

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 7, 2012 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, M. Fischer & L. Thorogood

CAO R. Stoutenberg
Corporate Secretary C. Smith

Press (1)

Absent: Councillors D. Bachman, S. Wildeboer & P. Simons
Assistant CAO G. Switenky

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

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

Motion 12:08:01 Moved by Councillor Thorogood to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held July 17, 2012

Motion 12:08:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on July 17, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the July 17, 2012 Meeting Minutes

It was noted that the Community Infrastructure Improvement Fund application has been sent.

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

5. **Delegations:** (a) 6:45 P.M. – Brad Newton re: Under 18 Boys Provincial Soccer Champions

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: 2012 AUMA Convention

CAO, R. Stoutenberg explained that the 2012 AUMA Convention will be held on September 26-28 at the Shaw Conference Centre in Edmonton, AB. A room has been pre-booked at the Westin Hotel located at 10135-100th Street, Edmonton, AB.

He noted that the two page registration form would need to be returned to Charleen by August 10, 2012.

(b) Memo re: Lease Agreements

Waste to Energy Conversion Facility

CAO R. Stoutenberg advised that the County of Stettler and Prairie Bio Gas Ltd are moving forward to establish a site for the development of a Waste to Energy System in Stettler. The attached lease agreement is being presented to each municipal member of the Stettler Waste Management Authority, for their approval.

Various items were noted by members of Council as follows:

Section 2.1 – Change the word effect to affect.

Section 6.1 – Unconditional use of the SWMA equipment, cost per hour for the equipment and compensation for the use of this equipment. CAO R. Stoutenberg will contact the County for clarification on the use of machinery and equipment for the construction of buildings related to the Waste to Energy Conversion Facility.

Section 7.2 – Any structures or improvements constructed on the leased lands by the County shall remain the property of the County and may be removed by the County. Council felt the original intention was that they were to be left on site. It was noted that the wording “may remove” allows the building to remain or be removed.

Section 10.1 – Concern that \$2,000,000 insurance should be increased. CAO R. Stoutenberg to contact the County to increase the liability insurance.

Stettler Waste Management Authority

CAO R. Stoutenberg advised that the Town of Stettler, County of Stettler, Villages of Donalda, Botha, Big Valley, Gadsby and the Summer Villages of Rochon Sands and White Sands have entered into an agreement to establish an efficient and environmentally acceptable solid waste management and disposal system for the benefit of all parties and the current SWMA Board.

The SWMA amended the current SWMA Agreement to address the addition of a Recycling Representative member-at-large from the Heartland Beautification Committee. Various amendments were also made to the Administration and Governance portion of the agreement to reflect current operating practices.

The agreement is 13 years old and has therefore been amended, with various other minor changes and requires approval from all participating municipalities.

Various items were noted by members of Council as follows:

Section 3.5 – Should read “The CAO shall be responsible for the authorization of all expenditures authorized in the SWMA operating or capital budgets from funds administrated on behalf of the Authority”

Section 5.10 – Should also include a reference to the representative in 2.1(i) & (j).

Section 5.11 – Should read “The books, financial accounts and records of the Authority shall be audited at least once a year by a Provincially Accredited Accounting Firm”.

CAO R. Stoutenberg will contact the County to reflect the amendments.

5. **Delegations:** (a) 6:45 P.M. – Brad Newton re: Under 18 Boys Provincial Soccer Champions

Team players from the under 18 boys' soccer team and coaches entered the meeting at approximately 6:45 p.m.

Mayor Richards welcomed Stettler Provincial Soccer team players and coaches to the meeting.

Mayor Richards congratulated the Stettler under 18 Boys Soccer Team for winning the 2012 Provincial Soccer Championships in Three Hills, AB

Mayor Richards thanked the coaches and the players for representing Stettler and for their hard work in bringing home the championship.

Mayor Richards presented the Stettler FC coaches and the team members with a certificate recognizing their achievement and success.

Mayor Richards temporarily recessed the meeting at 6:50 p.m. to allow Council to congratulate the players and coaches.

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

Mayor Richards reconvened the meeting at 7:00 p.m.

6. **Administration Con't:** (c) Notice of August 28, 2012 Communications Workshop at the SRC from 9:30 AM – 3:30 PM

CAO R. Stoutenberg noted that a Communications Workshop will be held on August 28, 2012 from 9:30am – 3:30pm at the SRC. Mayor Richards and Councillors Fischer, Campbell and Thorogood (tentatively) will attend.

- (d) CAO Report

CAO R. Stoutenberg highlighted his monthly organizational report to Council.

Motion 12:08:03

Moved by Councillor Campbell that the Town of Stettler accept the CAO Report for the month of July as presented.

MOTION CARRIED
Unanimous

- (e) Accounts Payable in the amount of \$950,186.74

Motion 12:08:04

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$153,081.05, \$146,167.12 VOID, \$146,167.12, \$464,768.54 and \$186,170.03 for the period ending August 1, 2012 for a total amount of \$950,186.74 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- July 18 - SRC Update with Town and County Council.
- In-Camera Meeting with CAO R. Stoutenberg at the County.
- July 20 - Met with a concerned citizen at the Town Office.
- Town Office duties.
- Emailed MP Office re: Community Infrastructure Improvement Fund Grant.
- July 25 - Meeting at the County Office with CAO R. Stoutenberg.
- Contacted MP Sorenson's Constituency Office.
- July 30 - Communities in Bloom at Town Office.
- Lunch at the Museum.
- Supper at West Stettler Park.
- Aug 3 - Town Office duties.
- Called MP's Office and they asked to be copied on the CIIF Application.

(b) Councillor Bachman

- No report – absent from meeting.

(c) Councillor Campbell

- July 18 - SRC Update with Town and County Council.
- July 19 - Red Deer Regional Municipal Users Group Meeting in Drumheller.
- July 25 - Rodeo Meeting.
- July 30 - Communities in Bloom Judges.
- Aug 4 - Attended Village of Consort's 100th Celebration re: breakfast with Lieutenant Governor and parade.

(d) Councillor Fischer

- July 18 - SRC Update with Town and County Council.
- July 21 - Attended Lacombe parade and breakfast.
- July 27 - Signed FCSS forms at the Royal Bank.
- Fire Authority Meeting.
- July 30 - Communities in Bloom judges.
- Luncheon at the Museum.
- Supper at West Stettler Park.

(e) Councillor Simons

- No report – absent from meeting.

(f) Councillor Thorogood

- July 18 - SRC Update with Town and County Council.
- Ambulance Board Meeting at the County re: In-camera Discussion.

(g) Councillor Wildeboer

- No report – absent from meeting.

8. **Minutes:** (a) Stettler Waste Management Authority Meeting of July 6, 2012

Motion 12:08:05

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

MOTION CARRIED
Unanimous

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

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

11. **Correspondence:** (a) Alberta Rural Development Network 2012 Conference & Trade Show
(b) Grey Matters 2012 Creating Age-Friendly Communities
(c) Alberta Recycling Conference – September 5-7, 2012
(d) Plains Midstream Canada
(e) Worth Every Penny – Conservation-Oriented Water Pricing in Canada
(f) Emergency Social Services (ESS) Forum 2012 – November 6, 2012
(g) Alberta Environment and Sustainable Resource Development re: AUMA Convention and Trade Show
(h) Thank You Card re: Communities in Bloom Judges

Motion 12:08:06

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

MOTION CARRIED
Unanimous

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

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

Motion 12:08:07

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

MOTION CARRIED
Unanimous at 7:25 p.m.

Motion 12:08:08

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

MOTION CARRIED
Unanimous at 7:50 p.m.

14. Adjournment:

Motion 12:08:09

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

MOTION CARRIED
Unanimous at 7:51 p.m.

Mayor

Assistant CAO