

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 17, 2012 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood,
P. Simons & S. Wildeboer

CAO R. Stoutenberg
Assistant CAO G. Switenky

Press (1)

Absent: None

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

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

Motion 12:04:14 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 April 3, 2012

Motion 12:04:15 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on April 3, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the April 3, 2012 Meeting Minutes

Discussion ensued regarding the Town's consideration of a Community Standards Bylaw as proposed by the RCMP Sgt. D. Babchuk.

(c) Minutes of the Committee of the Whole Meeting held April 10, 2012

Motion 12:04:16 Moved by Councillor Thorogood that the Minutes of the Committee Meeting of Council held on April 10, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the April 10, 2012 Meeting Minutes

None

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

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

6. Administration: (a) Committee Recommendations

1. Memo re: Stettler Alliance Church

Brief discussion ensued regarding Council's responsibility to uphold the Town's current Land Use Bylaw at this time, and under the circumstances with respect to future Highway Commercial Zoning uses.

It was noted that Council is optimistic that a solution (that works) for the Church as well as for the preservation of valuable commercial highway frontage will be found in a reasonable amount of time.

Discussion continued regarding the various options available for the Stettler Alliance Church to explore.

Motion 12:04:17

Moved by Councillor Thorogood that the Town of Stettler Council, at this time does not support amending the Land Use Bylaw to accommodate Public Assembly within Highway Commercial zones, and therefore directs Town of Stettler Administration to meet with the Stettler Alliance Church to present preferred potential relocation options for their consideration. And further encourages the Stettler Alliance Church to initiate research of these locations and other opportunities in the private sector, as well as the possible sale of their valuable/prime existing highway commercial property.

MOTION CARRIED (6-1)
Opposed: Councillor Campbell

2. Memo re: Site Contour and Future Meadowlands Park Planning

CAO R. Stoutenberg explained the need and purpose for pre-planning this future parkland area estimated at a cost of between \$10,000 and \$15,000.

Discussion ensued respecting the setting of an appropriate budget to properly undertake this planning/survey work.

Motion 12:04:18

Moved by Councillor Fischer that the Town of Stettler Council table this item to allow further cost information to be quantified.

MOTION CARRIED
Unanimous

3. Stettler Curling Club

CAO R. Stoutenberg explained that CJ Enterprises of Stettler is willing to donate a defibrillator unit to the Stettler Curling Club to be shared seasonally with the Stettler Golf & Country Club. The Clubs have requested that the unit be donated to the Town from a community use perspective.

Motion 12:04:19

Moved by Councillor Thorogood that the Town of Stettler accepts a Powerheart AED, Cardiac Science, Serial No. 362623 defibrillator from CJ Enterprises of Stettler valued at between \$1700 and \$2000, and on behalf of CJ Enterprises of Stettler donate the unit, "As is" to the Stettler Curling Club.

And further supports this donation subject to the written communication and acceptance that the Stettler Curling Club is solely responsible for initially determining and maintaining the working/operational condition, and mechanical functionality of the defibrillator unit in an appropriate manner so as to be suitable for the intended purposes; otherwise for safety purposes the Club must not allow the unit to be available for use.

MOTION CARRIED
Unanimous

(b) Memo re: CAEP and Canadian Badlands Appointments

CAO, R. Stoutenberg advised that as former Executive Director Keith Ryder has officially resigned from the Stettler Regional Board of Trade & Community Development, it now leaves two appointments open for Town of Stettler representation as follows:

1. Business Representative to CAEP
2. Shareholder Representative to the Canadian Badlands Group

New Executive Director Aubrey Brown has expressed an interest to sit as a representative on both CAEP and the Canadian Badlands Group. We would welcome his participation and feel he would be an asset on these Boards.

Motion 12:04:20

Moved by Councillor Bachman that the Town of Stettler Council appoint Aubrey Brown as a Town of Stettler Business Representative to CAEP and a Town of Stettler Shareholder Representative to the Canadian Badlands Group.

MOTION CARRIED
Unanimous

(c) Induction into the Alberta Sports Hall of Fame – Barb Clark

Mayor Richard explained that he is planning to attend this function honoring former Stettler citizen, Olympic Medalist in Swimming, and new Alberta Sports Hall of Fame Inductee Barb Clark.

CAO R. Stoutenberg explained that the County of Stettler has also agreed to cost-share an ad in the program with the Town.

It was mutually concluded that Mayor Richards will attempt to fill a table at this event to show our community support and appreciation for her accomplishments.

Mayor Richards requested Administration to research the process for nominating someone for induction into the Alberta Sports Hall of Fame.

(d) Financial Statements as of December 31, 2011

Assistant CAO G. Switenky presented and reviewed the financial results included in the Town's 2011 Consolidated Financial Statements and 2011 Municipal Financial Information Return.

In addition, the following documents were presented for Council's review: the Independent Auditors' Reports (2), a Statement of Independence by the Auditor, a Management Letter to Council, and a Statement of audit aspects believed to be of interest to Council.

Both Auditors' Reports state that in the Auditors' opinion the Financial Statements present fairly, in all material respects, the financial position of the Town of Stettler at December 31, 2011, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for municipal governments, and/or in accordance with accounting principles prescribed by the Minister of Alberta Municipal Affairs.

It was highlighted for Council's information that there were no concerns identified by the Auditors within their Management Letter.

Assistant CAO G. Switenky explained that the Town's operating and capital budgets are not prepared in accordance with GAAP rather they are prepared and presented separate from each other, and follow a modified cash method. For budget purposes a modified cash method, including reserve/fund transfers, is used because the underlying purpose of municipal budgeting is to calculate and impose taxes on property rather than to report "Consolidated" organizational financial results. However he noted that approved budget figures are required to be included on the audited consolidated statements for comparative purposes.

Assistant CAO G. Switenky specifically highlighted and interpreted the Consolidated Statement of Financial Position as well as Schedule 1 – Changes in Accumulated Surpluses. It was also noted that the Notes to the Financial Statements provide a lot of valuable information.

Motion 12:04:21

Moved by Councillor Fischer that the Town of Stettler Council accept the 2011 Consolidated Financial Statements and the Municipal Financial Information Return for the Year Ended December 31, 2011 as presented, including correspondence from the Auditor as follows:

1. A statement communicating the independence of the Auditor.
2. A statement of audit aspects believed to be of interest to Council.
3. A Management Letter dated April 17, 2012.
4. The Auditors' Report on the 2011 Consolidated Financial Statements, dated April 17, 2012.
5. The Auditors' Report on the 2011 Municipal Financial Information Return dated April 17, 2012.

MOTION CARRIED
Unanimous

- (e) Statement of Revenue & Capital Activity as of March 31, 2012

Assistant CAO G. Switenky highlighted the Town's current financial results to the end of March 2012.

Motion 12:04:22

Moved by Councillor Wildeboer that the Town of Stettler accept the Statement of Revenue & Capital Activity as of March 31, 2012 as presented.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$266,230.62

Motion 12:04:23

Moved by Councillor Bachman that Accounts Payable in the amounts of \$79,687.58 and \$186,543.04 for the period ending April 12, 2012 for a total amount of \$266,230.62 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Apr 5 - Town Office cheque signing.
- Lunch with Wildrose Alliance Rick Strankman.

(b) Councillor Bachman

- Apr 12 - Library Board Meeting.
- Apr 13 - Met with Danielle Smith.
 - Trade Show lunch.
- Apr 14 - Trade Show shift.
- Apr 16 - Family Counselling Meeting.

(c) Councillor Campbell

- Apr 10 - Committee Meeting.
- Apr 13 - Trade Show lunch.
 - Rodeo Meeting
- Apr 14 - Trade Show shift.

(d) Councillor Fischer

- Apr 5 - Met with Theresa re: FCSS facility.
 - Campus Alberta Meeting.
- Apr 10 - Committee Meeting.
- Apr 13 - Trade Show lunch and shift.
- Apr 15 - Trade Show shift.

(e) Councillor Simons

- Apr 5 - Beautification Meeting.
- Apr 10 - Committee Meeting.
- Apr 15 - Trade Show shift.

(f) Councillor Thorogood

- Apr 10 - Committee Meeting.
- Apr 13 - Town Office cheque signing.
 - Call from Doctor re: recruitment/retention requesting an executive meeting.
 - Trade Show shift.

(g) Councillor Wildeboer

- Apr 5 - Beautification Meeting.
- Apr 10 - Committee Meeting.

- Apr 13 - Met with Stettler Alliance Church Pastor.
- Trade Show lunch.
- Apr 14 - Trade Show shift.
- Apr 16 - Museum Annual General Meeting.

8. **Minutes:** (a) Stettler Waste Management Authority Meeting of March 9, 2012

Motion 12:04:24

Moved by Councillor Simons that the Town of Stettler Council accept the minutes, items 8(a) as presented.

MOTION CARRIED
Unanimous

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

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

11. **Correspondence:** (a) Wetaskiwin Times Article re: Garbage Pickup
(b) Moving Continuing Care Centres Forward
(c) Municipal Law Bulletin

Motion 12:04:25

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

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) Letters & Response from Alberta Animal Services re: Weeds & Derelict Property

Motion 12:04:26

Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the CAO & Assistant CAO present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 7:17 p.m.

Motion 12:04:27

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

MOTION CARRIED
Unanimous at 7:28 p.m.

14. **Adjournment:**

Motion 12:04:28

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

MOTION CARRIED
Unanimous at 7:28 p.m.

Mayor

Assistant CAO