

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 15, 2015 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Councillors W. Brown, A. Campbell, D. Bachman, M. Fischer & S. Nolls
CAO G. Switenky
Assistant CAO S. Gerlitz

Press (3)

Absent: Mayor Dick Richards & Councillor K. Sernecky

Call to Order: Assistant CAO S. Gerlitz called the meeting to order at 6:30 p.m.

Assistant CAO Gerlitz explained that Mayor Richards would be absent from tonight's meeting and Deputy Mayor K. Sernecky has advised Administration that she would be late for the start of the meeting and possibly absent from the meeting. As per the Council Procedural Bylaw 1746-96 Section 3-5:

In case the Mayor or Deputy Mayor is not in attendance within fifteen minutes after the hour appointed for a meeting and a quorum is present, the Secretary-Treasurer shall call the meeting to order and a Chairman shall be chosen by the Councillors present who shall preside during the meeting or until the arrival of the Mayor or Deputy Mayor. A quorum of Council shall be a majority of those members elected and serving on Council, including the Mayor.

Assistant CAO S. Gerlitz called for nominations for the position of Chairman for tonight's meeting.

Councillor A. Campbell nominated Councillor S. Nolls to sit as chair for the meeting.

No other nominations were presented.

Councillor M. Fischer called for nominations to cease and that Councillor S. Nolls be appointed chair for the regular Council Meeting on December 15, 2015.

Councillor S. Nolls assumed the chair.

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

Motion 15:12:22 Moved by Councillor Fischer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held December 1, 2015

Motion 15:12:23 Moved by Councillor Bachman that the Minutes of the Regular Meeting of Council held on December 1, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the December 1, 2015 Meeting Minutes

None

- (c) Minutes of the Committee Meeting held December 8, 2015

Motion 15:12:24

Moved by Councillor Bachman that the Minutes of the Committee Meeting held on December 8, 2015 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business Arising from the December 8, 2015 Committee Meeting Minutes

None

4. **Citizen's Forum:**

- (a) No one was present at the Citizen's Forum

5. **Delegations:**

- (a) 6:45 PM – Mary Zazelenchuk, Library Manager re: Stettler Public Library 2016 Budget

This item was dealt with later in the meeting.

6. **Administration:**

- (a) Stettler Town & Country Museum 2016 Budget

CAO G. Switenky advised that the volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site. Town Council reviewed the Stettler Town & Country Museum's 2016 budget projections.

The Museum is continuing to request an increase of \$2,000 per year, in each of the next five years (from both the Town and County) to support basic operating costs and help address some of their challenges in undertaking needed repairs to historical buildings, renewal projects and other site improvements. The 2016 Requisition from the museum is \$30,000 from the Town of Stettler and \$30,000 from the County of Stettler No. 6

In 2016 the Museum will keep with the trend of the much needed improvements required at the Stettler Town and Country Museum. Included in the 2016 Budget are internal painting at the Courthouse, gravel parking lot, and gazebo for Wilda Gibbon Memorial

Discussion ensued regarding the value of the Museum to the community and the excellent work being done by the volunteer Board.

Motion 15:12:25

Moved by Councillor Brown that the Town of Stettler Council accept the Stettler Town & Country Museum 2016 Budget as presented, and approve financial assistance for the Stettler Town & Country Museum in the amount of \$30,000 within the Town's 2016 Operating Budget

MOTION CARRIED
Unanimous

- (b) Stettler Library Board Member-at-Large Appointment

CAO G. Switenky advised that the Stettler Public Library Board has a vacancy for a member-at-large for the Town of Stettler due to a resignation.

The Stettler Municipal Library Board consists of 10 members, 5 County of Stettler and 5 Town of Stettler. The Town of Stettler is comprised of a Town of Stettler Councillor and four (4) Members at Large from within the community. Andrew Brysiuk has expressed an interest to sit as a member-at-large on the Stettler Library Board.

Andrew is a Town resident and has a wife and newborn daughter. When in Middle School he volunteered with the library helping visitors with technical inquiries and later in High School he served as the CAP Intern. For the last 7 years Andrew has worked for the County of Stetter as their Director of Technology Services which had given him an abundance of experience in public sector finance and management.

The Library Board would welcome Andrew's participation.

Motion 15:12:26

Moved by Councillor Campbell that the Town of Stettler Council approve the appointment of Andrew Brysiuk to the Stettler Municipal Library Board, Town of Stettler member-at-large.

MOTION CARRIED
Unanimous

(c) Meeting Dates

- Tuesday, January 5 – Council Meeting
- Tuesday, January 12 – Committee of the Whole Meeting
- Wednesday, January 13 – Strategic Planning Workshop – 3pm
- Tuesday, January 19 – Council Meeting
- Tuesday, January 26 – Council 2016-2018 Capital Budget Deliberations – 3pm
- Tuesday, February 2 – Council Meeting

(d) Bank Reconciliation as of November 30, 2015

Motion 15:12:27

Moved by Councillor Fischer that the Town of Stettler Council accept the Bank Reconciliation as of November 30, 2015 as presented.

MOTION CARRIED
Unanimous

(e) Accounts Payable in the amount of \$956,805.43

Motion 15:12:28

Moved by Councillor Fischer that Accounts Payable in the amounts of \$791,767.58 & \$165,037.85 for the period ending December 11, 2015 for a total amount of \$956,805.43 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 6:45 PM – Mary Zazelenchuk, Library Manager re: Stettler Public Library 2016 Budget

Mary Zazelenchuk, Library Manager, Jane Skocdopole, Stettler Public Library Board Chair & Barb Gano, Treasurer entered the meeting at 6:45 p.m.

Councillor Nolls welcomed M. Zazelenchuk, J. Skocdopole & B. Gano to the meeting.

M. Zazelenchuk explained that the library serves a diverse population of all ages, economic and social backgrounds. Every day residents borrow books and digital resources, read the newspaper in their language, ask questions, use the internet or just visit with others. The library provides an inviting, safe and inclusive public space where everyone is welcome to learn, create and discover.

M. Zazelenchuk explained that their major projected expense increases for 2016 include:

1. Electronic Resources – The library has seen growth in the use of electronic resources. Funding for some electronic resources is provided through Parkland Regional Library, while eBooks are purchased locally and the cost is almost precisely double (an average of \$33/per item compared to \$15.50 of a physical book).
2. Staff Remuneration – The 2016 budget (and 2017/18 forecasts) includes additional costs for the increase in minimum wage to \$15/hour by 2018. It also assumes stable staffing with a wage grid comparable to similarly sized libraries in the region and cost of living increases.

M. Zazelenchuk concluded her presentation indicating that the library will seek to maintain or increase revenue by grant funding and fundraising. She noted that libraries create life-long readers and learners.

CAO G. Switenky advised that the total 2016 budget for the Stettler Public Library is \$448,004.84. After all revenue including donations and grants have been accounted for, the total requisition from the Stettler Public Library to the Town of Stettler and the County of Stettler is \$358,402.84 with the Town responsible for 65% of the requisition. The Stettler Public Library is requesting financial assistance from the Town of Stettler in the amount of \$232,961.85 to cover library operation costs for 2016. The requisition has been included in the 2016 Interim Budget adopted by Council on December 1, 2015.

Councillor Nolls thanked M. Zazelenchuk, J. Skocdopole & B. Gano for their informative presentation and commended them for their outstanding job of providing services for our many citizens.

Motion 15:12:29

Moved by Councillor Fischer that the Town of Stettler Council accept the Stettler Public Library 2016 Operating Budget as presented and approve financial assistance for the Stettler Public Library in the amount of \$232,961.85 within the Town's 2016 Operating Budget.

MOTION CARRIED
Unanimous

Delegation members departed the meeting at 7:00 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- No report – absent from meeting.

(b) Councillor Bachman

- Dec 4 - FCSS Christmas Party.
- Dec 8 - Committee of the Whole.
- Dec 9 - Pheasant Festival
- Dec 11 - Tagish Engineering Luncheon.

(c) Councillor Brown

- Dec 2 - Physician Recruitment.
- Dec 3 - Beautification Committee.
- Dec 4 - FCSS Christmas Dinner.
- Dec 8 - Committee of the Whole.

(d) Councillor Campbell

- Dec 3 - Red Deer River Municipal Users Group.
- Dec 6 - Light Up The Night at the Museum.
- Dec 8 - Committee of the Whole.
- Dec 9 - Steel Wheel Rodeo.
 - Pheasant Festival.
- Dec 11 - RDRWSA Christmas Breakfast.

(e) Councillor Fischer

- Dec 8 - Stettler Waste Management Authority.
 - Seniors Society Christmas Dinner at the Hub.
 - Met with Town Planning & Operations Clerk re: building standards for the P&H Building.
- Dec 8 - Committee of the Whole.
- Dec 9/14- Entertained at Paragon & Points West.
- Dec 11 - Tagish Luncheon at the Club Café.

(f) Councillor Nolls

- Dec 8 - Stettler Waste Management Authority.
 - Stettler Board of Trade.
 - Committee of the Whole.
- Dec 9 - Stettler Steel Wheel Stampede.
- Dec 11 - Tagish Luncheon at the Club Café.

(g) Councillor Sernecky

- No report – absent from meeting.

8. Minutes:

(a) Heartland Beautification Committee Meeting of November 5, 2015

Motion 15:12:30

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) Canadian Badlands Ltd. Shareholder Letter & Invoice

Motion 15:12:31

Moved by Councillor Campbell that correspondence item 11(a) be accepted for information.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.

14. **Adjournment:**

Motion 15:12:32

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

MOTION CARRIED
Unanimous at 7:15 p.m.

Mayor

Assistant CAO