

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 4, 2006 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor J. Hunter

Councillors A. Campbell, S. Hurley, G. Majeran, R. Peeples,
D. Richards & L. Thorogood

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Press (2)

Absent:

None

Call to Order:

Mayor J. Hunter called the meeting to order at 6:30 p.m.

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

Motion 06:04:01

Moved by Councillor Richards to approve the agenda as presented with the following addition:

13(a) In-Camera – Ambulance Board

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on March 21, 2006

Motion 06:04:02

Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on March 21, 2006 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 21, 2006 Minutes

(i) None

4. **Citizen's Forum:**

(a) None

5. **Delegations:**

(a) 7:30 P.M. – Rick Owen re: Green Municipal Fund

This item was dealt with later in the meeting.

6. **Administration:**

(a) Memo re: Vehicle Tender

Town Council reviewed the memo prepared by John Keith, Director of Operational Services.

Three tenders were received for the purchase of a ½ Ton Truck as follows:

Stettler Dodge Ltd.	\$21,340.00
Swallow Ford Sales Ltd.	\$19,505.00
Stettler GM Ltd.	\$15,550.00

The 2006 Capital budget allocates \$29,000 from the General Reserve to finance this item. Staff recommendation is to award the tender to Stettler GM Ltd. at a cost of \$15,550.00.

Motion 06:04:03

Moved by Councillor Thorogood that the Town of Stettler Council award the ½ Truck Tender to Stettler GM Ltd. at a cost of \$15,550.00.

MOTION CARRIED
Unanimous

(b) Memo re: Tractor Tender

Mayor Hunter declared a possible conflict of interest and did not participate in discussion or voting on the recommendation.

Deputy Mayor Councillor Thorogood assumed the chair.

Town Council reviewed the memo prepared by Brian Wollis, Assistant Director of Parks & Leisure Services.

Three proposals were received for the purchase of a 55 hp tractor as follows:

Agro Stettler (John Deere)	\$19,005.23
Bill's Farm Supplies Inc. (New Holland)	\$24,342.50
Homestead Equipment (Case IH)	\$26,900.00

Note: Agro Stettler inadvertently quoted a 50HP tractor instead of 55 HP as specified in the tender document, thereby eliminating their quote from the purchase decision.

The 2006 Capital Budget allocates \$30,000 from the General Reserve to finance this item. Staff recommendation is that the TC-55 New Holland is very maneuverable, allows for easy hookup of equipment, has excellent visibility and the cost is \$5,657.50 under the estimated budget. Therefore, the TC-55 New Holland is the tractor tender recommended for acceptance.

Motion 06:04:04

Moved by Councillor Majeran that the Town of Stettler Council approve the purchase of a 55HP New Holland tractor from Bill's Farm Supplies Inc. in the amount of \$24,342.50 including GST.

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

Mayor Hunter resumed the chair.

(c) Memo re: Trench Shoring

Town Manager, R. Stoutenberg explained that the Town of Stettler leased trench shoring equipment in 2001 for a five year term. The equipment has served the Town well, is in good condition and continues to be needed by the public works crew.

In 2006, the Town has the option of renewing the lease for another five year term or can buyout the lease. The original lease was for \$6,285.00; the cost over the five years was \$3,554.02 and the buyout as of April 28, 2006 is \$4,069.48. The Town can renew the lease for another five years at a cost of \$3,125.40 with a buyout in 2011 of \$2,034.74.

There is no 2006 Capital Budget approved for this item however, this buyout can be accommodated utilizing the capital budget residual remaining after the ½ ton truck and the 55HP tractor were purchased below the estimated costs.

Staff is recommending that Council buyout the trench shoring equipment in 2006 rather than renewing the lease. This will save the Town from paying lease renewal fees of \$350 and finance charges of 4.50% per annum.

Motion 06:04:05

Moved by Councillor Peebles that the Town of Stettler Council buyout the trench shoring equipment lease in the amount of \$4,069.48 with financing to be allocated from the General Reserve.

MOTION CARRIED
Unanimous

(d) Board of Trade Strategic Planning Items for 2006

Town Manager, R. Stoutenberg reviewed the Stettler Regional Board of Trade and Community Development's Strategic Planning Items for 2006. This item was presented to Council for information purposes.

(e) Update re: Strategic Planning 2006

Town Manager, R. Stoutenberg reviewed the Town's 2006 Strategic Plan and updated Council with respect to the actions/results achieved to date on a goal by goal basis.

Discussion ensued regarding areas of progress.

This item was presented to Council for information purposes.

(f) Memo re: Parks & Public Spaces Master Plan Proposals

This item was dealt with later in the meeting.

(g) Town Manager's Report

Motion 06:04:06

Moved by Councillor Majeran that the Town Manager's Report for the month of March be accepted as presented.

MOTION CARRIED
Unanimous

(h) Update re: Leisure Centre

Town Manager R. Stoutenberg informed Council of the progress to date. The facility is really taking shape. Painting and filling is on-going and the waterslide has been laid out for installation. The outside storage area has been condensed to provide some additional parking for the Trade Fair.

(i) Accounts Payable in the amount of \$836,620.66

Motion 06:04:07

Moved by Councillor Hurley that Accounts Payable for the period ending March 30, 2006 in the amount of \$836,620.66 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

6. **Administration Con't:** (f) Memo re: Parks and Public Spaces Master Plan Proposals

Director of Parks & Leisure Services, Lee Penner entered the meeting at 7:00 p.m.

Director of Parks & Leisure Services, L. Penner briefly reviewed the two proposals submitted from qualified firms to develop a Parks and Public Spaces Master Plan:

Community Development Consultants	\$28,255.00
UMA Engineering Ltd.	\$81,663.00

The large price differential primarily relates to the amount of detail that would be included each final document. Both companies will spend close to the same amount of time on the public consultation component.

Council was reminded that UMA has previously been awarded the contract for the Downtown Streetscape Conceptual Design.

Staff is recommending that the level of detail included in the Parks and Public Spaces Master Plan proposed by Community Development Consultants (C.D.C.) would be sufficient to give the Town the appropriate direction for our community's desires, and a base for our future growth and development. Given the need for money to be spent on actual grass and trees in our parks, greater detailed planning could still be contracted on an as need basis.

Discussion ensued regarding the amount and degree of detail verses the quoted fees.

Motion 06:04:08

Moved by Councillor Majeran that the Town of Stettler Council approve engaging Community Development Consultants (C.D.C.) to prepare a Parks and Public Spaces Master Plan for the Town of Stettler, as per their Proposal for Consultation and Design Services with an estimated cost of \$28,255.

MOTION CARRIED
Unanimous

Director of Parks & Leisure Services, L. Penner departed the meeting at 7:10 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Mar 22 - Joint Town/County/Villages Meeting.
- Mar 23 - Joint Building Submissions.
- Mar 24 - Office Duties.
- Mar 30 - Hiring Fair.
- Apr 3 - DTRHA Meeting.
- Apr 4 - Heartland Beautification Meeting.

(b) Councillor Campbell

- Mar 22 - Joint Town/County/Villages Meeting.
- Mar 30 - Parkland Regional Library Meeting.
- Apr 3 - DTRHA Meeting.

(c) Councillor Hurley

- Apr 3 - DTRHA Meeting.

(d) Councillor Majeran

- Mar 22 - Joint Town/County/Villages Meeting.
- Apr 3 - Heartland Youth Centre Meeting.

(e) Councillor Peeples

- Mar 9 - Epcor Meeting.
 - Negotiating Committee on Regional Water System.
- Mar 14 - Committee of the Whole Meeting.
- Mar 16 - Luncheon Meeting with Drumheller Mayor & Manager.
 - Red Deer River Municipal Users Group.
 - Red Deer River Municipal Users Group Meeting with Environment Minister, Gary Boutlier.
- Mar 20 - Museum Meeting.
- Apr 3 - DTRHA Meeting.

(f) Councillor Richards

- Mar 22 - Joint Town/County/Villages Meeting.
- Mar 23 - Joint Building Submissions.
- Mar 30 - Ambulance Board Meeting.
- Apr 3 - DTRHA Meeting.

(g) Councillor Thorogood

- Mar 22 - Joint Town/County/Villages Meeting.
- Mar 30 - Ambulance Board Executive and Board Meetings.
- Apr 3 - DTRHA Meeting.
- Apr 4 - Heartland Beautification Meeting (regrets due to work).
- Apr 10 - MPC Meeting (regrets due to work).

8. **Minutes:**
- (a) Joint Town, Villages and County Councils Meeting of March 22, 2006
 - (b) Red Deer River Municipal Water Users Group Meeting of March 16, 2006
 - (c) Stettler Town & Country Museum Meeting of November 28, 2005

Motion: 06:04:09

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

MOTION CARRIED
Unanimous

9. **Public Hearings:** (a) None
10. **Bylaws:** (a) Memo re: Borrowing Bylaw 1930-06 to Replace Borrowing Bylaw 1928-06

Town Manager, R. Stoutenberg explained that the 2006 Capital Budget approves \$1.5 million in upgrades to the Water Treatment Plant primarily related to UV Disinfection. Estimated project financing was \$810,000 (54%) in grant funding and \$690,000 (46%) in debenture borrowing.

Given recent discussions with representatives of Associated Engineering, the estimated costs are more likely to be in the \$2 million range. In addition, grant funding (Alberta Municipal Water/Wastewater Partnership) should be conservatively reduced to 44%; although we will argue for more given the regional nature of the plant.

Section 258 of the *Municipal Government Act (MGA)* governs borrowings made for the purposes of financing capital property when the term of the borrowing exceeds 5 years. To ensure that a borrowing bylaw is valid the expenditure for a capital property/project must be included in a budget or authorized by Council. Given this pre-borrowing requirement, the project expenditure approved in the 2006 Capital Budget must be increased by Council resolution to reflect the higher cost and the revised amount to be borrowed.

At the March 21st, 2006 Council Meeting the related borrowing bylaw 1928-06 was given first reading in the amount of \$690,000 as included in the approved Capital Budget. This amount will not be sufficient and the advertising provisions of the MGA have been temporarily delayed to address this issue with Council. Upon consultation with Alberta Municipal Affairs it was determined that Bylaw 1928-06 should be abandon and a new borrowing bylaw (1930-06) should be presented to Council for first reading. Section 188 of the MGA provides that the previous readings of a proposed bylaw are rescinded if the proposed bylaw does not receive third reading within 2 years after receiving first reading. In the interim two year period the abandon Bylaw 1928-06 cannot be legally acted upon as it has only received first reading.

Motion: 06:04:10

Moved by Councillor Peeples that the Town of Stettler Council approves an increase in the estimated cost of upgrades at the Water Treatment Plant from \$1,500,000 to \$2,000,000 with revised financing as follows:

Grant	\$	880,000	(44%)
Debenture	\$	1,120,000	(56%)

MOTION CARRIED
Unanimous

Motion: 06:04:11

Moved by Councillor Richards that the Town of Stettler give first reading to Bylaw 1930-06.

MOTION CARRIED
Unanimous

11. **Correspondence:**
- (a) Community Design for the 21st Century – Reshaping Your Community
 - (b) Hwy 12 Drug Task Force
 - (c) Stettler District Agricultural Society
 - (d) CAEP Quicknotes

Motion: 06:04:12

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

MOTION CARRIED
Unanimous

12. **Additions:** (a) None

5. **Delegations (Con't):** (a) 7:30 P.M. – Rick Owen re: Green Municipal Fund

Director of Parks & Leisure Services, L. Penner entered the meeting at 7:30 p.m.

Rick Owen, Dr. Chris Fawcett, Andy Vanderlee & Norm Hamilton entered the meeting at 7:30 p.m.

At the February 21st, 2006 Council Meeting Town Manager R. Stoutenberg informed Council that the Town in cooperation with a group of local entrepreneurs (and a non-local patent holder) would be submitting "Intent to Apply" forms to the Federation of Canadian Municipalities (FCM) for Green Municipal Funding (GMF) – Energy RFP relating to the Perfect Ice Resurfacing Machine (PIRM). The final proposal/application would be returned to Council for further consideration and approval prior to the Town making any formal commitments.

R. Owen explained that FCM has received and accepted the Town's "Intent to Apply" forms and the Town is now invited to submit a full proposal to permit a complete evaluation of the PIRM. A proto-type of a single one metre long working model has already been developed and the proposal would be to access partial funding to develop this proto-type into a full working scale.

In comparison to traditional mobile ice resurfacing methods the initial expectations are that the new PIRM will save 98% of the water used, operate at less than 25% of the existing cost and provide 25% more rentable ice over the same time period.

The Request for Proposal commits \$75,000 from local entrepreneurs (25%); \$75,000 (non-cash) from the Town of Stettler (25%); and a \$150,000 grant from the GMF (50%). R. Owen explained that the Town's full contribution would be in lieu of charging a rental fee for the use of the Red Rink during non-rentable hours from May through December 2006. During this time a full scale working model would be installed and tested in the facility. The Town would be refunded for all increased operational costs related to summer ice, should the ice be warranted for developmental testing purposes. It was stated that rentable ice time in the fall for user groups would not be materially affected.

Discussion ensued regarding the installation of a full size working proto-type suspended from the roof in the Red Rink, safety and liability obligations and contractual clarity between the parties. It was mutually agreed that it would be more appropriate to further discuss this item during the In-Camera session given the legal and contractual nature of possible terms and commitments, if any.

Mayor Hunter thanked the representatives of the Perfect Ice Resurfacing Machine and acknowledged that time is of the essence given the short deadline, April 12th, 2006 for submitting GMF - Energy Proposals to FCM.

Rick Owen, Dr. Chris Fawcett, Andy Vanderlee & Norm Hamilton departed the meeting at 8:07 p.m.

Mayor Hunter recessed the meeting at 8:07 p.m.

Mayor Hunter reconvened the meeting at 8:10 p.m.

13. **In-Camera Session:** (a) Ambulance Board
(b) Perfect Ice Resurfacing Machine

Motion 06:04:13

Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager, Director of Finance & Administration and Director of Parks & Leisure Services present to discuss the items as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 8:10 p.m.

Director of Parks & Leisure Services, L. Penner departed the In-Camera Meeting at 8:43 p.m.

Motion 06:04:14

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

MOTION CARRIED
Unanimous at 9:40 p.m.

14. **Adjournment:**

Motion 06:04:15

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

MOTION CARRIED
Unanimous at 9:40 p.m.

Mayor

Director of Finance & Administration