

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JANUARY 19, 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

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 16:01:13** 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 January 5, 2016

**Motion 16:01:14** Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on January 5, 2016 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the January 5, 2016 Meeting Minutes

None

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

5. **Delegations:** (a) 6:45 P.M. – Pauline Christian, Board Member re: 2016 Heartland Youth Center Budget

This item was dealt with later in the meeting.

(b) 7:00 P.M. re: Stettler & District Handibus Society 2016 Budget – Judy McKnight Program Coordinator & Cindy MacDonell, Chairperson

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Federation of Canadian Municipalities (FCM) – 2016 Membership

CAO G. Switenky explained that the Federation of Canadian Municipalities (FCM) has once again sent letters to municipalities to consider the renewal of their annual membership. Highlights of Raymond Louie, FCM President, Councillor – Vancouver City Council include:

- FCM has been the national voice for Canada's local governments.
- By municipalities working together, we can make a real impact on the federal scene.

- Secured the Building Canada Fund, Gas Tax Fund and GST Rebate that municipalities use for local infrastructure.
- Municipalities must continually improve our core infrastructure, protect our environment, build our economies and keep our communities safe.

The FCM is devoted to Strong Cities, Strong Communities and a Strong Canada by providing local action on environmental sustainability through the FCM Green Fund, establishing building blocks on rural sustainability and building stronger communities around the world.

The FCM has the following Standing Committees which work directly with the Federal Government on key issues such as a commitment to long-term infrastructure planning, an ongoing commitment to legislate the Gas Tax and Rural community health care:

- Economic Action Plan
- Infrastructure – long-term planning and financing; Gas Tax Fund visibility
- Housing
- Policing
- Green Economy
- Northern
- Rural

#### FCM Membership

Total Member Municipalities – 1961

Alberta – Total Members – 272 representing 98.94% of the population.

The 2016 Annual Conference and Trade show will take place at the RBC Convention Centre in Winnipeg from June 3-5, 2016.

The Town of Stettler has been a member of FCM for many years and has valued the FCM's municipal lobby voice and program accomplishments at the Federal Level.

#### **Motion 16:01:15**

Moved by Councillor Brown that the Town of Stettler Council approve maintaining the Town's annual membership in the amount of \$1,159.09 with the Federation of Canadian Municipalities (FCM) for the year 2016.

MOTION CARRIED

Unanimous

#### (b) Alberta Community Partnership – Intermunicipal Component Grant Applications

a. SRC – Phase 2 – Pre-Engineering Design & Concept Consultation Town of Stettler

b. Regional Fire Pumper – County of Stettler

#### Background Information

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
- Viability Review Support
- Mediation and Cooperative Processes

- Municipal Internship
- Strategic Initiatives

The Intermunicipal Collaboration (IC) component retains the partnership requirements of the former RC component, but the individual maximum grant for a project, per year, is \$350,000.

Highlights of the Grant are as follows:

- \* Eligible projects directly relate to developing a new or expanded regional municipal service.
- \* Delivery Service – construct or rehabilitate a facility for the delivery of a shared service.
- \* Engineering and architecture costs, including functional planning, design, tender preparation and advertising that are directly related to the regional service delivery project are also eligible.
- \* 2015/16 program year, there are no cost-share requirements – however more points will be awarded through the selection criteria for cost sharing initiatives.
- \* Deadline – February 5, 2016 (council resolutions submitted by February 29, 2016).
- \* No multi-year application will be accepted.
- \* Municipalities may participate in multiple ACP projects each year, however managing partners are limited to 2 applications per year.

#### 2015-2016 Applications

1<sup>st</sup> Application - On behalf of our regional partner the County of Stettler No. 6, the Town of Stettler will submit this application for Phase 2 - pre-engineering and design of the Stettler Recreation Centre (SRC). Phase 2 will include hiring a qualified Engineering Consultant to proceed with pre-engineering, functional planning, design, community/stakeholder consultation and tender preparation of the following:

- Deliver Service – Pre-engineering and design for the rehabilitate the SRC for the ongoing delivery of community services. The rehabilitation will include the complete modernization of mechanical, electrical, dressing rooms and roofing systems of the Stettler Recreation Centre taking advantage of updated green, more efficient technology and processes to ensure this jewel of our regional community remains sustainable well into the future.
- Phase 2 will also involve a complete public consultation and engagement process involving a variety of community stakeholders to consider new and expanded community uses, recreational and non-recreational, of the facility.

#### Financial Implications

- ✓ 2016 Capital Budget – Total cost = \$120,000
- ✓ ACP regional Grant = \$60,000
- ✓ Town of Stettler Cost = \$60,000

2<sup>nd</sup> – Application – The County of Stettler No. 6 would like to submit an application to replace a Regional Fire Truck in Big Valley. This would be much the same application that the Town of Stettler submitted last year for our fire truck replacement. This regional fire engine's primary use is to provide fire protection for the County of Stettler No. 6 and the Village of Big Valley.

Financial Implications

- o 2016 County of Stettler Capital Budget – Total cost = \$650,000
- o ACP regional Grant = \$350,000
- o County of Stettler Cost = \$300,000

**Motion 16:01:16**

Moved by Councillor Fischer that the Town of Stettler Council participate in an application for the Town of Stettler – Stettler Recreation Centre (SRC) – Phase 2 – pre-engineering, design and public consultation project, submitted by the Town of Stettler, under the Alberta Community Partnership – Intermunicipal Collaboration component and that the Town of Stettler be the managing partner governing the purpose of the use of the grant funds."

MOTION CARRIED  
Unanimous

**Motion 16:01:17**

Moved by Councillor Bachman that the Town of Stettler participate in an application submitted by the County of Stettler No. 6 for the Regional Fire Department – Regional Fire Engine Replacement - Big Valley project, under the Alberta Community Partnership – Intermunicipal Collaboration component and that the County of Stettler No. 6 be the managing partner governing the purpose of the use of the grant funds."

MOTION CARRIED  
Unanimous

(c) Meeting Dates

- Tuesday, January 26 – Council 2016-2018 Capital Budget Deliberations – 3pm
- Tuesday, February 2 – Council Meeting
- Tuesday, February 9 – Committee of the Whole Meeting
- Tuesday, February 16 – Council Meeting
- Tuesday, March 1 – Council Meeting
- Tuesday, March 8 – Committee of the Whole Meeting
- Tuesday, March 15 – Council Meeting

(d) Bank Reconciliation as of December 31, 2015

**Motion 16:01:18**

Moved by Councillor Sernecky that the Town of Stettler Council accept the Bank Reconciliation as of December 31, 2015 as presented.

MOTION CARRIED  
Unanimous

(e) Accounts Payable in the amount of \$853,696.35

**Motion 16:01:19**

Moved by Councillor Nolls that Accounts Payable in the amounts of \$378,664.03, \$40,733.30, \$70,238.52 & \$364,060.50 for the period ending January 14, 2016 for a total amount of \$853,696.35 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:** Mayor and Councillors outlined highlights of meetings they attended.
- (a) Mayor Richards
- Jan 8 - E-Line Group.
  - Town Office cheques.
  - Jan 13 - Strategy Planning Meeting.
  - Jan 14 - Meeting with Sgt. Penny and a group of business owners.
  - Jan 15 - Town Office cheques and agenda.
  - Senior Staff Safety Meeting.
  - Jan 19 - Lunch with MLA.
- (b) Councillor Bachman
- Jan 11 - MPC Meeting.
  - Jan 13 - Strategy Planning Meeting.
  - Jan 19 - Lunch with MLA, Rick Strankman.
- (c) Councillor Brown
- Jan 11 - MPC Meeting.
  - Jan 13 - Strategy Planning Meeting.
- (d) Councillor Campbell
- Jan 6-8 - Assisted Board of Trade re: counting cash cards.
  - Jan 11 - MPC Meeting.
  - Jan 13 - Strategy Planning Meeting.
- (e) Councillor Fischer
- Jan 6-8 - Assisted Board of Trade re: sorting & counting Stettler cash cards.
  - Jan 11 - MPC Meeting.
  - Jan 13 - Wellness Network Meeting.
  - Strategic Planning Workshop.
  - Jan 19 - Lunch Meeting with MLA, Rick Strankman.
- (f) Councillor Nolls
- Jan 7 - County of Stettler Housing Authority Board presentation at the County Office.
  - Jan 11 - MPC Meeting.
  - Jan 13 - Strategic Planning Session.
  - Steel Wheel Stampede Meeting.
  - Jan 14 - Met with County of Stettler Housing Authority CAO re: January agenda.
  - Jan 19 - Lunch with MLA, Rick Strankman.
- (g) Councillor Sernecky
- Jan 6 - Hospital Foundation Meeting re: Wifi installation & helipad discussion.
  - Jan 13 - Strategic Planning Session.
  - Jan 19 - Organizing an upcoming meeting with the Imagine Citizen's Group.
5. **Delegations:**
- (a) 6:45 P.M. – Pauline Christian, Board Member re: 2016 Heartland Youth Centre Budget

Heartland Youth Centre Board Member, P. Christian and HYC Members Crystal Shuckburgh & Tia Fitzpatrick entered the meeting at approximately 6:53 p.m.

Mayor Richards welcomed delegation members to the meeting.

Pauline Christian highlighted the HYC 2016 Budget as follows:

- Heartland Youth Centre is home to the Boys and Girls Club and Big Brothers Big Sisters programs that offer services and activities to youth ages 6-18 from the Town and County of Stettler.
- Membership – 288 registered members ages 6-18
- HYC Adult Volunteers
  - 7 Board members
  - 86 fundraising volunteers Awesome Auction
  - 21 Big Brother, Big Sisters, Mentors, Rainbow Facilitators
  - 26 Boys and Girls Club activities
- HYC Teen Volunteers
  - 16 Junior leaders
  - 28 Teen members involved in service to club and community
- Programs
  - Afterschool programs
  - Club programs Zone - boys age 9-11, Spark girls age 9-11, Torch age 12-14, Keystone age 14-18
  - Teen programs – Drop-in, Junior leadership, Teen Work Experience
  - Holiday programs - RAD (Summer Program), Teen Trips, Spring Break, Teachers Convention, PD Day Camps
  - Big Brothers Big Sisters

P. Christian provided Council with a brief overview of the HYC 2016 Budget. The 2016 budget includes \$40,000 from the Town of Stettler and reflects a deficit requiring the use of some of their prior year surplus.

Highlights of 2016 Budget:

2016 Budget

Total Revenue -	\$71,700
Total Expense -	\$289,450
Fundraising -	\$125,600
Surplus/ (deficit)	(\$92,150)

G. Switenky highlighted the past financial contributions from Council. Prior to 2012 the Town's financial commitment was approximately \$4,000 to \$7,500 per year and the HYC received funding from FCSS. In 2012 some funding to/from the FCSS was eliminated and the Town stepped up to fund this excellent community organization in the amount of \$40,000. This amount represented approximately 1% of municipal property taxes collected, and provided some sustainability funding for recreation like programming provided to the community.

T. Fitzpatrick gave a brief update on her experience in the Big Brother and Big Sister Program.

Mayor Richards expressed Council's appreciation for the efforts of the Board and Staff, and for the valued services the Heartland Youth Centre provides in Stettler.

**Motion 16:01:20**

Moved by Councillor Fischer that the Town of Stettler Council accept the Heartland Youth Centre 2016 Operating Budget as presented. And further approves that a contribution to the HYC in the amount of \$40,000 be included in the Town's 2016 Operating Budget.

MOTION CARRIED  
Unanimous

Mayor Richards thanked delegation members for attending the meeting and presenting their 2016 HYC Budget.

Delegation members departed the meeting at 7:08 p.m.

(b) 7:00 P.M. re: Stettler & District Handibus Society 2016 Budget – Judy McKnight Program Coordinator & Cindy MacDonell, Chairperson

J. McKnight, Coordinator and C. MacDonell, Chairperson of the Stettler & District Handibus Society entered the meeting at approximately 7:13 p.m.

Mayor Richards welcomed J. McKnight and C. MacDonell to the meeting.

J. McKnight highlighted the Stettler & District Handibus Society 2016 Budget as follows:

- We are anticipating the same funding amount of \$20,000.00 from the Town for this year for the Handibus portion of our program but are also requesting additional funding in 2016 for our Medical Van in the amount of \$10,000.00.
  - From 2008 until now we have operated this Medical van and not received any additional funds for this portion of our program. Due to the fact that our small van is aging and starting to cost us a lot more for maintenance we are running into a significant deficit.
- The past few years we have had to dip into our surplus to make up deficits that have occurred despite our constant concern and diligent budgeting.
- Without this service a majority of these groups might not be able to live here in Stettler, as the need of transportation is essential for work, school, and medical needs and overall provides all of our passengers with a better quality of life."
- The Handibus is the only wheelchair accessible public transportation within the Town and County.
- Special needs children access Handibus for swimming program.
- 2016 Operational Deficit - \$8,242 – The Handibus Society makes up the shortages in their budget deficit with using prior year surplus, donations, fund raising and an increase in ridership.
- Casino is major fundraiser
- Current Fare - \$5.00 per trip each way
- Handibus Ridership – December 31, 2015
  - 6683 passengers
- 1309 wheelchairs (1216 medical appointments)
  - Daily stops at 3 Lodges and Walmart in morning and afternoon
    - 292 passengers - Willow Creek

- 425 passengers – Heart Haven
- 475 passengers – Paragon Place
- 286 passengers – Walmart
- Points West – by appointment only
  - 873 passengers
- Handivan purchased in September 2008 through a private estate donation, with the primary use to take seniors and handicapped passengers to any medical appointments within Alberta.
- Rates vary depending on destination.
  
- Handivan Ridership
  - 1216 passengers
  - Increase of 40% from last year
    - 111 on city medical trips
    - 51,476 km travelled (24,267 km medical to cities)
  - The van is also used for wheelchair passengers in the evening or on weekends in the Town and County.

It was noted that the Handibus will be working a casino in March 2016.

Members of Council expressed their great appreciation for the quality of life value that the Handibus (& van) provides to residents in our community on an affordable basis.

**Motion 16:01:21**

Moved by Councillor Campbell that the Town of Stettler Council accept the Stettler & District Handibus Society 2016 Operating Budget as presented, and further approves that a contribution to the Handibus Society in the amount of \$20,000 be included in the Town's 2016 Operating Budget.

MOTION CARRIED  
Unanimous

Respecting their request for additional funding, Town Council suggested that the Stettler & District Handibus Society firstly make an application to FCSS. It is Council's hope that FCSS will be able to find a way to provide some additional financial assistance in accordance with their mandate.

Mayor Richards thanked delegation members for attending the meeting and presenting their 2016 Stettler & District Handibus Society Budget.

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

- 8. **Minutes:** (a) None
- 9. **Public Hearing:** (a) None
- 10. **Bylaws:** (a) 2077-16 – Rezoning Bylaw C1 to R2A re: Request for Decision – Plan RN54, Block 7, Lot 25

Mayor Richards declared a conflict of interest due to business interest with property owner and left the room at 7:40 pm.

Deputy Mayor Sernecky assumed the chair.

Deputy Mayor Sernecky explained that Bylaw 2077-16 is a bylaw to amend Land Use Bylaw 2060-15. That Schedule "A" of Bylaw 2060-15 shall be and is hereby amended as follows:



- a. That Plan RN54, Block 7, Lot 25 be designated from C1 – Commercial Central to R2A – Residential Mixed.

**Motion 16:01:22**

Moved by Councillor Fischer that the Town of Stettler Council give first reading to Bylaw 2077-16 as presented.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Richards

Mayor Richards returned to the meeting at 7:45 pm and assumed the chair.

- (b) 2078-16 re: Borrowing Bylaw – Road/Pavement – Local Improvement

Mayor Richards explained that Bylaw 2078-16 is a bylaw authorizing the Council of the Municipality to incur Indebtedness by the issuance of debenture(s) in the amount of up to SIX HUNDRED FIFTEEN THOUSAND DOLLARS (\$615,000) for the purpose of constructing a ROAD/PAVEMENT LOCAL IMPROVEMENT (the "Project").

**Motion 16:01:23**

Moved by Councillor Brown that the Town of Stettler Council give first reading to Bylaw 2078-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:24**

Moved by Councillor Nolls that the Town of Stettler Council give second reading to Bylaw 2078-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:25**

Moved by Councillor Bachman that the Town of Stettler Council give permission for third and final reading to Bylaw 2078-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:26**

Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2078-16 as presented.

MOTION CARRIED  
Unanimous

- (b) 2079-16 re: Borrowing Bylaw – Water/Sewer – Local Improvement

Mayor Richards explained that Bylaw 2079-16 is a bylaw authorizing the Council of the Municipality to incur Indebtedness by the issuance of debenture(s) in the amount of up to FOUR HUNDRED THOUSAND DOLLARS (\$400,000.00) for the purpose of constructing a WATER AND SANITARY SEWER SERVICE LOCAL IMPROVEMENT (the "Project").

**Motion 16:01:27**

Moved by Councillor Sernecky that the Town of Stettler Council give first reading to Bylaw 2079-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:28**

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2079-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:29**

Moved by Councillor Brown that the Town of Stettler Council give permission for third and final reading to Bylaw 2079-16 as presented.

MOTION CARRIED  
Unanimous

**Motion 16:01:30**

Moved by Councillor Nolls that the Town of Stettler Council give third and final reading to Bylaw 2079-16 as presented.

MOTION CARRIED  
Unanimous

11. **Correspondence:** (a) None
12. **Items Added:** (a) None
13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.
14. **Adjournment:**

**Motion 16:01:31**

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

MOTION CARRIED  
Unanimous at 7:47 p.m.

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Mayor

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Assistant CAO