

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, FEBRUARY 16, 2016 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  
Director of Operations M. Robbins

Press (3)

**Absent:** None

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

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

**Motion 16:02:13** Moved by Councillor Bachman to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held February 2, 2016

**Motion 16:02:14** Moved by Councillor Sernecky that the Minutes of the Regular Meeting of Council held on February 2, 2016 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the February 2, 2016 Meeting Minutes

None

(c) Minutes of the Committee Meeting held February 9, 2016

**Motion 16:02:15** Moved by Councillor Fischer that the Minutes of the Committee Meeting held on February 9, 2016 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the February 9, 2016 Committee Meeting Minutes

None

4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum

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

6. Administration:

Motion 16:02:16

(a) Committee Recommendation re: Downtown Park Mural

Moved by Councillor Brown that the Town of Stettler Council approve the three stores (Jimmy's Hardware, Stettler Cigar Factory and the original Train Station) selected for the Downtown Pioneer Park design by the Downtown Park Committee and deem it appropriate and grant Administration the authority to sole source Dave's Woodworking for the estimated budget amount of \$24,880.00 to construct the 3D store front façade as per Policy V11-4, with funding to come from the Downtown Park Reserve Account in the amount of \$12,880.00 and the balance contained within the General Reserve Account within the 2015 Capital Budget.

MOTION CARRIED  
Unanimous

(b) 2016 Strategic Planning Items

CAO G. Switenky reviewed the Town's 2016 Strategic Plan and updated Council with respect to the top four (4) actions that will be achieved on a goal by goal basis.

1. SRC Phase 2/Multi-Use Facility within SRC Recreation Zone
2. Pathway Solar Lighting
3. Hospital Upgrades/Specialized Surgeons
4. Lobby for Highway Improvements

It was noted that this update is presented to Council for information purposes on a regular/quarterly basis.

The 2016 Strategic Planning Items were accepted for information.

(c) Memo re: 2016 Trade Show & Work Schedule

CAO G. Switenky advised that the 2016 Trade Show will be held on April 8, 9 & 10, 2016 and is a great opportunity for Council, Administration and staff members to meet with the public to discuss their concerns, promote Town initiatives and gather input. In order to achieve this management and staff are required to work a shift in the booth.

This year our booth has relocated across the aisle within the Red Arena to a walk-through booth (open to walkways on both sides).

Possible items in the booth include:

- Promote Regional Collaboration
- Town Map to include 2016 Capital Projects
- Downtown "Pioneer" Park Concept
- Town Life (2016 – 3<sup>rd</sup> issue in progress)
- Concerns & Requests forms, Newsletters, 2016 Garbage & Recycling Schedule and General Information Sheet
- Beautification (will have their own booth)
- Giveaways
- Draw

Individual Members of Council mutually confirmed their Trade Show booth attendance times.

(d) Emergent Erosion Control

Mayor Richards welcomed M. Robbins, Director of Operations to the meeting.

CAO G. Switenky advised that on January 19<sup>th</sup>, effluent was noticed seeping from the NW corner of Lagoon Cell 6 threatening the adjacent Red Willow Creek. This puts our lagoon system in a contravention under our license to operate a wastewater lagoon with Alberta Environment. The contravention was reported to Alberta Environment and Administration has been developing mitigation and emergent remediation plans in consultation with Alberta Environment.

**Remediation Plan:**

To temporarily reduce the seepage occurring, staff immediately started lowering the water levels in cells 5 and 6. This is reducing the head pressure on the berm and is controlling the effluent seeping from the banks.

Exploration boreholes were completed along the North West corner of cell 6 to identify the location of the breach. There are two isolated areas where effluent has saturated the berm.

The inside banks of cells 5 and 6 are eroded. Cells 5 and 6 were constructed with a compacted clay liner in the 1960's. Over time, wind and water erosion has deteriorated the clay liner and the effluent is migrating through small sand seams in the berm.

M. Robbins, Director of Operations indicated priorities to consider when evaluating the entire remediation plan:

Priority 1 - Reconstruct the eroded berm in cell 6 on the west, north and east walls

- a. The ideal construction method is to again use a clay liner. Good quality clay will have to be sourced and secured close to the site. Construction will be extensive, including temporarily diverting effluent into cell 9 during the construction, draining and de-sludging the cell, and finally rebuilding the berms.
- b. Geotechnical testing and engineering inspection is critical during the clay berm construction to ensure compaction, depths and moisture quantity of the clay is controlled to ensure a water tight berm is created.
- c. Tender the project for 2016 construction. Construction estimate is \$1.0 million including engineering and testing. If construction values are good, reconstruct the south wall at this time.

Priority 2 - Evaluate and potentially reconstruct the eroded berm in cell 5

- a. Cell 5 also has eroded berms on the north, west and east walls similar to cell 6, and although effluent is currently not seeping through, remediation plans should be made to address their condition and reconstruction should be completed by 2018 at the latest.

CAO G. Switenky highlighted the various funding options available to Council:

- b. The plan is to include cell 5 as an optional schedule in the tender. If tenders close with good value, administration will present the option for Town Council to complete both repairs at the same time, thereby reducing mobilization costs paid in the future and eliminating future contraventions of the wastewater lagoons.

**Options to the Recommendation**

- Long term borrowing - \$1,000,000
  - o Term – 20 years
  - o Interest rate – 2.935% (acfa)
  - o Payments - \$66,458.26 per year
  - o Total interest - \$329,165.20
  - o Per-month sewer utility charge based on 2100 residential customers - \$2.64 per month
  - o Advertising of borrowing bylaw required
- Short term borrowing - \$1,000,000
  - o Term – 5 years
  - o Interest rate – 1.376% (acfa)
  - o Payments - \$207,645.82 per year
  - o Total interest - \$38,229.10
  - o Total Utility contribution to Capital budget - \$262,889 (2016)

Mayor Richards indicated that this is a case of our aging infrastructure and having the expertise to be able to adjust our priorities as circumstances change. It was also noted that the Town of Stettler will also be working with our local MLA and Provincial Government on upcoming grant options.

**Motion 16:02:17**

Moved by Councillor Fischer that the Town of Stettler Council amend the priorities within the 2016 Capital Budget adopted February 2, 2016 to include the following:

- Reschedule the 51 Avenue Sanitary (57-59 Street) Project in the amount of \$400,000 with funding to come from the Municipal Sustainability Initiative (MSI -\$185,074) and the Federal Gas Tax (FGT - \$214,926) from the 2016 Capital Budget to be considered within the 2017 Capital Budget and subsequent years pending available funding.
- Reschedule the 51 Avenue Water (57-59 Street) Project in the amount of \$420,000 with funding to come from the Municipal Sustainability Initiative (MSI -\$118,673) and the Federal Gas Tax (FGT - \$301,327) from the 2016 Capital Budget to be considered within the 2017 Capital Budget and subsequent years pending available funding
- Include Emergent Erosion Control - Lagoon Cell #6 Remediation within the 2016 Capital Budget at an estimated cost of \$1,000,000 with funding to come from the Municipal Sustainability Initiative (MSI - \$483,747) and the Federal Gas Tax (FGT - \$516,253) from the 2016 Capital Budget.

MOTION CARRIED  
Unanimous

Mayor Richards thanks M. Robbins for her very informative information.

M. Robbins departed the meeting at 7:04 pm.

- (e) Meeting Dates
- Tuesday, March 1 – Council Meeting
  - Tuesday, March 8 – Committee of the Whole Meeting
  - Tuesday, March 15 – Council Meeting
  - Tuesday, April 5 – Council Meeting
  - Tuesday, April 12 – Committee of the Whole Meeting
  - Tuesday, April 19 – Council Meeting

- (f) Bank Reconciliation as of January 31, 2016

**Motion 16:02:18**

Moved by Councillor Bachman that the Town of Stettler Council accept the Bank Reconciliation as of January 31, 2016 as presented.

MOTION CARRIED  
Unanimous

- (g) Accounts Payable in the amount of \$589,489.70

**Motion 16:02:19**

Moved by Councillor Sernecky that Accounts Payable in the amounts of \$25,595.06 & \$563,894.64 for the period ending February 12, 2016 for a total amount of \$589,489.70 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Richards

- No report.

- (b) Councillor Bachman

- Jan 21 - Library Board.

- (c) Councillor Brown

- Feb 4 - Heartland Beautification re: ratified Downtown Park Plan and Trade Show.  
- Feb 8 - FCSS.  
- Feb 9 - Committee of the Whole.

- (d) Councillor Campbell

- Feb 4 - Pheasant Festival.  
- Feb 5/6 - Canadian Cowboys Association (CCA) & AGM in Regina.  
- Feb 9 - Committee of the Whole.  
- Feb 10 - Steel Wheel Stampede re: Midway.  
- Feb 15 - Family Day at the SRC.

- (e) Councillor Fischer

- Feb 5 - Attended Q93.3 40<sup>th</sup> Anniversary at the Community Hall.  
- Feb 9 - Committee of the Whole.  
- Feb 11 - Attended Brownlee Law Emerging Trends in Municipal Law in Calgary.

- (f) Councillor Nolls

- Feb 9 - Board of Trade.  
- Committee of the Whole.  
- Feb 10 - Stettler Steel Wheel Stampede.

(g) Councillor Sernecky

- Feb 5 - Attended Q93.3 40<sup>th</sup> Anniversary at the Community Hall.
- Feb 9 - Committee of the Whole.
- Feb 12 - Town Office re: signed cheques and approved Council Agenda.

8. Minutes: (a) None

9. Public Hearing: (a) None

10. Bylaws: (a) None

11. Correspondence: (a) Alberta's Cabinet Ministers

(b) Canadian Badlands – 6<sup>th</sup> Annual Tourism Development Conference & Annual General Meeting

**Motion 16:02:20**

Moved by Councillor Nolls that correspondence items 11(a) & 11(b) inclusive 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 16:02:21**

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

MOTION CARRIED  
Unanimous at 7:15 p.m.

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Mayor

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