

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 2, 2013 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

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

CAO R. Stoutenberg
Assistant CAO G. Switenky
Executive Director, Stettler Regional Board of Trade, A. Brown
Director of Parks & Leisure Services L. Penner

Press (2)

Absent: Councillor P. Simons

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

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

Motion 13:04:01 Moved by Councillor Bachman to approve the agenda as presented with the following addition:

12(a) Memo re: SRC Upgrading – Entryway Design Revision

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held March 19, 2013

Motion 13:04:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on March 19, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 19, 2013 Meeting Minutes

None

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

5. **Delegations:** (a) 6:45 P.M. – Stettler Storm re: 2013 Hockey Alberta Bantam A Provincial Champions

This item was dealt with later in the meeting.

(b) 7:00 P.M. – Stettler Midget Storm re: 2013 Hockey Alberta Midget B Provincial Champions

This item was dealt with later in the meeting.

(c) 7:30 P.M. – Stettler RCMP Sgt. Duncan Babchuk re: 2013 RCMP Service Goals

This item was dealt with later in the meeting.

6. Administration: (a) Memo re: Industrial Subdivision Sewer Extension

CAO R. Stoutenberg advised that when Canerector proposed their development (within the County growth area) in 2011 they requested to connect to the Town's utility services. Administration explored the possibility of coordinating construction work to benefit both the Town and the developer. Currently there is no sanitary main on 47 Avenue in the East Industrial area.

As future utility connectivity/expansion is beneficial Council approved this extension in the 2012 Capital Budget at \$110,000 (Town's share); which was ultimately carried forward to 2013.

The project work would consist of connecting to the existing low pressure sanitary system and extending it along the north ditch of 47 Avenue up to 38 Street. The developer would be required to bore under 38 Street and extend the main to their property. At this time the Town would install service tees for future connections on the main. If businesses are interested in connecting, work will be completed according to Town policy, by Town forces, at the time when application is made.

Administration agreed that the entire project was to be tendered by the developer.

Urban Dirtworks was the successful low bidder on the project. The Town's portion of the costs will be less than budget at \$78,500.00 including contingency, mobilization, and engineering fees. Construction is expected to occur this spring/summer.

Payment to developer will be made when an approved Construction Completion Certificate is issued under the development agreement by the Town and County.

Discussion ensued regarding the value of this project relative to the area. It was noted that the pricing received is favorable when compared to similar projects in prior years.

Motion 13:04:03

Moved by Councillor Thorogood that the Town of Stettler Council approve the low pressure sanitary main extension along the north ditch of 47 Avenue up to 38 Street, and the reimbursement to the developer of an appropriate Town share based on actual construction costs to a maximum amount of \$80,000.

MOTION CARRIED
Unanimous

(b) Alberta Capital Finance Authority (ACFA)

CAO R. Stoutenberg advised that the Town has received the agenda for the Annual General Meeting of the Alberta Capital Finance Authority to be held on Thursday, April 25th, 2013 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 CAO, R. Stoutenberg to attend the Annual General Meeting of the Alberta Capital Finance Authority. It was stated that the meeting usually includes a topical, relevant and knowledgeable guest speaker. The luncheon also provides a worthwhile administrative networking opportunity.

Discussion ensued regarding whether this meeting would be beneficial for the Assistant CAO to attend as well. It was mutually agreed and supported that both Administrators be authorized to attend, if their schedules permit.

Motion 13:04:04

Moved by Councillor Campbell that CAO 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 Thursday, April 25, 2013 in Edmonton.

MOTION CARRIED
Unanimous

(c) Stettler Public Library – Bylaw Revisions

CAO R. Stoutenberg advised that the Stettler Public Library was established by Bylaw 817 following a vote of the electors back in 1956.

The establishment and authority for the operation of public Libraries falls under the jurisdiction of *The Alberta Libraries Act*. Although local Libraries are administratively governed by external Boards, these appointed Boards are accountable to (establishing) local municipalities for a few matters that must have ultimate municipal approval.

Council referred to an attached pamphlet Municipal Council Roles and Responsibilities concerning Municipal Library Boards in Alberta. In summary, the six Council roles are: Establishment, Appointing Boards, Providing Funding, Approving Financial Reviews, Approving Bylaws and Determination whether to belong to a Regional Library System.

The Library Board has recently reviewed its primary Operating Bylaw and upon completion must request the establishing municipalities to approve or disapprove the resulting new Bylaw (or any amendments thereto).

Discussion ensued respecting clarification of some fee provisions in the new Bylaw.

Motion 13:04:05

Moved by Councillor Bachman that the Town of Stettler Council approve the Bylaw of the Stettler Public Library dated February 2013 as substantively presented.

MOTION CARRIED
Unanimous

(d) Battle River Watershed Alliance

CAO R. Stoutenberg advised that the Battle River Watershed Alliance (BRWA) is requesting voluntary financial support for a new educational awareness event called Rolling Down the River 2013.

Bicyclers will be riding 500 km across the watershed stopping each day at a school or community event to raise awareness for healthy watersheds and healthy bodies. They seek to raise approximately \$15,000 to recover the costs associated with this event.

Further investigation has shown that a typical contribution from their members to the BRWA is based on \$.50 per capita. The Town does appoint a representative to the BRWA but to date has not made any financial contributions.

The Town's source of potable water is the Red Deer River. However the Town's treated effluent is discharged northward into Red Willow Creek (within the BRWA area).

The Town does financially contribute as a member of both the Red Deer River Watershed Alliance (at \$0.50 per capita) and the Red Deer River Municipal Users Group (at \$0.25 per capita).

There is no recommendation from Administration regarding the request from the BRWA to financially support their education awareness promotion - Rolling Down the River 2013.

Discussion ensued regarding whether the Town's fundraising Policy would allow support for this type of initiative. It was mutually agreed and supported that the Town of Stettler does not provide any funding towards this promotional initiative under the circumstances.

Motion 13:04:06

Moved by Councillor Thorogood that the Town of Stettler Council accept the voluntary funding request from the BRWA for information purposes.

MOTION CARRIED
Unanimous

(e) CAO Report

CAO R. Stoutenberg highlighted the CAOs monthly organizational report to Council.

Motion 13:04:07

Moved by Councillor Wildeboer that the Town of Stettler Council accept the CAO Report for the month of March as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 6:45 P.M. – Stettler Storm re: 2013 Hockey Alberta Bantam A Provincial Champions

Team players from the Stettler Storm Bantam A Hockey team with coaches and parents entered the meeting at approximately 6:45 p.m.

Mayor Richards welcomed Stettler 2013 Hockey Alberta Bantam A Provincial Champion players, coaches and parents to the meeting.

Mayor Richards congratulated the Stettler Storm Bantam A Hockey team for winning the 2013 Hockey Alberta Bantam A Provincial Championships recently held in Stettler, AB.

Head Coach Rory Rost introduced the players, coaches and manager in attendance, and noted that two players were unable to attend. He further thanked his manager, assistant coaches, players and parents for their support throughout the year.

Mayor Richards thanked the players, coaches and parents for representing Stettler with class, and for their effort in bringing home the championship. He further acknowledged and commended Apryl Cassidy and her local hosting committee for a job extremely well done.

Mayor Richards presented the Stettler Storm Bantam A Hockey coaches and players with a certificate recognizing their achievement and success.

Mayor Richards temporarily recessed the meeting at 6:46 p.m. to allow Council Members to individually congratulate and speak to the players, coaches and parents in attendance. Group photos with the Championship Banner were taken.

Snacks and refreshments were provided.

Delegation members departed the meeting at 6:59 p.m.

Mayor Richards reconvened the meeting at 6:59 p.m.

(b) 7:00 P.M. – Stettler Storm re: 2013 Hockey Alberta Midget B Provincial Champions

Team players from the Stettler Midget A Storm Hockey team with coaches and parents entered the meeting at approximately 7:00 p.m.

Mayor Richards welcomed Stettler 2013 Hockey Alberta Midget B Provincial Champion players, coaches and parents to the meeting.

Mayor Richards congratulated the Stettler Storm Midget Hockey team for winning the 2013 Hockey Alberta Midget B Provincial Championships held recently in Provost, AB.

Head Coach Matt Cassidy thanked his manager, assistant coaches, players and parents for their support throughout the year.

Mayor Richards thanked the players, coaches and parents for representing Stettler with class, and for their effort in bringing home the championship.

Mayor Richards presented the Stettler Storm Midget A Hockey coaches and the team members with a certificate recognizing their achievement and success.

Mayor Richards temporarily recessed the meeting at 7:03 p.m. to allow Council Members to individually congratulate and speak to the players, coaches and parents in attendance. Group photos with the Championship Banner were taken.

Snacks and refreshments were provided.

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

Mayor Richards reconvened the meeting at 7:08 p.m.

6. **Administration Con't:** (f) Accounts Payable in the amount of \$301,013.78

Motion 13:04:08

Moved by Councillor Bachman that Accounts Payable in the amounts of \$177,096.97 & \$177,096.97 for the period ending March 28, 2013 for a total amount of \$301,013.78 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

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

(a) Mayor Richards

- Mar 14 - Bantam Provincial Opening Ceremonies.
- Mar 23 - Town Office.
- Mar 24 - Kinettes Dueling Piano Fundraiser.
- Mar 30 - Town Office.

(b) Councillor Bachman

- Mar 20 - Library Meeting re: Audit.
- Mar 26 - Stettler Ag. Society Meeting.

(c) Councillor Campbell

- Mar 22 - Red Deer River Watershed Alliance Meeting in Rosebud.
- Mar 26/28 - Canadian Badlands AGM in Medicine Hat.
- Mar 30 - Filled tires on Cold Lake for geese nesting.

(d) Councillor Fischer

- Mar 21 - Campus Alberta Meeting.
- Mar 22 - Regional Waste Management Meeting.
- Mar 25 - FCSS Strategic Planning Meeting.
- Mar 28 - Brownfield Webinar.

(e) Councillor Simons

- No report – absent from meeting.

(f) Councillor Thorogood

- Mar 25 - Ambulance Authority Meeting.

(g) Councillor Wildeboer

- Mar 23 - Brought Greetings at the Royal Order of Purple.

8. **Minutes:** (a) Airport Board Meeting of March 15, 2013

Discussion ensued regarding the Town's new involvement in operating the Airport.

(b) Heartland Beautification Meeting of March 7, 2013

Motion 13:04:09

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

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) Chamber Charges City has Flawed Budget Process
(b) Workers' Compensation Board re: National Day of Mourning – April 28
(c) 2012 Municipal Affairs Population List
(d) Legal Communiques re: Identification Requirements for Voting
(e) Email re: Congratulations to Stettler Storm – Peewee Provincials
(f) Building a Stronger Tourism Industry in the Canadian Badlands

Motion 13:04:10

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Memo re: SRC Upgrading – Entryway Design Revision

Director of Parks & Leisure Services L. Penner explained that at the last Site Meeting on March 11th, 2013 John Hull Architects came up with a new design change for the front entrance.

Visual pictures of the new designs were reviewed.

It was noted that this change is estimated to increase the cost by \$20,000.00.

Director of Parks & Leisure Services L. Penner explained that this design change has the following advantages:

- Very clean attractive view from the parking lot.
- More square footage in the Library.
- More space in the front entrance.
- Less unused space on the outside that collected snow and leaves.

Discussion ensued regarding the larger areas on both floors and the aesthetic improvements with respect to this relatively affordable design change.

Motion 13:04:11

Moved by Councillor Campbell that the Town of Stettler Council approve the SRC entryway design revisions as substantively presented with an estimated cost of an additional \$20,000.

MOTION CARRIED
Unanimous

5. Delegations: (c) 7:30 P.M. – Stettler RCMP Sgt. Duncan Babchuk re: 2013 RCMP Service Goals

Stettler RCMP Sgt. Duncan Babchuk & Cpl. Cam Russell entered the meeting at 7:30 p.m.

Mayor Richards welcomed Stettler RCMP Sgt. Duncan Babchuk & Cpl. Cam Russell to the meeting.

Sgt. D. Babchuk highlighted the goals and objectives that have been selected based on the majority of complaints received throughout the 2012/13 fiscal year.

Sgt. D. Babchuk explained that the objectives and goals are a performance management tool most commonly utilized in the RCMP at the Detachment and Unit levels. This standardized reporting system encourages horizontal and vertical alignment with National, Divisional and District plans and priorities. The system allows the RCMP to tailor its services to contract (municipal) partners, often in support of specific areas such as crime reduction, community policing and integrated policing.

The following local objectives were reviewed with Members of Council:

Objective #1 – Contribute to Safe Roads through Traffic Regulation Enforcement

Objective #2 – Reduce the Abuse of Alcohol

Objective #3 – Reduce Property Crimes

Objective #4 – Reduce Substance Abuse Drugs

Discussion ensued regarding various aspects associated with prioritizing and focusing on these objectives.

Sgt. D. Babchuk also requested that should Council determine that additional local priorities are desired, he would be pleased to add them to the list of Objectives.

Sgt. D. Babchuk also reminded Council that he continues to support the establishment of a Municipal Community Standards Bylaw.

Cpl. C. Russell highlighted that local enforcement bylaws provide additional valuable tools for the RCMP to address the following specific concerns:

- Fighting/Loitering
- Graffiti
- Spitting/Urinating

He explained that local bylaws can provide an adequate financial penalty that greatly assists in deterring improper personal behavior within the community.

Discussion ensued regarding the extra costs to enforce local bylaws.

It was noted that the RCMP & Bylaw Enforcement are working on a shorter form of Community Standards Bylaw to enforce improper conduct/behavior that is currently not included in other Town bylaws.

Motion 13:04:12

Moved by Councillor Fischer that the Town of Stettler Council accept the 2013-2014 RCMP Stettler detachment Goals and Objectives as presented.

MOTION CARRIED
Unanimous

Mayor Richards thanked Stettler RCMP Sgt. D. Babchuk & Cpl. C. Russell for their informative and valuable presentation

Delegation members departed the meeting at 7:59 p.m.

13. **In-Camera Session:** (a) Water True-Up
(b) Personnel Matter

Motion 13:04:13

Moved by Councillor Bachman that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 8:00 p.m.

Motion 13:04:14

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

MOTION CARRIED
Unanimous at 8:35 p.m.

Motion 13:03:15

Moved by Councillor Bachman that the Town of Stettler Council accept and ratify the recommendation of the Stettler Public Library Board requiring that their annual financial reporting be subject to a one-time audit for the year 2012.

And further accept that Chapman and Company, Chartered Accountants, be engaged to perform an audit, of an appropriate nature, to the financial reporting of the Stettler Public Library for the year 2012.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 13:04:16

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

MOTION CARRIED
Unanimous at 8:35 p.m.

Mayor

Assistant CAO