

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 21, 2015 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors D. Bachman, W. Brown, M. Fischer & K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (2)

Absent: Councillors S. Nolls & A. Campbell

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

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

Motion 15:04:17 Moved by Councillor Bachman to approve the agenda as presented with the following deletion:

5(a) 6:45 PM – Stettler Skate Park Delegation

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held April 7, 2015

Motion 15:04:18 Moved by Councillor Sernecky that the Minutes of the Regular Meeting of Council held on April 7, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the April 7, 2015 Meeting Minutes

None

(c) Minutes of the Committee Meeting held April 14, 2015

Motion 15:04:19 Moved by Councillor Fischer that the Minutes of the Committee Meeting held on April 14, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the April 14, 2015 Committee 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 Skate Park

This item was rescheduled until May 5, 2015.

- (b) 7:00 P.M. – Justin Tanner, Auditor & Laurie Tait, Office Administrator re: 2014 Financial Statements as of December 31, 2014

This item was dealt with later in the meeting.

6. **Administration:**

- (a) EIA (2019/20) Electrical Supply Recommendation

CAO G. Switenky advised that Administration has been working with Energy Associations International (EAI) for the physical supply of electricity to the Town of Stettler for 2019 and 2020 respectively. Our current agreement with Enmax expires December 31, 2018 at a cost of \$58.29 / MWh, load following +/-20%

CAO G. Switenky advised that Administration and EAI considered many current and long term market conditions in making the decision to proceed to a Request for Proposal (RFP).

- Current price of oil
- Wholesale production cost of electricity @ \$63/MWh from a coal plant
- Anticipated changes to Green House Gas emissions penalty costs will impact future markets (current penalty cost \$15/tonne CO₂e expires June 2015 (expected to go up some estimates 2 or 3 times
- Current Electricity Market
 - o CAL 19 (2019) 12 month high \$58.00 / MWh – 12 month low \$46.75 / MWh
 - o CAL 20 (2020) 12 month high \$59.00 / MWh – 12 month low \$51.75 / MWh
- 2018 Alberta will lose approximately 14% of its coal fired generation
- Expected Volume (2019) – 5891 (current 5467 MWh)

Assistant CAO S. Gerlitz highlighted the RFP for the physical supply of electricity.

- Release of RFP – Monday, March 9, 2015
- Close Date - Monday, March 23, 2015 @4:30pm
- Market Date - Friday, March 20, 2015 @ 10:30am
- Firm Bid Round (Time Sensitive) - Tuesday, April 14, 2015 @ 10:30am (6 companies that submitted pricing to RFP were invited to the Firm Bid Round)
- 2 year cost evaluation ranking
 1. Enmax
 2. Atco Power
 3. TransCanada
 4. Capital Power
 5. AMSC
 6. Direct Energy

Assistant CAO S. Gerlitz advised that based on the current rate of \$58.29, the cost of \$53.10 for 2019/2020 would save approximately \$30,574.

Enmax – 2 year Contract (2019 & 2020) - \$53.10/MWh/year

- \$312,812.00 total cost per year (5891 x \$53.10)
- Plus \$3.00/MWh EAI Management Fee
 - o \$330,485 total cost per year (\$56.10/MWh x 5891)

Current costs

- Enmax - \$58.29/MWh + \$3.00/MWh EAI Management Fee (5 Year Contract – 2014 to 2018)
- \$361,059 – total cost
- \$30,574 Difference (\$361,059 - \$330,485)

Motion 15:04:20

Moved by Councillor Brown that the Town of Stettler Council ratify Administration entering into an Electricity Physical Supply Contract with Enmax for the two (2) year period 2019-2020; at a base rate of \$53.10 MWh, load following basis with +/- 20% threshold variance price protection.

MOTION CARRIED
Unanimous

(b) Regional Board of Trade Request re: 2015 Canadian Badlands Pheasant Festival

CAO G. Switenky advised that the 2015 Canadian Badlands Pheasant Festival will again be held in Stettler and surrounding area. However, the 2015 Festival will be under the umbrella of the Stettler Regional Board of Trade and Community Development, not the Canadian Badlands Association as was the case in 2014. As such, the Board of Stettler Regional Board of Trade and Community Development must sanction this community event and request the same sanction from the Town of Stettler.

CAO G. Switenky advised that the Pheasant Festival was not included in the original 2015 Board of Trade Budget. It is estimated that revenue will be more than expenses.

Mayor Richards concluded that the Pheasant Festival is a very valuable event for tourism for the area.

Motion 15:04:21

Moved by Councillor Sernecky that the Town of Stettler Council approve a request from the Stettler Regional Board of Trade and Community Development Executive for the inclusion of the Canadian Badlands Pheasant Festival Stettler as an approved and authorized community event under the 2015 approved budget for the Stettler Regional Board of Trade and Community Development.

And that the Canadian Badlands Pheasant Festival Stettler will be undertaken under the direction of an organizing committee appointed by the Stettler Board of Trade and Community Development Executive functioning in accordance with the revenue generating assumptions that exceed expenditure projections as reflected within the 2015 Canadian Badlands Pheasant Festival Stettler budget as substantively presented.

And further that the Executive Director for the Stettler Regional Board of Trade and Community Development shall execute event spending authority using discretion in accordance with the approved budget for the event, as substantively presented, and in correlation with revenue generating assumptions being realized or considered realistic to achieve/exceed.

MOTION CARRIED
Unanimous

- (c) Special Council Meeting to be held at 12:00 Noon on Wednesday, May 6 at the SRC. (Purpose of the meeting is to ratify and jointly announce another significant agreement with the County of Stettler regarding Regional Collaboration)

Motion 15:04:22

Moved by Councillor Brown that the Town of Stettler hold a Special Council Meeting at 12:00 Noon on Wednesday, May 6 at the SRC to ratify and jointly announce another significant agreement with the County of Stettler regarding Regional Collaboration.

MOTION CARRIED
Unanimous

- (d) Meeting Dates
- Tuesday, May 12, 2015 (after Committee of the Whole Meeting) – 2015 Tax Operating Budget (Council)
 - Tuesday, May 5 – Council Meeting
 - Friday, May 8 – RDRWA Breakfast – Atco Building – 8am
 - Tuesday, May 12 – Committee Meeting
 - Tuesday, May 19 – Council Meeting

- (e) Accounts Payable in the amount of \$731,331.55

Motion 15:04:23

Moved by Councillor Fischer that Accounts Payable in the amounts of \$13,953.80, \$440,412.88 & \$276,964.87 for the period ending April 17, 2015 for a total amount of \$731,331.55 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 - Premier Prentice BBQ.
- Apr 10 - Town Office cheques, Committee Agenda, Trade Show luncheon & Trade Show shift.
- Apr 11 - Trade Show visit.
- Apr 14 - Committee of the Whole Meeting.
 - County of Stettler In-Camera Meeting.
- Apr 17 - Town Office cheques & Council Agenda.
- Apr 21 - Meeting with Sgt. Babchuk re: Staffing Issue.

- (b) Councillor Bachman

- Apr 11 - Trade Show shift.
- Apr 14 - Committee of the Whole Meeting.
- Apr 15 - Pheasant festival Meeting.
- Apr 18 - Library Board Meeting.
- Apr 20 - FCSS Meeting.

- (c) Councillor Brown

- Apr 12 - Trade Show shifts – Town & Beautification.
- Apr 14 - Committee of the Whole Meeting.
- Apr 20 - FCSS Meeting.
- Apr 21 - Ratepayer concern re: Telus Fibre Optics.

- (d) Councillor Campbell

- No report – absent from meeting.

(e) Councillor Fischer

- Mar 18 - Met with Director of Parks & Leisure, L. Penner re: Multi-use facility concept.
- Mar 19 - SRC Staff Appreciation luncheon.
 - Candidate Forum at Agriplex.
- Mar 20 - Clean Energy Workshop at Penhold Multiplex.
- Mar 23 - Campus Alberta Business Focus Activity.
 - HYC Recognition Night.
- Mar 24 - MPC Meeting.
- Mar 27 to Apr 11 - On vacation.
- Apr 12 - Trade Show shift.
- Apr 13 - Regional Water Commission Meeting.
- Apr 14 - Committee re: Recreation Agreement.
 - Committee of the Whole Meeting.
- Apr 16 - Campus Alberta Regular Meeting.
- Apr 21 - Met with Director of Parks & Leisure, L. Penner re: Multi-use facility concept as per strategic planning item.

(f) Councillor Nolls

- No report – absent from meeting.

(g) Councillor Sernecky

- Apr 10 - Trade Show booth luncheon.
- Apr 11 - Trade Show shifts – Town & Beautification.
- Apr 13 - Stettler District Ambulance Association Strategic Planning Session.
- Apr 14 - Committee of the Whole Meeting.
- Apr 16/17 - Met with new doctors.

8. Minutes:

(a) Heartland Beautification Meeting of April 2, 2015

(b) Regional Water Services Commission Meeting of April 13, 2015

Motion 15:04:24

Moved by Councillor Bachman 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) Alberta Justice and Solicitor General re: Municipal Policing Assistance Grant (MPAG) and Police Officer Grant (POG) Programs
- (b) Clearview Public Schools re: 2015-16 Budget Conversations – Open House
- (c) Stettler Adult Learning and Campus Alberta Central – Open House

- (d) Alberta Fire Chiefs Association re: Recruitment and Retention Review

Motion 15:04:25

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

MOTION CARRIED
Unanimous

12. Items Added:

- (a) None

5. Delegations Con't:

- (b) 7:00 P.M. – Justin Tanner, Auditor & Laurie Tait, Office Administrator re: 2014 Financial Statements as of December 31, 2014

Mayor Richards welcomed Justin Tanner, Auditor & Laurie Tait, Office Administrator to the meeting.

CAO G. Switenky presented and reviewed the financial results included in the Town's 2014 Consolidated Financial Statements and the companion 2014 Municipal Financial Information Return, both prepared by Management.

He noted that both the Financial Statements and the Financial Information Return have been audited by Gitzel Krejci Dand Peterson, Chartered Accountants.

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

J. Tanner highlighted that 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, 2014, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.*

J. Tanner reviewed the Management Letter, and specifically interpreted the Consolidated Statement of Financial Position as well as Schedule 1 – Changes in Accumulated Surpluses. He also provided an overview of the Notes to the Financial Statements which provide a lot of valuable information for the reader.

Mayor Richards thanked delegation members for attending the meeting and their informative presentation.

Motion 15:04:26

Moved by Councillor Sernecky that the Town of Stettler Council accept the 2014 Consolidated Financial Statements and the Municipal Financial Information Return for the Year Ended December 31, 2014 as presented, including correspondence from the Auditor as follows:

1. A Management Letter dated April 21, 2015.
2. An Audit Letter dated April 21, 2015 (aspects of the Audit of interest to Council).
3. An Auditor Opinion Letter dated April 21, 2015.
4. The Auditors' Report on the 2014 Consolidated Financial Statements, dated April 21, 2015.

5. The Auditors' Report on the 2014 Municipal Financial Information Return dated April 15, 2015.

MOTION CARRIED
Unanimous

Delegation members departed the meeting at 7:36 p.m.

13. **In-Camera Session:** (a) Personnel Matter

Motion 15:04:27

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 item.

MOTION CARRIED
Unanimous at 7:36 p.m.

Motion 15:04:28

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

MOTION CARRIED
Unanimous at 8:05 p.m.

14. **Adjournment:**

Motion 15:04:29

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

MOTION CARRIED
Unanimous at 8:05 p.m.

Mayor

Assistant CAO