

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 19, 2014 IN THE MUNICIPAL OFFICE
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,
S. Nolls & K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (2)

Absent: None

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

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

Motion 14:08:13 Moved by Councillor Bachman to approve the agenda as presented with the following addition:

13(a) – legal issue

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held August 5, 2014

Motion 14:08:14 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on August 5, 2014 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the August 5, 2014 Meeting Minutes

None

4. **Citizen's Forum:** To be dealt with later in the meeting

5. **Delegations:** (a) 6:45 P.M. – MLA Drumheller-Stettler Rick Strankman
To be dealt with later in this meeting

6. **Administration:** (a) Memo re: 2014 AUMA Convention – September 24-26, 2014 in Edmonton & Relevant Resolutions

CAO G. Switenky advised that the 2014 AUMA Convention ``Making All Matters Local`` will be held at the Shaw Conference Center in Edmonton from Wednesday, September 24 to Friday, September 26, 2014.

The Elected Officials Education Program will also be hosting 2 Workshops prior to the AUMA Convention:

- Messaging for Success: Communications and Media Relations
- Municipal Leadership

These sessions will take place at the Shaw Conference Center on Monday, September 22, 2014 from 10am-5pm

The AUMA will also be hosting 2 Pre Convention Sessions prior to the Convention:

- The Legal Perspective: Issues of Interest to Municipalities
- Drawing from Experience: Comprehensive Emergency Planning

These sessions will take place at the Shaw Conference Center on Tuesday, September 23, 2014 from 9am-5pm

The City of Edmonton will be hosting a Reception on Thursday, September 25, 2014 from 7:30pm to 9:30pm

Council was encouraged to RSVP as soon as possible to take advantage of the early bird registration fees - Financial Implications

- Convention Registration Fees - \$700.00 (registration before August 29, 2014)
- Convention Registration Fees - \$825.00 (registration after August 29, 2014)
- One Day - \$600 (registration before August 29, 2014)
- One Day - \$600 (registration after August 29, 2014)
- Elected Officials Education Program - \$340
- AUMA Pre Convention Sessions - \$365
- Hotel and Mileage

CAO G. Switenky highlighted 3 specific resolutions that may be discussed during the Resolution Session of the AUMA Conference: 2014 Resolution: Provincial Scope 5 – "Complete Communities" - which was sponsored by the following municipalities; City of Cold, Lake/Town of Bonnyville/Town of St. Paul/Town of Westlock.

CAO G. Switenky advised that this resolution would request the Government of Alberta to create legislation that provides incentives and financial support that encourages municipal amalgamations to create specialized municipalities and regional municipal governments, to seek expression of interests from municipalities that would consider amalgamation, and request the Government of Alberta, recognize an independent expedited amalgamation process for those interested municipalities.

2014 Resolution: Provincial Scope 8 - Provincial Income Tax Transfer Payment sponsored by the City of Brooks.

CAO G. Switenky advised that this resolution urges the Provincial Government to implement a 1% increase in the provincial income tax rate and distribute this funding as an unconditional transfer payment to municipalities on a per capita basis including a minimum unconditional transfer payment providing all municipalities the opportunity to be financially viable, and to maintain the existing MSI capital program utilizing its existing funding criteria; fund it annually as originally intended at \$1.4 billion; and institute it as an ongoing program.

2014 Resolution: Provincial Scope 19 - Family and Community Support Services (FCSS) Funding – Sponsored by the Town of Barrhead/City of Lethbridge/City of Red Deer.

CAO G. Switenky advised that this resolution urges the Provincial Government to immediately increase provincial funding to municipalities for Family and Community Support Services (FSCC) commensurate to the population growth and annual inflations. It was reported that there has been no increase in FCSS funding since 2009 to help support the cost of these programs.

Mayor Richards suggested that the Town of Stettler invite Reeve Nixon, County of Stettler No. 6 and spouse to the upcoming AUMA Convention.

Council was unanimous to invite Reeve Nixon, County of Stettler to the AUMA Conference to be held at the Shaw Conference Center in Edmonton from September 23-26, 2014 with all associated costs such as hotel and spouse programs to be covered by the Town of Stettler.

(b) Memo re: Self-Propelled Lift Purchase

CAO G. Switenky advised that Council has approved \$60,000.00 in the 2014 Capital Budget to purchase a self-propelled lift.

Town of Stettler staff have investigated many of the different lifts available both new and used. In order to get the size of lift required for the Christmas tree and some of the big trees in Town, the Town would be better off buying used.

Allan King, Parks & Leisure has Hertz Sales and Rentals, Stettler Rentals and Sales, Western 1 Sales and Rentals as well as A1 Sales looking for a used lift for the Town. Although they are available in our price range, if they are decent units they sell very fast. There would be an opportunity to send Allan and Wayne to go and look at these lifts and operate them prior to purchase.

CAO G. Switenky explained that the last decent unit sold within one week.

Motion 14:08:15

Moved by Councillor Bachman that the Town of Stettler Council direct Administration, upon finding an appropriate lift and performing necessary inspections, to purchase a self-propelled lift within budget to be ratified at a later Council Meeting.

MOTION CARRIED
Unanimous

(c) Opening Ceremonies – Big Valley & Donalda Water Facilities

CAO G. Switenky advised that the Opening Ceremonies for the Big Valley and Donalda Water Facilities will be held on Wednesday, August 20, 2014 at 1:30 p.m. at the SMRWSC Water Transfer Site.

(d) Memo re: Proposal Review Recommendation – Regional Master Servicing Study

CAO G. Switenky advised that the Town and County have received \$230,000 in grant funding under the Regional Collaboration Program to conduct a master servicing study for the community of Stettler to determine reasonable servicing limits for future growth/development, review the capacity of existing utilities system and the need for expansion/upgrades and a review of offsite levy bylaws.

The project review will be completed by the Regional Collaboration Committee, which consists of Melissa Robbins, Leann Graham, Rick Green, Johan van der Bank,

Councillor Al Campbell, Councillor Darcy Bachman, Councillor James Nibourg and Councillor Ernie Gendre.

Council Members reviewed the following table which summarizes the RFP's received on July 29, 2014 as well as the review criteria and point totals as rated:

Company		Associated Engineering	Stantec Engineering	ISL Engineering and Land Service Ltd.	WSP Canada Inc.	Watt Consulting Group
Technical Proposal	75					
Capacity of Firm	5	4	4	4	4	3
Project Understanding	20	18	18	16	16	13
Methodology	20	17	16	16	16	13
Schedule	5	5	5	5	5	5
Relevant Experience	10	9	9	9	7	6
References	5	4	3	4	3	3
Project Team	10	8	8	8	8	6
Sub Total Points (min 60)		65	63	62	59	49
Price Proposal	25	23	22	21	0	0
Total Points	100	88	85	83	0	0

Upon confirmation of the selection process, the regional collaboration committee will confirm all designated scope items with the top rated proponent that will contribute to a quality and complete project and offer a Professional Services agreement to said proponent. If through this scope confirmation process, concerns arise regarding price or the proponent's ability to successfully complete the project to the satisfaction of the Town, negotiations will commence with the second rated consultant under the same terms. This procurement process was described in full in the terms of the RFP and is thought to ensure the best proponent is selected for appropriate pricing.

Motion 14:08:16

Moved by Councillor Brown that the Town of Stettler Council authorize Administration to negotiate with Associated Engineering to confirm desired project scope and enter into a Professional Services Contract for this project with value not to exceed funding limits of \$230,000.00 excluding GST, as approved under the Regional Collaboration Program.

MOTION CARRIED
Unanimous

- (d) Accounts Payable in the amount of \$105,085.73

Motion 14:08:17

Moved by Councillor Nolls that Accounts Payable in the amounts of \$24,920.04 & \$80,165.69 for the period ending August 15, 2014 for a total amount of \$105,085.73 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Richards

- Aug 8 - Town Office cheques
- Aug 15 - Town Office cheques and agenda

- (b) Councillor Bachman

- July 17 - AG work bee

- July 23 - Pheasant Festival meeting
- July 25 - Communities in Bloom Judges 9am
 - Pheasant Festival Media Release
 - Communities in Bloom Supper
- Aug 11 - MPC Meeting

(c) Councillor Brown

- July 18 - SDAA – Working meeting
- July 19 - Lacombe Parade
- July 21 - Lunch Meeting with Karen & Greg re: AHS Meeting
- July 22 - AHS Meeting
- Aug 2 - Big Valley Parade
- Aug 11 - MPC Meeting

(d) Councillor Campbell

- Aug 9 - Brought Greetings to Metis from Town
- Aug 11 - MPC Meeting

(e) Councillor Fischer

- Aug 8 - Visited concerned citizens regarding Alta-Link sale
- Aug 11 - MPC Meeting
- Aug 16 - Byemoor Parade – Our float looked great!
- Aug 18 - Visited citizen to discuss Alta-Link sale
- Aug 18 - Wellness Network Meeting to discuss Good Food Box program initiation
- Aug 18 - Visited Stettler business owner for some clarifications

(f) Councillor Nolls

- Aug 11 - MPC meeting

(g) Councillor Sernecky

- No Report

8. **Minutes:**

- (a) Red Deer River Municipal Users Group Meeting of July 24, 2014

Motion 14:08:18

Moved by Councillor Bachman that the Town of Stettler Council accept the minutes, item 8(a) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) AUMA re: Brownfield Redevelopment
- (b) AUMA/AMSC News
- (c) Stars of Alberta Volunteer Awards 2014 – Call for Nominations
- (d) Alberta Transportation re: 2014 AUMA Convention

CAO G. Switenky reported that the Town of Stettler is planning to meet with the following Provincial Government Departments:

- Alberta Transportation to thank them for the work currently being done on Provincial Highways 12 and 56 within the Town
- RCMP `K` Division/Alberta Solicitor General – to thank them for the staffing levels at the Stettler RCMP Detachment
- Alberta Environment – Brownfield redevelopment issues within the Town

(e) AUMA re: Advocacy Strategy and Tactical Plan

Motion 14:08:19

Moved by Councillor Sernecky that correspondence items 11(a) to 11(e) inclusive be accepted for information.

MOTION CARRIED
Unanimous

12. Items Added:

(a) None

4. Citizen's Forum:

(a) 6:55pm Compost Bins at 41 St & 65 Ave in Lane (Grandview/Meadowlands)

A concerned property owner (K. Nordstrom) residing adjacent to the Meadowland/Grandview compost bin location expressed concern about the location of the composting bins and wants these bins removed for a list of reasons including: unpleasant odors, safety for her children playing in their back yard, possible damage to their fence from vehicles, increased traffic in the lane, paying a lot of property taxes, and wasps which are attracted by the compost bins.

CAO G. Switenky reported that the Town has six permanent neighborhood sites (identified on our website maps) and a new temporary site for 2014 in the Meadowlands Subdivision. The neighborhood composting program is fairly unique to Stettler and has been well received by our public over the years. This program has also significantly helped with diverting large quantities of green materials from entering our landfill. The success of the composting program is supported by the reasonable ease of access for the public to be able to drop off materials within their neighborhood.

CAO G. Switenky reported however that these composting bins may come with issues such as odors and site appearance that do arise mostly when bins are not emptied often enough, and when the public does not cooperate by taking their clippings to an alternative site when bins are full. This year the Town worked with CAN-PAK and our own forces to try improve the level of service primarily regarding the regularity of dumps, condition of the bins, as well as the general appearance of our sites.

CAO G. Switenky reported that the current location is a mature site with two (2) bins and well used site by our public.

General discussion took place regarding the success of the residential composting program within the Town of Stettler and possible solutions including relocating the composting bins to an alternate location to address K. Nordstrom's concerns. K. Nordstrom suggested that the composting bins be removed from residential areas, and possibly relocated in the industrial area or an area by West Stettler Park.

Mayor Richards asked if Administration has received other complaints about the residential composting program. CAO G. Switenky reported that in the early spring, the Town does receive inquiries about the bins being full and how often they are emptied. CAO G. Switenky advised that the Town did work with an adjacent landowner when this specific composting location was established more than 10 years ago. Mayor Richards asked Administration to provide Council with a summary of residential complaints received regarding the residential composting program at a future Council meeting.

General discussion took place regarding the potential of lids and odor neutralizer. It was agreed by Council that Administration look at compost bin option that are equipped with lids as a pilot project for this site.

Mayor Richards thank K. Nordstrom for attending and bringing her concerns to Council.

K. Nordstrom left the meeting at 7:15 pm.

5. **Delegations:**

- (a) 7:15 P.M. – MLA Drumheller-Stettler Rick Strankman re: AB Health Services Plan for Health Care Facilities in Stettler & AB Community Partnership Grants

MLA Drumheller-Stettler Rick Strankman and Stettler Constituency Office Manager Gary Wilyman entered the meeting at 7:15 p.m.

Mayor Richards welcomed MLA Drumheller-Stettler Rick Strankman to the meeting.

MLA R. Strankman handed out to Council an information sheet on the following topics for discussion:

- Alberta Community Partnership Grant
- Long Term Capital Plan for Health Care facilities within the Town of Stettler

MLA R. Strankman highlighted the Alberta Community Partnership Grant.

The Alberta Community Partnership (ACP) replaced the Regional Collaboration Program (RCP), and was approved for a total program budget of \$48.8 million in 2014/15. The objective of the ACP is to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building activities, including project implementation costs and capital expenditures. The ACP Grant is broken down into the following components:

- Intermunicipal Collaboration (\$13 million) – deadline November 30
- Metropolitan Funding (Stettler not eligible for funding - \$24 million – no deadline)
- Viability Review Support & Capacity Building – (\$11.8 million – no deadline)
- Mediation and Cooperative Processes – no deadline
- Municipal Internship – deadline October 1
- Strategic Initiatives – deadline November 30

If projects miss the deadlines, they will be considered the following year.

CAO G. Switenky expressed concern with the funding allotments and eligibility requirements of two specific

components: Intermunicipal Collaboration which is funded to a maximum of \$13 million and the Metropolitan Funding which is funding to a maximum of \$24 million. CAO G. Switenky advised that in a recent webinar with Alberta Municipal Affairs, it was reported that municipalities with a population of 50,000 or greater were eligible for metropolitan funding for projects such as Recreation Centers and those same municipalities could also apply for the Intermunicipal Funding for those projects as well. This is extremely unfair as smaller municipalities with populations less than 50,000 also have Recreation Centers which these municipalities are financially responsible for. Residents in the smaller municipalities deserve the same respect as residents in the larger municipalities.

Mayor Richards questioned MLA R. Strankman on the lack of a Long Term Capital Plan by Alberta Health Services, for health care facilities in the Town of Stettler. MLA R. Strankman indicated that he has forwarded the Town of Stettler's concern to the Wildrose Health Care Critic to be followed up on. He has also brought up on numerous occasions during Question Period and committee meetings at the Alberta Legislative Building, the need for ongoing maintenance and replacement of Health Care facilities across the Drumheller – Stettler Constituency.

MLA R. Strankman reported that Alberta Health Services listed in 2013 the AHS Multi-Year Facility Infrastructure Capital Submission and one of the Potential Future Major Capital projects in the 2 to 5 year Priority Projects was the Stettler Hospital and Care Center – Facility Redevelopment and Expansion. The redevelopment and expansion of the Stettler hospital complex is dependent on Provincial Funding.

MLA R. Strankman also highlighted the Wildrose 10/10 Community Infrastructure Transfer. This funding source for municipalities would allocate 10 per cent of all tax revenues and 10 per cent of surpluses to municipalities, without any preconditions.

Mayor Richards reiterated the Town of Stettler's frustration with the lack of an Alberta Health Services Long Term Capital Plan or Long Term Funding commitment for Health Care Facilities in Stettler, and encouraged MLA Strankman to keep up the pressure.

Mayor Richards raised the issue of Brownfield Redevelopments, and advised that Stettler has numerous Brownfield sites that are located on prime commercial property adjacent to Primary Highways 12 and 56 in the Town of Stettler. A majority of these sites are former gas stations and oil field sites, which are undevelopable because of potential contamination and the cost of reclamation, which have been left as taxable bareland property. Mayor Richards asked MLA Strankman if the Wildrose Party had an official position or Policy on Brownfield Redevelopments. MLA Strankman indicated that he would make the inquiry and forward any Wildrose Policy or Position on brownfield redevelopment to the Town of Stettler.

General discussion also took place on the following topics:

- Ambulance service and the number of Code Reds in the Town of Stettler. Mayor Richards explained

that there have been a number of Code Reds in Stettler where ambulance crews are not available for incoming calls, and those calls are covered by the Stettler Fire Department. It was noted that the current practice of having ambulance attendants including EMT's, Paramedics and Nursing staff wait for patient transfers is very inefficient and an underlying cause of Municipal Code Reds. It was also noted that once the new provincial emergency radio system is installed, that may alleviate some of the transfer call inefficiencies.

- Regional Health Boards – MLA Strankman indicated that Health Services in Alberta should be managed by more regional boards, especially in Rural Alberta where the needs are different than the large urban centers.

Mayor Richards thank MLA R. Strankman and Stettler Constituency Office Manager Gary Wilyman for coming to the meeting.

Delegation members departed the meeting at 7:35 p.m.

13. **In-Camera Session:** (a) Legal Issue

Motion 14:08:20

Moved by Councillor Brown that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 7:40 p.m.

Motion 14:08:21

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


MOTION CARRIED
Unanimous at 7:55 p.m.

14. **Adjournment:**


Motion 14:08:22

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

MOTION CARRIED
Unanimous at 7:55 p.m.



Mayor



Assistant CAO