

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 20, 2010 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, D. Dennis, D. Garbutt,
R. Peeples & L. Thorogood

CAO R. Stoutenberg
Assistant CAO G. Switenky

Press (2)

Absent: None

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

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

Motion 10:04:15 Moved by Councillor Bachman to approve the agenda as presented with the following additions:

- 12(a) 50A Avenue Watermain Replacement & Street Improvements Tender
- 12(b) RCMP Meeting on May 11, 2010 at 3:00 p.m.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held April 6, 2010

Motion 10:04:16 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on April 6, 2010 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the April 6, 2010 Meeting Minutes

None

- (c) Minutes of the Committee Meeting held April 13, 2010

Motion 10:04:17 Moved by Councillor Garbutt that the Minutes of the Committee Meeting held on April 13, 2010 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business arising from the April 13, 2010 Committee Meeting

None

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

5. **Delegations:** (a) 7:15 P.M. – Kinsmen Club – Werner Schicker, Shamus Snowden & Trevor Haustein, accompanied by Lee Penner, Director of Parks & Leisure Services re: Playground Location Request

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Wastewater Treatment Facility Tender

Town Council reviewed the memorandum from J. Keith, Director of Operational Services regarding the Canada-Alberta Infrastructure Stimulus Fund/Wastewater Treatment Facility Upgrade Tender.

CAO, R. Stoutenberg advised that this component of the upgrade consists of combining cells B & C into one cell, replacing the crossover structures and raising the berm height. A portion of this work will be done within a month and be completed in June/July 2010.

CAO, R. Stoutenberg explained that tenders closed on December 1, 2009 at 10:00 a.m. with five submitted acceptable tenders as follows:

M. Pidherney's Trucking Ltd.	\$456,428.73
Wally's Backhoe Services Ltd.	\$459,435.11
McCaw Environmental	\$608,321.86 (corrected)
Iona Contractors	\$701,718.89 (corrected)
SWEL	\$720,042.75

CAO, R. Stoutenberg advised that given provincial/federal funding no local preference, per policy, can be applied.

Tagish Engineering is recommending that the Town of Stettler enter into a contract with M. Pidherney's Trucking Ltd as the qualified low bidder. Upon notification from the Town, Tagish Engineering will issue a Notice to Proceed to M. Pidherney's Trucking Ltd.

Motion 10:04:18

Moved by Councillor Thorogood that the Town of Stettler Council approve the award of the Wastewater Treatment Facility Upgrade Tender to M. Pidherney's Trucking Ltd. in the amount of \$456,428.73 (tax in).

MOTION CARRIED
Unanimous

(b) Policies re: Ball Diamonds & Soccer Field Rates

CAO, R. Stoutenberg advised that the basic intent of both standardized outdoor recreation policy rate formulas is to calculate and set user group rates for adults at 100% and youth (minor sport groups) at 50% of net budgeted expenses attributed to the specific facilities/groups.

He stated further that these are not new policies, rather they are just amendments required to provide enhanced clarification for user groups and Administration.

Discussion ensued regarding the varying levels of budgeted service costs associated with each facility/field and the ability for soccer user groups to reduce their annual rates by undertaking some line painting work on a voluntary basis.

Motion 10:04:19

Moved by Councillor Bachman that the Town of Stettler Council approve Policy X-1(e)(vii), Ball Diamond Rates and Policy X-1(g), Soccer Field Rates as presented.

MOTION CARRIED
Unanimous

(c) Memo re: County of Stettler Housing – Rent Sharing & Property Management Agreements

CAO, R. Stoutenberg explained that in 2008/2009 the Town of Stettler received \$4,500,000 from the Province of Alberta to be used to purchase/construct affordable housing units. Ultimately the following 30 dwelling units were completed in various locations:

- 18 unit/dwelling apartment complex in Stettler
- 2 duplex units (4 dwellings) in Stettler - Meadowlands
- 2 duplex units (4 dwellings) in Stettler - Emmerson
- 1 duplex unit (2 dwellings) in Donaldda
- 1 duplex unit (2 dwellings) in Big Valley

The Town provided serviced lands towards the projects located in Stettler. As titles remain with the Town, these costs (\$315,428) are not recoverable from the Housing Authority.

After all direct costs have been quantified and compiled the Town has expended \$177,188.28 over and above the grant proceeds received. Therefore this amount is to be recovered from future rent payments received by the Housing Authority from occupying tenants. It should be noted that this is not a debt owing by the Housing Authority to the Town, rather until this excess has been recovered future rental revenues are equitably split between both organizations.

Based on full occupancy the Housing Authority will remit not less than \$3,000 per month to the Town, representing \$100 per occupied dwelling. In addition the Housing Authority will be required to set aside (in a reserve) an appropriate amount of their share of the rent collected to be able to fund maintenance, repairs and updating of each unit (Clause 8). It is expected that it will take 5 years to recover the full amount provided there is no rent escalation over time. Appendix "A" implies that monthly shared rents shall be "Equitable", therefore as rents escalate over time the Town's share should increase as well.

Also, in 2009/2010 the Town of Stettler received a further \$154,740 from the Province of Alberta to be used to purchase/construct affordable housing units. Ultimately the following 3 dwelling units were purchased in Stettler:

- 3 Condominium dwelling units in Parkland Place

After all direct costs have been quantified and compiled the Town has expended \$151,846.36 over and above the grant proceeds received. Therefore this amount is to be recovered from future rent payments received by the Housing Authority from occupying tenants. Once again it should be noted that this is not a debt owing by the Housing Authority to the Town, rather until this excess has been recovered future rental revenues are equitably split between both organizations.

Based on full occupancy the Housing Authority will remit not less than \$640 per month to the Town; representing \$200 for each of the two occupied one bedroom units and \$240 for the two bedroom unit. In addition, the Housing Authority will be required to set aside (in a reserve) an appropriate amount of their share of the rent collected to be able to fund maintenance, repairs and updating of each unit (Clause 7). It is expected that it will take 19.75 years to recover the full

amount provided there is no rent escalation over time. Appendix "A" implies that monthly shared rents shall be "Equitable", therefore as rents escalate over time the Town's share should increase as well.

It should also be noted that operational and managerial provisions contained in both Agreements shall continue once the rent sharing provisions have been satisfied and are no longer applicable.

Discussion ensued regarding the overall costs associated with various components of the projects.

Motion 10:04:20

Moved by Councillor Peeples that the Town of Stettler Council approves the ratification of two (2) Rent Sharing and Property Management Agreements, as substantively presented, with the County of Stettler Housing Authority.

MOTION CARRIED
Unanimous

- (d) Request for Input re: Director of Parks & Leisure Services, L. Penner & Leisure Annual Appraisal

CAO, R. Stoutenberg advised that any input should be provided to him by April 23, 2010.

- (e) May Newsletter
- Household Toxic Roundup – June 3
 - HYC Awesome Auction – June 5
 - Stettler's Annual Art Walk – June 5
 - 50th Anniversary – County of Stettler Housing – June 11
 - Relay for Life – June 18
 - Storm-Hold Energy Golf Tournament Fundraiser at Pheasantback for the Hospital Foundation – June 15

- (f) Bank Reconciliation

Motion 10:04:21

Moved by Councillor Peeples that the Town of Stettler Council accept the Bank Reconciliation as of March 31, 2010 as presented.

MOTION CARRIED
Unanimous

- (g) Statement of Revenue & Expenses as of March 31, 2010

Motion 10:04:22

Moved by Councillor Campbell that the Town of Stettler Council accept the Statement of Revenue & Expenses as of March 31, 2010 as presented.

MOTION CARRIED
Unanimous

- (h) Accounts Payable in the amount of \$1,427,035.08

Motion 10:04:23

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$20,249.28, \$1,170,311.82 & \$236,473.98 for the period ending April 15, 2010 for a total amount of \$1,427,035.08 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 9 - Wild Rose Alliance Meeting with Danielle Smith.
- Town Office duties.
- Letter of Welcome re: AB School Boards Association.
- Trade Show luncheon and shift.
- Apr 13 - CAEP Transportation Strategy Meeting at the SRC.
- Committee Meeting.
- Apr 16 - Volunteers Week picture.
- CAEP MLA presentations.
- RCMP Meeting.
- Presentation to Hadwells & LaRose.
- HATS Dinner Theatre.

(b) Councillor Bachman

- Apr 9 - Trade Show luncheon.
- Apr 10 - Trade Show shift.
- Apr 13 - Committee Meeting.
- Apr 15 - Library Board Meeting.
- Apr 19 - FCSS Board Meeting.

(c) Councillor Campbell

- Apr 9 - Rodeo Meeting.
- Trade Show luncheon.
- Apr 10 - Trade Show shift.
- Apr 13 - Committee Meeting.

(d) Councillor Dennis

- Apr 11 - Trade Show shift.
- Apr 13 - Committee Meeting.
- Apr 15 - County of Stettler Housing Authority Meeting.
- Apr 19 - Discussion with Ambulance Executive re: "Discussion Paper" from AB Health Services.
- Museum Meeting re: Election of Officers.
- Apr 20 - Met with maintenance personnel from the County of Stettler Housing Authority re: problem with duplexes in Stettler and Big Valley.

(e) Councillor Garbutt

- Apr 11 - Trade Show shift.
- Apr 13 - Committee Meeting.
- Apr 19 - FCSS Board Meeting.

(f) Councillor Peebles

- Apr 9 - Wild Rose Alliance Meeting with Danielle Smith.
- Trade Show luncheon.
- Apr 11 - Trade Show shift.
- Apr 13 - Committee Meeting.
- CAEP Regional Transportation Meeting.
- Apr 20 - Red Deer River Watershed Alliance Meeting in Trochu.

(g) Councillor Thorogood

- Apr 9 - Wild Rose Alliance Meeting with Danielle Smith.
- Apr 9 - Trade Show luncheon.
- Apr 10 - Trade Show shift.
- Apr 12 - Performing Art Centre Board Meeting.
- Apr 13 - Board of Trade Meeting.
- Apr 13 - Committee Meeting.
- Apr 14 - David Thompson Health Trust (DTHT) Strategic Planning Meeting.

5. Delegations:

(a) 7:15 P.M. – Kinsmen Club – Werner Schicker, Shamus Snowden & Trevor Haustein and Director of Parks & Leisure Services, L. Penner re: Playground Location Request

Director of Parks & Leisure Services, L. Penner together with Kinsmen Club of Stettler representatives: Werner Schicker, Shamus Snowden & Trevor Haustein entered the meeting at 7:15 p.m.

Mayor Richards welcomed W. Schicker, S. Snowden, T. Haustein & L. Penner to the meeting and initiated introductions.

CAO R. Stoutenberg reminded Council that an east end playground open house was held early in 2009, and was not well attended. At that time it was simply concluded that the existing playground at 5020-43 Street needed to be updated and/or modernized as budget sources permitted.

Director of Parks & Leisure Services, L Penner explained that the Kinsmen Club has offered to significantly help with the development of a renewed east end playground site. After brainstorming the equipment catalogs, it became apparent that the original location at 5020-43 Street would be much too small to meet the Kinsmen Club's expectations.

The only other available park space in the east end is at 4813-45 Street, and the Kinsmen Club is requesting to renew this larger site. They have volunteered funds in the amount \$31,000 and have begun planning the work-in-kind required to once again bring a great playground to that area of Town.

It was noted that the remainder of the funding for this project is \$25,000 from the Town's 2010 Capital Budget allocation, as already approved, and approximately \$65,000 from a Town supported CFEP grant application (already submitted).

Parks & Leisure Services has looked at the locations and found:

- Both locations are of similar population density.
- The plan to purchase a new location and sell the old one(s) was not generally supported by the public.
- Low volume roads pass by leaving them safe for families and children.
- Either one is on the outer edge of the residential area.
- The north location is too small.

A map of the east end quadrant of Stettler was reviewed which highlighted both sites for general access and proximity purposes.

Additionally a proposed site plan with playground structure design renderings was reviewed to show the theme and scope of the proposed park/playground layout.

Discussion ensued regarding the expectations and opportunities for the existing park site at 5020-43 Street. It was noted that this vacated land could be maintained as a grassy area, or alternatively converted and sold as a mobile home lot (to be consistent with adjacent R3A residential property uses).

It was noted further that the Kinsmen Club stated in their letter that, "The Kinsmen would no longer need the north location and the Town could use it as needed."

It was mutually agreed that Administration will bring back to Council a report presenting options respecting the former Kinsmen Tot Lot site at 5020-43 Street.

Motion 10:04:24

Moved by Councillor Campbell that the Town of Stettler Council approve moving the location of the existing Kinsmen Tot Lot from 5020-43 Street to 4813-45 Street, and to support the Kinsmen Club's efforts to install a new sizable playground structure that will serve the east end of Stettler.

MOTION CARRIED
Unanimous

As a separate matter, the Kinsmen Club presented a donation cheque in the amount of \$4,733.11 to assist with the Sports Park Fundraising Committee's efforts.

Mayor Richards thanked delegation members representing the Kinsmen Club for their commitment to this valuable playground project in our community, and for their generous financial contribution to the Sports Park.

Delegation members departed the meeting at 7:27 p.m.

8. **Minutes:**

- (a) Heartland Beautification Meeting of April 1, 2010

Motion 10:04:25

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Crackdown on Illegal Land Use Urged
(b) Mountain View Regional Water Services Commission re: Gravel Mining

It was mutually agreed that the Town of Stettler will send a letter to support the RDRMUG in their efforts to register objection and concerns to approval of gravel mining in alluvial aquifers, and specifically the Red Deer/Medicine alluvial aquifer.

- (c) Retooling for Revitalization

- (d) Associated Engineering re: Construction Progress Memo
- (e) Municipal Emergency Management Program Workshop
- (f) Central Alberta Life Local Briefs

Motion 10:04:26

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) 50A Avenue Watermain Replacement & Street Improvements Tender

CAO R. Stoutenberg stated that tenders closed on April 15, 2010 with 5 tenders being received.

He also advised that the 2010 Capital Budget allocates \$155,000 towards this project, including engineering services.

Motion 10:04:27

Moved by Councillor Campbell that the Town of Stettler approve the recommendation of Administration to award the 50A Avenue Watermain Replacement & Street Improvements Phase 1 Tender to Wally's Backhoe Services Ltd. in the amount of \$136,862.25 (tax in).

MOTION CARRIED
Unanimous

- (b) RCMP Meeting on May 11, 2010 at 3:00 P.M.

Mayor Richards informed Council that there will be a meeting with RCMP representatives from the District to discuss Rural Officer allocation within the District.

It was suggested that we discuss the future status of our traffic contingent as well.

It was also suggested that County of Stettler, Reeve E. Marshall be invited to the meeting.

13. **In-Camera Session:**

- (a) Brownlee LLP re: Enforcement of Purchase Agreement
- (b) Letter re: Partial House Construction 6707-40 Avenue

Motion 10:04:28

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 7:45 p.m.

Motion 10:04:29

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

MOTION CARRIED
Unanimous at 8:17 p.m.

14. **Adjournment:**

Motion 10:04:30

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

MOTION CARRIED
Unanimous at 8:17 p.m.

Mayor

Assistant CAO