

County of Stettler No. 6 Committee of the Whole

*Held Wednesday, October 23, 2024, at 10:00 am
County of Stettler Council Chambers*

- 1. Call to Order**
- 2. Additions to the Agenda**
- 3. Delegation**
- 4. Council’s Request for Information**
 - 4.1. Erskine Cemetery Request (Councillor Stevens)
- 5. In-Camera Session**
- 6. Business Arising from the Minutes**
 - 6.1. Rural Waterline Hook-Up Fee 2
- 7. New Business**
 - 7.1. Student Resource Officer Requisition 3
 - 7.2. Update to Bill 20
- 8. Policy Review**
 - 8.1. PW 2.16 – Tree Pruning..... 4
 - 8.2. PW 2.26 – Road Clean-Up Program 6
 - 8.3. AF 6.11 – Cemetery Expenses 8
 - 8.4. AF 6.12 – Donations for Sponsored Events..... 10
- 9. Next Meeting**

November 26, 2024
- 10. Adjournment**



Memo

TO: Council
FROM: Administration
DATE: October 23, 2024
SUBJECT: Water Hookup Fee

Council requested additional information be brought back on the current water hookup fee.

Currently, Council charges \$15,000 per hookup, and has since 2016.

- This can be paid as a one time, \$15,000 payment
- It can also be charged as a rate rider against the lands over 15 years for at a 2.645% annualized interest rate for \$1,224.46


This interest rate is quite outdated. Currently, the County sees roughly 4% interest against our general bank account, though that is going down. If we were to directly borrow from the Government of Alberta, the rate would be 4.76% (on a \$15,000 loan, this would equate to \$6,157.50 in interest) as of October 15.

Each service requires the installation of a meter vault for the service connection. When the line is adjacent to the property, this installation is now costing just shy of \$15,000.

This means none of the capital cost of the infrastructure to get the water to the service location is offset by the connection fee.

There is nothing in our bylaws or policy to consider the ratepayer paying for the work themselves or cost sharing. If Council wanted to open up that avenue, we would have to consider the implications of credits back to the applicant for future connections benefitting from the infrastructure the applicant funded.

School Resource Officer	2017	2018	2019	2020	2021	2022	2022	2023	2023	2024	2025	2026	2027	2028
Resource Officer Share, as per RCMP forecast	\$ 120,151	\$ 114,746	\$ 114,670	\$ 115,130	\$ 154,400	\$ 118,562	\$ 144,281	\$ 153,142	\$ 153,199	\$ 173,671	\$ 178,074	\$ 184,533	\$ 191,253	\$ 196,866
Total Non Pooled Costs / Member (7 members total)	\$ 13,100	\$ 12,546	\$ 15,516	\$ 14,149	\$ 12,724	\$ 9,750	\$ 13,408	\$ 16,463	\$ 17,000	\$ 16,697	\$ 17,902	\$ 18,516	\$ 19,148	\$ 19,098
Total Cost - School Resource Officer	\$ 133,251	\$ 127,292	\$ 130,186	\$ 129,280	\$ 167,123	\$ 128,312	\$ 157,689	\$ 169,604	\$ 170,199	\$ 190,368	\$ 195,977	\$ 203,049	\$ 210,401	\$ 215,964
Clearview - \$40,000 of \$120,000 (as per new 2021 agreement)	\$ 62,889	\$ 50,037	\$ 21,488	\$ -	\$ 13,333	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
County of Stettler No. 6 - \$40,000 + 50% of actual (21 Agree)	\$ 31,444	\$ 49,938	\$ 10,744	\$ -	\$ 17,653	\$ 44,156	\$ 59,229	\$ 64,802	\$ 65,099	\$ 75,184	\$ 77,988	\$ 81,525	\$ 85,201	\$ 87,982
Town of Stettler - \$40,000 of \$120,000 + 50% of actual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,156	\$ 59,229	\$ 64,802	\$ 65,099	\$ 75,184	\$ 77,988	\$ 81,525	\$ 85,201	\$ 87,982
	\$ 94,333	\$ 99,975	\$ 32,232	\$ -	\$ 30,986	\$ 128,312	\$ 158,458	\$ 169,604	\$ 170,199	\$ 190,368	\$ 195,977	\$ 203,049	\$ 210,401	\$ 215,964

	County of Stettler – Legislative Policy		
	Categorization Public Works		Policy No. PW 2.16
	Policy Name Tree Pruning		
	Approved By: Council	Approval Date February 8, 2006	Latest Revision --

Purpose

To establish a Tree Pruning Program in residential Hamlets and Multi-lot Subdivisions within the County of Stettler. Tree pruning to remove overhanging branches and shrubbery is essential to providing a safe environment for residents and non-residents alike in the County of Stettler.

Statement

~~Tree pruning to remove overhanging branches and shrubbery is essential to providing a safe environment for residents and non-residents alike in the County of Stettler~~

Definitions

~~There are no definitions currently outlined in this Policy.~~

Procedure

Trees or branches overhanging on County property are to be trimmed or cut back by the property owner. Failure by the property owner to cut or trim back trees and branches will result in the county completing the work and charging costs to the property taxes.

1. The Bylaw Enforcement Officer in conjunction with the Public Works Supervisor will determine nuisance trees, branches or shrubs overhanging into county lanes, county streets, roadways or sidewalks or interfering with driver vision.
2. The Bylaw Enforcement Officer shall notify the property owners by letter of the nuisance, indicating that trees must be trimmed within fifteen (15) days. The letter will indicate the name of the local contractor who can provide tree trimming services.
3. Property owners shall be given the opportunity to dispute the tree trimming order.
4. Trees, shrubs and branches must be trimmed back sufficiently to enhance clear driver vision, to allow unobstructed pedestrian traffic and to allow the passage of vehicles including County vehicles (sanding/plow truck, graders, loaders etc.) to pass through the lane or street.
5. Failure by the property owner to complete the work will result in the county completing the work and charging costs to the property taxes.


- Maple and Birch tree species should be pruned while still in leaf. Elm trees shall only be pruned prior to April 1~~st~~ or after September 30~~th~~.

Connected Documents

There are no documents currently associated with this Policy.

Policy Authorization

Type of Authorization	Resolution No.	Effective Date
Approval	798.12.14.05	December 14, 2005

	County of Stettler – Legislative Policy		
	Categorization		Policy No.
	Public Works		PW 2.26
	Policy Name		
	Road Clean-Up Program		
Approved By:	Approval Date	Latest Revision	
Council	April 14, 2010	April 13, 2022	

Purpose

To allow the County of Stettler No.6 to set criteria for the clean-up of road Right-of-Ways under the County of Stettler’s jurisdiction.

Statement

~~Any community organization or youth group located within the geographic boundaries of the County of Stettler No. 6 is eligible to participate in the Road Clean-up Program.~~

Definitions

~~There are no definitions currently a part of this Policy.~~

Procedure

Any community organization or youth group located within the geographic boundaries of the County of Stettler No. 6 is eligible to participate in the Road Clean-up Program.

1. All participating groups or organizations must enter into a Highway Clean-up Agreement with the County of Stettler No. 6.
2. A maximum of ten miles of road will be awarded to each group per year.
3. The County of Stettler No. 6 will pay:
 - a. \$55.00 per kilometer and
 - b. \$75.00 per kilometer for roads within 16 kilometers of a town or 3.2 kilometers of a landfill for the clean-up of the ditches on both sides of road Right-of-Ways under the County of Stettler’s jurisdiction. The County will provide garbage bags and fluorescent-colored vests.
4. Council shall advise administration annually of the priority roads that require clean-up prior to March 31 of each year
5. County of Stettler will endeavor to pick up garbage bags within three (3) business days of the end of the Clean Up Period.


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Connected Documents

There are no documents currently associated with this document.

Policy Authorization

Type of Authorization	Resolution No.	Effective Date
Adoption	114.04.14.10	April 14, 2010
Amendment	19.1.09.19	January 9, 2019
Rescinded	120.04.22.20	April 22, 2020
Reinstated	97.04.13.22	April 13, 2022

	County of Stettler – Legislative Policy		
	Categorization Administration & Finance		Policy No. AF 6.11
	Policy Name Cemetery Expenses		
	Approved By: Council	Approval Date March 12, 2008	Latest Revision February 14, 2018

Purpose

To assist with the upkeep of rural cemeteries within the County of Stettler No. 6

Statement

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Definitions

There are no definitions currently a part of this Policy.

Procedure

1. Upon receipt of an application from rural cemetery organizations complete with the Revenue/Expense Statement for the previous year, the County may provide an annual assistance of up to ~~\$1,000~~ 1,500.00 per year to cover actual expenditures.
2. Money that was budgeted for but not allocated to a cemetery, at the end of each year, will be moved to a reserve specifically earmarked for Cemetery Maintenance and Care.


Connected Documents

There are no documents currently associated with this Policy.

Policy Authorization

Type of Authorization	Resolution No.	Effective Date
Approval	103.03.12.08	March 12, 2008
Amendment	51.02.14.18	February 14, 2018

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	County of Stettler – Legislative Policy	
	Categorization	Policy No.
	Administration & Finance	PW 2.12
	Policy Name	
Donation for Sponsored Events		
Approved By:	Approval Date	Latest Revision
Council	March 10, 2010	February 18, 2018

Purpose

To set the criteria by which the County of Stettler No. 6 will donate to requesting organizations. The County of Stettler No. 6 receives numerous requests to donate funds or gifts-in-kind to golf tournaments, curling bonspiels, etc., each year.

Statement

~~The County of Stettler No. 6 receives numerous requests to donate funds or gifts-in-kind to golf tournaments, curling bonspiels, etc., each year.~~

Definitions

There are no definitions currently a part of this Policy.

Procedure

1. Each Councillor can approve cash donations to events and organizations up to a maximum of \$300.00, per year, per Councillor.
2. Cash donations over \$300.00 will be brought to Council for decision.
3. Sponsorship of prizes and gifts-in-kind must be requested in writing, will be awarded at the discretion of the ~~CAO~~ Chief Administrative Officer or their designate.

Connected Documents

There are no documents currently associated with this Policy.

Policy Authorization

Type of Authorization	Resolution No.	Effective Date
Approval	81.03.10.10	March 10, 2010
Amendment	52.02.14.18	February 14, 2018

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