

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 3, 2010 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

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

CAO R. Stoutenberg
Planning & Development Clerk L. Bateman

Press (2)

Absent: Mayor Dick Richards, Councillor D. Garbutt, Assistant CAO G. Switenky

Call to Order: Councillor L. Thorogood called the meeting to order at 6:26 p.m.

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

Motion 10:08:01 Moved by Councillor D. Bachman to approve the agenda as presented with the following additions:

- 6(g) Mosquitoes
- 12(a) Personnel
- 12(b) Cemetery Road
- 12(c) Seniors Housing Update
- 12(d) Land Sales & Purchases

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held July 20, 2010

Motion 10:08:02 Moved by Councillor R. Peeples that the Minutes of the Regular Meeting of Council held on July 20, 2010 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the July 20, 2010 Meeting Minutes

None

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

- 5. **Delegations:** (a) Tagish Engineering – Wastewater Upgrading Program

This Item was dealt with later in the meeting.

- 6. **Administration:** (a) Memo re: SRC Updating Professional Services

Town Council reviewed the memorandum.

Director of Parks & Leisure Services, L. Penner explained that SRC Committee accepted quotes and performed 3 interviews with potential architecture firms on July 26, 2010:

- 1) Barr Ryder Architects: fixed fee \$84,500 plus \$6,500 in disbursements.
- 2) BRZ Partnerships Architecture Inc.: fixed fee \$44,975
- 3) Arndt Tkalcic Bengert Architecture: fixed fee \$44,500

The SRC Committee identified the importance of selecting an architecture firm that works with RC Strategies to identify the community's wants and needs of the SRC. RC Strategies collects data through a real information survey process that engages community members and SRC users.

After interviewing each group, completing/compiling/reviewing the evaluation forms, and asking questions the committee selected Arndt Tkalcic Bengert Architecture as the best company to collect community information and develop plans.

Councillor L. Thorogood questioned if RC Strategies is a subcontractor to Arndt Tkalcic Bengert and if RC Strategies services are included in the total contract price. Director of Parks & Leisure Services, L. Penner indicated that yes they would be subcontracted to work closely on the project; he also stated that RC Strategies fee is included in the \$44,500.

Councillor D. Bachman questioned when they will be able to start. Director of Parks & Leisure Services, L. Penner responded that if approved they will begin collecting user data before the end of September.

Motion 10:08:03

Moved by Councillor A. Campbell that the Town of Stettler hire Arndt Tkalcic Bengert Architecture for the next phase of the SRC improvements as included in the 2010 Capital Budget.

MOTION CARRIED
Unanimous

(b) Memo re: Public Auction Date

Town Council reviewed the memorandum.

CAO, R. Stoutenberg explained that the Public Auction is an annual process to collect on delinquent tax accounts; this year there is 1 property located at 4912-45 Street.

Motion 10:08:04

Moved by Councillor A. Campbell that the Town of Stettler Council approve Administration's recommendation to set the 2010 Tax Public Auction date as October 12, 2010 and approve using the 2010 assessment values as the reserve bids for all 2010 tax sale property and that the terms of the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

(c) Memo re: Public Auction Date for Designed Manufactured Homes

Town Council reviewed the memorandum.

CAO, R. Stoutenberg explained that the Public Auction is an annual process to collect on delinquent tax accounts; this year there are 2 properties located at 6017-52 Avenue.

Motion 10:08:05

Moved by Councillor R. Peeples that the Town of Stettler Council accept Administration's recommendation to set the 2010 Tax Public Auction date as October 12, 2010 and approve using the 2010 assessment values as the reserve bids for all 2010 tax sale property and that the terms of the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

(d) CAO Report

Motion 10:08:06

Moved by Councillor D. Bachman that the Town of Stettler Council accept the CAO Report as presented.

MOTION CARRIED
Unanimous

(e) Bank Reconciliation as of June 30, 2010

Motion 10:08:07

Moved by Councillor D. Dennis that the Town of Stettler Council accept the Bank Reconciliation as of June 30, 2010 as presented.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$449,001.24

Motion 10:08:08

Moved by Councillor R. Peeples that Accounts Payable in the amounts of \$395,830.45 and \$54,063.49, and \$168.00 (VOIDED) & \$725.13 (VOIDED) for the period ending July 29, 2010 for a total amount of \$449,001.24 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

(g) Mosquitoes

Councillor A. Campbell questioned the opportunity to obtain a grant for mosquito control and stated that historically the Town was involved in a pesticide program. Director of Parks & Leisure Services, L. Penner stated that there were grants available at that time; he also indicated that there are many restrictions in place for the application of pesticides which includes a biting fly license, with current standards the only allowable application is in water bodies.

Councillor L. Thorogood questioned the City of Red Deer's spray application and what is the difference. Director of Parks & Leisure Services, L. Penner stated that it is a bacteria based application applied to the larvae and it is a more challenging application.

Director of Parks & Leisure Services, L. Penner will look into the different applications available and return to Council with a report for the 2011 Operating Budget.

5. **Delegations:**

(a) Tagish Engineering – Wastewater Upgrading Program

Tagish Engineering, Wes Williams entered the meeting at 7:30 p.m. and reviewed his letter submission.

The complete facility upgrades now have secured pricing and cost estimates. Approvals have been obtained from Alberta Environment as of May, 2010 and the Town of Stettler's public notice of 30 days has ended on July 6, 2010.

Alberta Environment approvals required a treatment facility upgrade on anaerobic cells to a level of conventional aerated system; as a result in order to meet Alberta Environment requirements Tagish Engineering have designed a system that has the capacity of treating effluent for a population in excess of 12,000 people.

Following Alberta Environment's review they strongly recommended that the Town of Stettler increase their storage capability to meet the existing and long term growth needs. However the Building Canada Infrastructure Grant that was submitted for upgrading the treatment facility did not include the additional storage cell. Alberta Environment's approval has resulted in an increase in the scope of aeration capacity and piping needs. Therefore with the additional storage cell and the change in scope from Alberta Environment the total cost is estimated at \$2,664,700.

Councillor D. Dennis questioned if this project was of an experimental nature. W. Williams indicated that the project would be converting anaerobic ponds into aerobic ponds with aerators that will be bench tested with data sent to Alberta Environment. CAO R. Stoutenberg added that the Town of Stettler is required to license the treatment facility every 5 years and with that licensing there are new regulations, we work with Alberta Environment to meet those regulations.

Councillor A. Campbell questioned if the changes to the Treatment Facility would decrease odor. W. Williams indicated that the objective of the modified system is to reduce odor and improve sewage treatment./

Councillor D. Dennis questioned if the new system would eliminate sludge removal. W. Williams replied that the Town would see a dramatic reduction in sludge removal but would require some removal after time.

W. Williams continued with the pricing estimates on 3 designs:

- | | | |
|----|---------------------------------------|----------------|
| 1) | Complete Design: | \$3,162,387.32 |
| 2) | Modified Design with Storage Cell: | \$2,644,692.02 |
| 3) | Modified Design without Storage Cell: | \$1,925,485.41 |

Councillor L. Thorogood questioned if there was anything additional that W. Williams would like to add. W. Williams stated that 9 Tenders for the Storage Pond were received June 24, 2010 and the amounts ranged from \$659,000 to \$1.1 million. With the approval of a concept and the Storage Pond Tender Tagish Engineering will proceed with tendering the Aeration portion of the project.

Councillor R. Peeples questioned CAO R. Stoutenberg if the Modified Design with Storage Cell was the way to proceed.

CAO R. Stoutenberg indicated that yes the Modified Design with Storage Cell would be the way to go as we have identified a lack of storage by Town of Stettler staff and Alberta Environment.

Motion 10:08:09

Moved by Councillor R. Peeples that the Town of Stettler Council approve the recommendation to proceed with the Modified Design with Storage Cell at the Sewage Treatment Facility with a revised 2010 Capital budget cost of \$2,644,692.02.

MOTION CARRIED
Unanimous

W. Williams presented the New Storage Cell Construction Tender results which closed June 24, 2010 with 19 who picked up documents of which 9 submitted acceptable tenders:

Howitt Construction Ltd.	\$ 659,196.94
Ron Smith Cat Services	\$ 772,660.88
GCL Construction	\$ 800,017.57
Netook Construction	\$ 873,075.15 (corrected)
DBC Contractors	\$ 942,946.83
Noyen Construction	\$1,036,091.44
Caliber Systems	\$1,086,323.02
M. Pidherneys Ltd.	\$1,096,672.45
Gabriel Construction	\$1,117,018.88

Motion 10:08:10

Moved by Councillor D. Bachman that the Town of Stettler Council accept Tagish Engineering's recommendation for the Town of Stettler enter into a contract with Howitt Construction Ltd. for the tendered prices of \$659,196.94 to construct the new storage cell at the Sewage Treatment Facility.

MOTION CARRIED
Unanimous

Upon notice from the Town of Stettler, Tagish Engineering will issue a notice to proceed to Howitt Construction Ltd. and prepare contract documents.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Absent

(b) Councillor Bachman

- July 28 Communities in Bloom Judging
- July 29 FCSS

(c) Councillor Campbell

- July 15 Municipal Planning Commission
- July 20 Regional Fire Meeting
- July 26 Seniors Housing
- July 27 Rodeo Meeting
- July 28 Communities in Bloom Judging
- July 28 Senior Housing
- July 29 Meeting with Rob and Greg
- July 30 Deputy Mayor Signed Cheques

- July 30 Donalda Fire Hall Opening
- July 30 Meeting with MLA

(d) Councillor Dennis

- July 21 Stettler District Ambulance Authority
- July 30 Donalda Fire Hall Opening

(e) Councillor Garbutt

- Absent

(f) Councillor Peeples

- July 28 Communities in Bloom Judging
- July 29 Drove Communities in Bloom Judges to Killam

(g) Councillor Thorogood

- July 21 Stettler District Ambulance Authority
- July 22 Minister Hayden Golf Tournament
- August 3 Kin Build Meeting

8. **Minutes:**

(a) Municipal Planning Commission Meeting of July 15, 2010

Motion 10:08:11

Moved by Councillor R. Peeples that the Minutes, items 8(a) to 8(a) inclusive be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) Bylaw 1999-10: Borrowing Bylaw

CAO R. Stoutenberg explained that Bylaw 1999-10 is to incur capital indebtedness by the issuance of long-term borrowing in the amount of up to five hundred and seventy five thousand one hundred and fifty one dollars (\$575,151) for the purpose of financing the upgrading the lagoon storage cells. He continued to explain that the total debt by the end of the year will be \$8.5 million and that the total allowable debt is \$18.3 million.

Councillor A. Campbell questioned if the Town wants to be \$8 million in debt. CAO R. Stoutenberg indicated that infrastructure is good debt and that we are in a solid financial position and continuing to look for an additional grant for this project. If additional funds from grants or other sources can be obtained the debenture will not be issued.

Councillor R. Peeples questioned what the borrowing rate is for the 20 year term. CAO R. Stoutenberg indicated that the current 20 year rate is 4.27%.

Motion 10:08:12

Moved by Councillor D. Bachman that the Town of Stettler Council give first reading to Bylaw 1999-10.

MOTION CARRIED
Unanimous

11. **Correspondence:**
- (a) Stettler Steel Wheel Stampede Town & County Luncheon Invitation
 - (b) Government of Canada's New Horizons for Seniors Program
 - (c) Water Advisory Lifted in Fawcett Alberta
 - (d) Alberta Recycling Conference 2010
 - (e) Municipal Affairs Workshops Brochure
 - (f) City of Edmonton Aggregate Recycling

Motion 10:08:13

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

MOTION CARRIED
Unanimous

12. **Items Added:**
- (a) Mosquitoes
- This item was dealt with under 6(g).

13. **In-Camera Session:**
- (a) Personnel
 - (b) Cemetery Road
 - (c) Seniors Housing Update
 - (d) Land sales and Purchases

Motion 10:08:14

Moved by Councillor R. Peebles that the Town of Stettler Council proceed into an In-Camera Session with the CAO present to discuss the item on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 8:20 p.m.

Councillor D. Dennis left the meeting at 8:45 p.m.

Motion 10:08:15

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

MOTION CARRIED
Unanimous at 9:06 p.m.

14. **Adjournment:**

Motion 10:08:16

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

MOTION CARRIED
Unanimous at 9:07 p.m.

Mayor

Assistant CAO