

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, APRIL 15, 2008 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, D. Garbutt, R. Peebles, D. Richards &  
L. Thorogood  
  
Town Manager R. Stoutenberg  
Director of Finance & Administration G. Switenky  
  
Press (2)

**Absent:** Councillor D. Dennis

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

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

**Motion 08:04:18** 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 April 1, 2008

**Motion 08:04:19** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on April 1, 2008 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the April 1, 2008 Minutes

None

(c) Minutes of the Committee of the Whole Meeting held April 8, 2008

**Motion 08:04:20** Moved by Councillor Thorogood that the Minutes of the Committee of the Whole Meeting held on April 8, 2008 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the April 8, 2008 Committee Minutes

None

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

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

6. **Administration:** (a) Memo re: Water Supply & Water Transfer Station Agreements

Town Manager, R. Stoutenberg noted that the above agreements outline the terms of the Town's relationship with the Shirley McClellan Regional Water Services Commission (SMRWC) and are similar to the supply agreement with the Hwy 12/21 Commission.

The Water Supply Agreement was approved in principle by Town Council in 2007 and has been reviewed by the Town's solicitor.

The Transfer Station Agreement was modeled after the water supply agreement but changed to reflect the needs of both groups in operating the Transfer Station. The terms and conditions were negotiated by Councillors Campbell, Dennis & Peebles in consultation with Blair Birch of Associated Engineering.

It was noted that the term/length of both Agreements is for 30 years and recognizes that both parties are responsible for obtaining required Provincial approvals/licenses to authorize withdrawal of water from the Red Deer River for their own needs.

The introduction of the Water Supply Agreement acknowledges that the Town owns and manages the distribution, treatment and transmission assets of the Town of Stettler Water Department used to provide water services; and the SMRWSC wishes to purchase water from the Town and the Town wishes to sell and deliver water to the SMRWSC; and that both parties recognize that conservation of water resources is an important goal.

The introduction of the Water Transfer Site Agreement acknowledges that the Town owns and operates a regional water treatment system which provides water to the Town and to the SMRWSC; and that the Town has entered into a Water Supply Agreement with the SMRWSC whereby the Town has agreed to supply the Commission with treated water; and that the SMRWSC intends to construct a water transmission transfer station to better deliver water to its members and the Town of Stettler and will be required to borrow funds through debenture borrowing to do so; and that the Town desires access to the Commission's Water Transfer Station to better distribute water to its residents, and that the Water Transfer Station will be owned by the SMRWSC.

Discussion ensued regarding clarification of various terms and conditions (in both Agreements) which will be used to govern our long term relationship with the SMRWSC.

Town Manager R. Stoutenberg stated that there now needs to be a resolution of Council executing both Agreements.

**Motion 08:04:21**

Moved by Councillor Peeples that the Town of Stettler Council execute the Water Supply Agreement and Water Transfer Site Agreement as presented with the Shirley McClellan Regional Water Services Commission.

MOTION CARRIED  
Unanimous

- (b) Requested for Input re: Annual Appraisal – Director of Parks & Leisure (Input requested by April 19, 2008)

Town Manager, R. Stoutenberg explained that he is requesting input for the annual appraisal of the Director of Parks & Leisure by April 19, 2008.

- (c) Memo re: Community Hall Upgrading/New Chair Tender

Town Council reviewed the memorandum from Lee Penner, Director of Parks & Leisure Services regarding the Community Hall Upgrading and new chair tender.

Four tenders were received for 500 new chairs as follows:

Wells Furniture	\$146 plus GST	\$73,000
Farage Metal Furniture Ltd.	\$103 plus GST	\$51,500
Campus Supply Company	\$ 64 plus GST	\$33,250
First Choice Chairs Ltd.	\$ 53.50 plus GST	\$30,250
(3/4" steel back not specified 7/8" steel back)		

Council reviewed the items completed to date at the Community Hall and the estimated costs of items remaining to be completed.

Discussion ensued regarding the quality of chair being recommended for purchase. It was noted that the chair is designed well and is constructed using good materials; it should be very durable.

**Motion 08:04:22**

Moved by Councillor Campbell that the Town of Stettler Council approve the purchase of Community Hall chairs from Campus Supply Company at a cost of \$33,705.00 plus GST.

MOTION CARRIED  
Unanimous

- (d) May Newsletter Items
- Town of Stettler Census – May 26, 2008
  - Heartland Beautification Committee Garden Tour & Plant Exchange
  - Toxic Roundup – June 5
  - Stettler Annual Art Walk – May 31

- (e) Statement of Revenue & Expenses as of March 31, 2008

**Motion 08:04:23**

Moved by Councillor Richards that the Statement of Revenue & Expenses as of March 31, 2008 be accepted as presented.

MOTION CARRIED  
Unanimous

(f) Statement of Capital Activity as of March 31, 2008

**Motion 08:04:24**

Moved by Councillor Thorogood that the Statement of Capital Activity as of March 31, 2008 be accepted as presented.

MOTION CARRIED  
Unanimous

(g) Accounts Payable in the amount of \$587,746.63

**Motion 08:04:25**

Moved by Councillor Peeples that Accounts Payable for the period ending April 9, 2008 in the amount of \$587,746.63 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- April 4 - Town office duties.
- April 8 - DTHR Meeting.  
- Committee of Whole Meeting.
- April 11 - Town office duties.  
- MLA Meeting.

(b) Councillor Campbell

- April 8 - Committee of the Whole Meeting.
- April 11 - Worked shift at Trade Show.  
- MLA Meeting.

(c) Councillor Dennis

- No report – absent from meeting.

(d) Councillor Garbutt

- April 3 - Beautification Committee Meeting.
- April 8 - Board of Trade Meeting.  
- Committee of the Whole Meeting.
- April 12 - Worked shift at Trade Show.

(e) Councillor Peeples

- April 8 - Committee of the Whole Meeting.
- April 11 - Trade Show Meeting at Town Booth.  
- MLA Meeting.  
- Worked shift at Trade Show.
- April 13 - Worked shift at Trade Show.

(f) Councillor Richards

- April 8 - Committee of the Whole Meeting.
- April 8 - Board of Trade Meeting with DTHR.
- April 9 - Sports Field Fundraising Committee.
- April 11 - MLA Meeting.
- April 12 - Worked shift at Trade Show.

(g) Councillor Thorogood

- April 3 - Beautification Committee Meeting.
- April 8 - Board of Trade Meeting with DTHR.
- April 8 - Committee of the Whole Meeting.
- April 11 - Town Booth orientation.
- April 11 - MLA Meeting.
- April 11 - Worked admission at Trade Show.
- April 12 - Worked shift at Trade Show.
- April 13 - Worked shift at Trade Show.

8. **Minutes:**

- (a) Heartland Beautification Committee Meeting of April 3, 2008
- (b) Regional Fire Commission Meeting of March 28, 2008

**Motion 08:04:26**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) None

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Personnel Matter
- (b) Mediation re: Annexation

**Motion 08:04:27**

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

MOTION CARRIED  
Unanimous at 7:02 p.m.

Councillor D. Garbutt temporarily departed the In-Camera Session at 7:02 p.m.

Councillor D. Garbutt returned to the In-Camera Session at 7:22 p.m.

**Motion 08:04:28**

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

MOTION CARRIED  
Unanimous at 9:00 p.m.

14. **Adjournment:**

**Motion 08:04:29**

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

MOTION CARRIED  
Unanimous at 9:00 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Finance & Administration