with the Central Alberta Woodworker's Guild (CAWG), a volunteer organization, to produce a variety of puzzle kits for programming in public libraries. These kits are intended to provide children with a way to develop their manual dexterity. The kits are equally useful for seniors or those experiencing cognitive decline who wish to improve their motor, nervous, or hand-eye coordination skills. The kits are also perfect for multi-generational programming.

In an attempt to be responsible conservators, these kits were produced at low cost with repurposed oak from unwanted church pews. The puzzles and kits can be assembled and disassembled over and over again, allowing for years of use.

An event to introduce the kits, to which the press and members of CAWG will be invited, is planned for March 21st at the Servus Credit Union Public Library in Blackfalds. All are welcome!

Committee News from Trustees

Hardisty Public Library has a new library manager; Heidi Dayot was promoted from assistant manager to library manager. Many thanks to Consultant Olya Korolchuk for all her help.

Innisfail Public Library is promoting their library service to the Bowden Penitentiary. They also have 20% of

schoolchildren in the town being homeschooled since COVID, and many of them hang out at the library as their home base. The library offers various programming for the homeschoolers.

They also promote library memberships for members at the Bowden Penitentiary, organizing pick up and drop offs to inmates.

The **Penhold & District Public Library** would like to talk to other nearby municipalities about advocacy to their school districts.

Delburne Municipal Library has a new librarian, which allows them to be open for more hours. They have also set up six book bins around the community.

Board Members Present

Barb Gilliat (Board Chair), Gord Lawlor, Ray Reckseidler, **(Zoom)** Jackie Almborg, Delijah Antaloczy, Paul Ashfield, Alison Barker-Jevne, Jul Bissell, Laureen Clark-Rennie, Deb Coombes, Edna Coulter, Teresa Cunningham, Todd Dalke, Jeff Eckstrand, Sarah Fahey, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Twyla Hale, Kathy Hall, Dana Kreil, Stephen Levy, Bryce Liddle, Julie Maplethorpe, Philip Massier, Ricci Matthews, Marc Mousseau, Cheryl Dezall, (alt. Joy-Anne Murphy), Jordon Northcott, Jacquie Palm-Fraser, Paul Patterson, Shawn Peach, Leonard Phillips, Dianne Roth, Sandy Shipton, Les Stulberg, Harvey Walsh, Carlene Wetthuhn, Bill Windsor, Janice Wing

Regrets

Joy-Anne Murphy, Jackie Northey, Shawn Peach

Absent

Derald Anderson, Wayne Clark, Cal David, Les Fee, Tim Field, Pam Hansen, Cody Hillmer, Cody Johnson, Darryl Motley, Jas Payne, Naomi Tercier, Shannon Wilcox

Guests

Malcolm Boyd

Next Meeting: May 15, 2025 (Zoom)

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.

BYLAW 2187-25

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF STETTLER IN THE PROVINCE OF ALBERTA FOR THE 2025 TAXATION YEAR.

WHEREAS, the Town of Stettler has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council Meeting held on May 6, 2025; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Stettler for 2025 total \$22,133,078; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$13,008,728 and the balance of \$10,203,153 is to be raised by general municipal taxation; and

WHEREAS, the requisitions are;

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$1,515,087.84
Non-Residential	1,010,212.92
East Central Alberta Catholic Separate School Regional Division No. 16 (CSSRD)	
Residential/Farmland	118,555.08
Non-Residential	<u>66,342.68</u>
Total School Requisitions	\$2,710,198.52
Senior Foundation	373,484.00
Designated Industrial Property (DIP)	1000.14; and

WHEREAS, the Council of the Town of Stettler is required each year to levy on the assessed value of all property, tax (mill) rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, or repealed and replaced from time to time; and

WHEREAS, the assessed value of all property in the Town of Stettler as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farmland	\$630,785,020
Non-Residential	252,967,360
Designated Industrial Properties	13,641,700
GIPOt	<u>3,370,300</u>
Total	<u>\$900,764,380</u>

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Stettler, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Stettler:

	Tax Levy	Assessment	Tax (Mill) Rate
General Municipal – Farmland/Residential	4,475,698	630,785,020	7.0954
General Municipal – Non-Residential	2,642,773	269,979,360	9.7888
ASFF			
Residential/Farmland	1,515,087.84	584,990,028	2.5899
Non-Residential	1,010,212.92	251,102,161	4.0380
CSSRD			
Residential/Farmland	118,555.08	45,794,992	2.5899
Non-Residential	66,342.68	15,506,899	4.0380
Seniors Foundation	373,484	897,394,080	0.4162
Designated Industrial Properties (DIP)	1,000.14	13,641,700	0.0733

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this 6th day of May, A.D. 2025.

READ a second time this 6th day of May, A.D. 2025.

READ a third time and finally passed this 6th day of May, A.D. 2025.

Mayor

Assistant Chief Administrative Officer

April 22, 2025

Town of Stettler
4840-50th Street
PO Box 280
Stettler, AB T0C 2L0

RE: Electrical Distribution System – 2024 Franchise Report

Dear Leann Graham,

ATCO Electric is pleased to present this annual franchise report for the Town of Stettler.

We've been serving the Town of Stettler since 1928 and are committed to a strong working relationship with the communities in which we live, work, and volunteer.

The information in this report will bring you up to date on our financial commitment to the Town of Stettler, reliability statistics, system development, customer satisfaction, and the contributions we, as a company, have had the privilege to make to the community.

Additionally, ATCO recognizes the heightened risk that comes with increasingly unpredictable and extreme weather. We are proactively addressing these risks and targeting our work to mitigate the effects of extreme weather. We are committed to ensuring our networks remain safe, reliable, and resilient to climate impacts and we are working to ensure we adapt to increasingly extreme weather events to maintain the reliability of our assets and the services we provide to our communities. Please refer to the information sheet included with your franchise report to learn more about how ATCO is working to proactively mitigate the risks associated with extreme weather and wildfire.

As always, ATCO Electric is happy to answer any questions you may have about this report or any of the details within it. Please feel free to contact me at (403) 741-4792.

Sincerely,

Tracy Volker

Customer Support Representative
ATCO Electric
Tracy.volker@atco.com
(403) 741-4792

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

ATCO

The Town of Stettler

Serving 4,023 Customer Sites in the Town of Stettler

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

Customer Breakdown

Rate Class	2023 Number of Sites	2024 Number of Sites
Company Farm	5	5
General Service	476	474
Industrial	50	49
Oilfield	2	2
Residential	2,554	2,558
Sentinel Lights	64	71
Street Lights	854	864
Total Number of Sites	4,005	4,023

Franchise Fee and Taxes

	2024 Actual	2025 Forecast
Wires Distribution Revenue	\$7,328,263	\$7,464,569
Franchise Fee %	@ 11.1%	@ 11.1%
Franchise Fee on Revenue	\$813,406	\$828,567
Distribution Linear Taxes	\$75,701	\$80,820
Total Estimated Fee + Tax	\$889,107	\$909,387

Based on 2024 actual revenue, a franchise fee increase of 1% would increase fee payments by \$73,282 per year.

System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (*SAIDI/SAIFI definitions under Supporting Information)

Outages	2023	2024
*SAIFI (Feeder Average)	1.5	0.1
*SAIDI (Feeder Average)	10.8	0.2
ATCO Electric (System Average) SAIFI (Major Events Included)	1.8	1.7
ATCO Electric (System Average) SAIDI (Major Events Included)	12.2	5.6

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

ATCO

Distribution Asset Maintenance Programs

Completed in 2023	Completed in 2024	Proposed for 2025
<ul style="list-style-type: none"> Distribution System Inspections 	<ul style="list-style-type: none"> Distribution System Inspections Forestry Planning and Consent Forestry Mechanical 	<ul style="list-style-type: none"> Distribution System Inspections Forestry Patrol and Consent Streetlight Davit Painting

Street Lights

Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
High Pressure Sodium	20	641
LED	80	137
Total	100	778

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. **In 2024, our people raised \$2.5 million.**

ATCO Employees in your community have participated and contributed to the following initiatives:

Donations	In-Kind Support	Events
<ul style="list-style-type: none"> Bottles for Stettler Lacross 	<ul style="list-style-type: none"> Participation in: Food Bank Drive Delivery of Christmas Hampers 	<ul style="list-style-type: none"> Barbeque Trailer for Community Event Canopies for Community Events Moonlight Madness BBQ Festival of Lights Pancake Breakfast

YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

The ATCO logo is displayed in a large, bold, white sans-serif font. A thick yellow horizontal line is positioned directly beneath the letters 'ATCO'.

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2024 can be found at: https://www.auc.ab.ca/regulatory_documents/service-quality-and-reliability-plans
- No customer complaints were received by the Alberta Utilities Commission for the Town of Stettler
- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer's power is interrupted.

Active outage information can be found at: <https://electric.atco.com/en-ca/power-outages/outage-map.html>.

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.

More detailed information available upon request.

Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

Tracy Volker
Customer Support Representative
ATCO Electric
(403) 741-4792
Tracy.Volker@atco.com

Colleen Crowie
Operations Services Supervisor
ATCO Electric
(403) 321-7169
Colleen.Crowie@atco.com

ATCO Electric's Climate Adaptation and Reliability Initiatives

Why ATCO Electric Is Taking Action



ATCO

Overview

Energy providers worldwide face increasing risks due to extreme weather events. The unprecedented wildfires in 2023 and the February 2024 cold stint in Alberta served as stark reminders. But the risks extend beyond these isolated incidents. Extreme heatwaves, intense storms, and prolonged droughts threaten our communities and assets.

ATCO recognizes the heightened risk that comes with the increasingly unpredictable and extreme weather we have been experiencing.

ATCO Electric is proactively addressing these risks and targeting our work to mitigate the effects of extreme weather. We are committed to ensuring our networks remain safe, reliable and resilient to climate impacts.

Our dedicated Climate Adaptation and Reliability team is working to ensure we adapt to increasingly extreme weather events to maintain the reliability of our assets and the services we provide to our communities.

We are investigating new and innovative tools and technologies that enable us to:

- monitor and assess weather and prepare for extreme weather,
- detect weaknesses in our system so we can address them prior to weather events,
- prepare for and manage weather-related emergencies and other types of emergencies that may put our ability to serve our customers at risk,
- continue to look for ways to improve the resilience of our assets and the reliability of the services we provide.

Practical Strategies Implemented



Trim Site Program: Regular vegetation management to prevent overgrowth near power lines.



Line Condition Monitoring: Using new technology to continuously assess power lines to detect weaknesses.



Fire Mesh Program: Deploying fire-resistant materials around critical infrastructure.



Geospatial Asset Identification: Identifying aging assets for targeted upgrades.



AI Early Wildfire Detection: Using artificial intelligence to detect wildfires promptly.



Vegetation Management: Clearing vegetation along power corridors.



Right of Way Widening: Expanding safe zones around power lines.



Incident Command System: Preparedness for weather-related emergencies.



Supply Chain Improvements: Proactive measures to secure critical components.



Critical Asset Replacements: Upgrading vulnerable infrastructure.



Undergrounding Lines: Burying power lines in critical areas.

Engaging with Stakeholders

We have a dedicated stakeholder engagement team that is committed to communicating with our stakeholders and partners about our climate adaptation and reliability plans, learning about our stakeholders' priorities and concerns, and identifying areas where we can work together.



Contact Information

Your feedback is important to us. Please contact us if you would like to learn more about this project.

Email: CAR.Engagement@atco.com

[ATCO.com](https://www.atco.com)

ATCO



Box 119
Stettler, AB T0C 2L0
Phone (403) 740-1572
Fax (587) 854 - 3176
Website: www.whitesandsab.ca
Email: cao@whitesandsab.ca

April 14, 2025

Mayor Sean Nolls
Town of Stettler
Box 280, 5031 – 50 Street
Stettler, AB T0C 2L0

Reve Larry Clarke
County of Stettler
Box 1270, 6602 – 44 Ave
Stettler, AB
T0C 2L0

Dear Mayor Nolls & Reeve Clarke,

RE: Doctor Recruitment Funding Initiative

Thank you for your recent correspondence and invitation to participate in the doctor recruitment funding initiative.

Please be advised that Council, at its regular meeting, passed the following motion:

"Moved by Councillor Zembal to decline the invitation to participate in the doctor recruitment funding initiative but to encourage residents to support the following groups: *Stettler Needs Doctors* and the *Stettler Health Services Foundation*."

While the municipality will not be participating in the funding initiative directly, we recognize the importance of supporting health care in our community. As such, we will include information in our next municipal newsletter encouraging residents to consider donating to the above-noted organizations.

We sincerely appreciate the efforts of all groups working toward the improvement of local health services and wish you continued success in your initiatives.

Sincerely,

Lorne Thurston
Mayor
Summer Village of White Sands

CC: County of Stettler Council, Town of Stettler Council



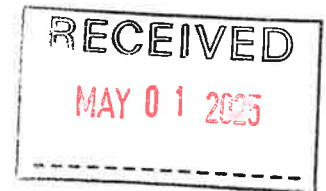
STETTLER & DISTRICT HANDIBUS SOCIETY

P.O. BOX 2097
4720 - 50 STREET
STETTLER, AB, T0C 2L0
Phone: 403-742-5858
Fax: 403-742-1391

Stettler and District Family and
Community Support Services
Box 2097
Stettler, AB T0C 2L0

County of Stettler No. 6
Box 1270
Stettler, AB T0C 2L0

Town of Stettler
Box 280
Stettler, AB T0C 2L0



Dear Ms. Parkin,

I am writing in response to your letter dated April 15, 2025. I am very sorry that we were unable to accommodate you the day of your appointment. Unfortunately, we do book up very fast some days and we try to accommodate as many people as possible, but we do have to consider time restraints for our driver and other passengers that have prebooked.

We do have three Dialysis patients that use our service to and from Dialysis every Monday, Wednesday and Friday. It is not so much that they take precedence over other clients, but they have a standing prebooked appointment with us and cannot be late for their treatment. They need to be there at 12:00 pm sharp.

The Handibus does not run from 12 noon – 1 pm as our driver needs time off for his lunch break. We have looked at options to start later or end earlier and work through lunch, but due to a wheelchair client needing early morning pick up for work, and the Dialysis patients not getting done until 4:30 or later, we cannot accommodate that.

On the Wednesday you had called to book for, we were almost completely booked for the morning and afternoon. We do get a lot of bookings ahead of times, sometimes as far as a month in advance.

We could have picked you up at 10:30 am on that day as it was the only time available before noon. The problem was in being able to ensure you would have a ride back home after your appointment at 1:15 as we were fully booked in the afternoon.

We do advise anyone that has an appointment to call as soon as it is booked, even if it is a month in advance. We cannot always accommodate everyone, especially on one- or two-days' notice. Also, as 1:00 - 1:30 is a very popular time, we recommend avoiding appointments in this time frame. Wednesdays are by far our busiest days as we have several prebooked weekly clients on that day. If you have to have an appointment on a Wednesday, please call ahead of time to discuss availability.

Again, I am very sorry that we could not help you get to your appointment that day. If you have any further questions, please call our office at 403-742-5858.

Sincerely,

Jodi Chapman
Program Coordinator
Stettler and District Handibus Society