

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 6, 2007 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors S. Hurley, R. Peeples, D. Richards &
L. Thorogood

Director of Finance and Administration G. Switenky
Administrative Assistant S. Mayer

Press (2)

Absent: Councillors A. Campbell & G. Majeran
Town Manager, R. Stoutenberg

Call to Order: Mayor J. Hunter called the meeting to order at 6:30 p.m.

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

Motion 07:03:01 Moved by Councillor Richards to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on February 20, 2007

Motion 07:03:02 Moved by Councillor Peeples that the Minutes of the Regular Meeting of Council held on February 20, 2007 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the February 20, 2007 Minutes

(i) None

4. **Citizen's Forum:** (a) None

5. **Delegations:** (a) 6:30 P.M. – Leona Thorogood – Progressive Conservative Candidate

Councillor Thorogood excused herself from the Council table in order to address Council as a candidate for the Progressive Conservative nomination in the Drumheller-Stettler Constituency (due to the resignation of MLA, Shirley McClellan).

Leona Thorogood informed Council of her intention to seek the Provincial Progressive Conservative nomination in the Drumheller-Stettler Constituency and broadly outlined her priorities if successful.

L. Thorogood concluded her presentation and answered general questions.

Mayor Hunter thanked L. Thorogood for addressing Council as a candidate for the PC nomination in our constituency.

Councillor Thorogood reassumed her seat at the Council table.

6. **Administration:** (a) Memo re: C.J. Enterprises Development Timeline

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on this matter.

Acting Deputy Mayor Councillor Hurley assumed the chair.

Director of Finance and Administration G. Switenky reviewed a report prepared by Development Officer W. Holowachuk identifying the chronological sequence of events which eventually resulted in the Town attempting to disconnect the municipal utility services to a mobile home on an industrial site owned by D. Cumberland. (The report was requested by Council on February 20, 2007).

It was stated that D. Cumberland, in principle does not accept that there was any construction involved with the moving-in of his mobile home to warrant a Building Permit or justify the fee.

Discussion ensued regarding the purpose of a Building Permit/Inspection, consistency respecting Building Permits for moving-in mobile homes, Municipal Affairs (Public Safety Division) and Alberta Permit Pro both agree that a Building Permit is required, the relative cost to the applicant, and the need for clarity in communicating the entire development process to applicants.

Motion 07:03:03

Moved by Councillor Thorogood that the Town of Stettler Council considers that the moving-in of a mobile home does constitute construction for the purposes of requiring a Building Permit.

And that the Town of Stettler Council upholds the requirement for a Building Permit respecting the physical move-in of a (replacement) mobile home owned by D. Cumberland; Development Permit was approved as a discretionary use in an Industrial Land Use District by the Municipal Planning Commission on September 13, 2006;

And further to advise D. Cumberland that compliance to the satisfaction of the Town is required on or before March 26, 2007.

MOTION CARRIED

Unanimous with the abstention of Mayor Hunter

Motion 07:03:04

Moved by Councillor Thorogood that the Town of Stettler Council direct Administration to specifically identify the requirement for a Building Permit when a Development Permit is issued for clarity to the applicant.

MOTION CARRIED

Unanimous with the abstention of Mayor Hunter

Mayor Hunter returned to the meeting and reassumed the chair.

(b) Memo re: Waste Management – Fuel/Environmental Surcharge

Director of Finance and Administration G. Switenky reviewed the request from Waste Management (Residential Garbage Collection Contractor) for the payment of Fuel and Environmental Surcharges due to extraordinary cost increases (well beyond historical CPI).

Since September 2004 the Town has been invoiced for and paid an extra \$11,414.34 in surcharges to Waste Management. It was noted that monthly surcharge rates fluctuate depending on the national average price of fuel as reported by a recognized independent source.

It is the opinion of Administration that these surcharges lack proper authority in the original contract however are reasonably justified because of extraordinary cost increases due to world economic/governmental conditions that were not contemplated as being remotely necessary during original contract negotiations.

Discussion ensued regarding the 5 year term of the original contract (expiring in December 2008) and the importance of maintaining a good working relationship with Waste Management given the nature of the services they provide to the Town.

It was noted that Waste Management has a truck that is empty when it returns to Red Deer and recently they volunteered to haul cardboard waste to Red Deer from Stettler at no cost to the Town. This will eliminate tonnage from entering the landfill which is nearing its annual licensed capacity limit.

Motion 07:03:05

Moved by Councillor Thorogood that the Town of Stettler Council acknowledges that Waste Management in the direct supply of contracted residential garbage collection services to the Town has experienced extraordinary cost increases beyond their control due to world economic/governmental conditions and further authorizes retroactively and subsequently the payment of reasonable Fuel/Environmental Surcharges to Waste Management on the condition that Administration is able to negotiate some enhanced benefits at no cost to the Town for the remainder of the contract term.

MOTION CARRIED
Unanimous

(c) Memo re: Truck Tender

Director of Finance and Administration G. Switenky noted that three tenders were received for the purchase of a 2007 ½ ton 4x4 as follows:

Stettler Dodge	\$24,762.66
Stettler GM	\$25,440.00
Swallow Ford	\$26,600.70

This truck is a new addition to the Town's fleet and will be initially used by water department staff to perform regional services/duties.

The 2007 Capital Budget allocates \$30,000 towards the purchase of this truck.

Motion 07:03:06

Moved by Councillor Richards that the Town of Stettler Council accept the low bid from Stettler Dodge in the amount of \$24,762.66 (tax in) for the purchase of a 2007 4x4 Dodge ½ ton.

MOTION CARRIED
Unanimous

(d) Memo re: Ice Resurfacer Tenders

Director of Finance and Administration G. Switenky noted that three tenders were received for the purchase of a new ice resurfacing machine, net of trade-in as follows:

Olympia	\$90,249.46
Zamboni 520	\$91,375.20
Zamboni 440	\$89,448.10

The Town's existing unit is a Zamboni 440 and the arena operators are very comfortable with the performance and size of this machine, given tight storage constraints in the facility.

The 2007 Capital Budget allocates \$110,000 towards the purchase of a new ice resurfacing unit.

It was noted that the Town currently has approximately 20 replacement blades (approximately \$300 per blade) for the Zamboni 440 which would not have to be replaced.

Discussion ensued regarding the comparable size of the alternative machines and the possibility of selling the old Zamboni separately because of the relatively small Trade-in value offered by the suppliers.

Motion 07:03:07

Moved by Councillor Thorogood that the Town of Stettler Council accept the low bid, net of trade value and including required options from Industrial Machine Inc. in the amount of \$89,448.10 (tax in) for the purchase of a new Zamboni 440 ice resurfacing machine.

MOTION CARRIED
Unanimous

(e) Town Manager's Report

Motion 07:03:08

Moved by Councillor Peeples that the Town of Stettler Council approve the Town Manager's Report for the month of February as presented.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$202,706.86

Motion 07:03:09

Moved by Councillor Hurley that Accounts Payable for the period ending March 1, 2007 in the amount of \$202,706.86 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:** Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Feb 21 - Meeting with Kevin Taft, Liberal MLA.
- Feb 22 - Spoke to Grade 6 classes.
- Feb 23 - Town Office Duties.
- Joint Town/School Meeting.
- Feb 26 - Meeting with School Board.
- Meeting with Red Deer College.
- Meeting with Steve Wilford.
- Mar 2 - Town Office duties.
- Mar 4 - Attended Shirley McClellan retirement in Hanna.

(b) Councillor Campbell

- No report – absent from meeting.

(c) Councillor Hurley

- Jan 8 - Norma Byers Retirement.
- Jan 22 - FCSS Meeting.
- Jan 23 - Strategic Planning Session.
- Feb 12 - Red Deer College Meeting.
- Mar 5 - Ongoing communications with the Physicians.

(d) Councillor Majeran

- No report - Absent from Meeting.

(e) Councillor Peeples

- Feb 21 - Meeting with Kevin Taft & David Swann, Liberal MLA on municipal issues.
- Meeting with Keith Ryder and Liberal MLA's on water issues for the Red Deer River.
- Mar 2 - Waste Management Meeting.

(f) Councillor Richards

- Feb 23 - Ambulance Board Meeting.
- Meeting with County re: Annexation.

(g) Councillor Thorogood

- Feb 26 - Appreciation lunch for Shirley McClellan at the Tyrell Atco Learning Centre.
- Feb 28 - Stettler Hospital Foundation Meeting.
- Mar 1 - Heartland Beautification Meeting.

8. **Minutes:** (a) Highway 21 Community Initiatives Meeting of January 22, 2007
(b) Trail of the Buffalo Tourism Association Meetings of January 18 & February 15, 2007

Motion: 07:03:10

Moved by Councillor Thorogood that the Minutes, items 8(a) & 8(b) be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearings:** (a) None

10. **Bylaws:** (a) None

11. **Correspondence:** (a) WCB re: PIR Refund for 2005

Director of Finance and Administration, G. Switenky advised that the Town has received \$4,983.38 from the WCB representing a PIR program refund for 2005 (20% of the premium paid). The Town was provided this refund because it achieved a Certificate of Recognition status in 2006.

- (b) DTHR re: Health Symposiums

Director of Finance and Administration, G. Switenky advised that the Town Manager and two representatives from Council are invited to the spring Health Symposiums sponsored twice annually by the David Thompson Health Region. The closest symposium will be held in Coronation on April 19th, 2007. The primary topic for the spring symposiums will be Seniors Health.

Council Members interested in attending are required to complete a registration form and return it to the Town Office. Councillors Hurley and Richards have attended in the past.

- (c) Alberta Capital Finance Authority

Director of Finance and Administration, G. Switenky advised that the Town has received the agenda for the Annual General Meeting of the Alberta Capital Finance Authority to be held on Thursday, March 15th, 2007 in Edmonton.

The Alberta Capital Finance Authority requires a resolution of Council appointing a person to represent and vote the Town's shares, if necessary.

It is customary practice to authorize Town Manager, R. Stoutenberg to attend the Annual General Meeting of the Alberta Capital Finance Authority. It was stated that the meeting usually includes a very topical, relevant and knowledgeable guest speaker. The luncheon also provides a worthwhile administrative networking opportunity.

Motion 07:03:11

Moved by Councillor Hurley that Town Manager, R. Stoutenberg, or designee, be appointed to represent and vote the shares of the Town of Stettler at the Annual General Meeting of the Alberta Capital Finance Authority to be held on March 15, 2007 in Edmonton.

MOTION CARRIED
Unanimous

(d) Alberta Environment re: Water Act Application for License

Director of Finance and Administration, G. Switenky reported that the Water License application for a proposed large scale development near Balzac remains under review by the Honorable Rob Renner, Minister of the Environment. The Minister has requested the Alberta Water Council to review the Province's current approach to water management with respect to the movement of water between sub-basins within the same major basin.

There has been considerable public concern/opposition expressed by municipalities in the Red Deer Region with respect to the movement of significant quantities of water from the Red Deer River sub-basin to the Bow River sub-basin.

The Alberta Water Council is expected to provide its recommendation to the Minister in the fall of 2007.

(e) Alberta Minister of Municipal Affairs and Housing

Director of Finance and Administration, G. Switenky reported that the regional partnership application for a grant under the 2006 Municipal Sponsorship Program has been approved in the amount of \$218,414.63. The conditional grant is to support a Regional Emergency Services Communications Upgrade. The County of Stettler is the managing partner for this project.

(f) Agriculture & Food Council

Director of Finance and Administration, G. Switenky highlighted that the Agriculture and Food Council will hold a public consultation session in Stettler on March 8th, 2007 to verify and elaborate on findings included in their reports on land use and environmental stewardship.

Motion: 07:03:12

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

MOTION CARRIED
Unanimous

12. Additions:

(a) None

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

Motion 07:03:13

Moved by Councillor Richards that the Town of Stettler Council proceed into an In-Camera Session with the Director of Finance & Administration and Development Officers (2) present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 7:40 p.m.

Motion 07:03:14

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

MOTION CARRIED
Unanimous at 8:52 p.m.

14. **Adjournment:**

Motion 07:03:15

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

MOTION CARRIED
Unanimous at 8:52 p.m.

Mayor

Director of Finance & Administration