

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 7, 2006 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors A. Campbell, S. Hurley, G. Majeran, R. Peebles,
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 06:03:01 Moved by Councillor Richards to approve the agenda as presented with the following additions:

6(i) 70th Street Sanitary Main Extension Tender

13(c) In-Camera – Stettler Minor Hockey Association

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

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

Motion 06:03:02 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on February 21, 2006 be approved as presented.

MOTION CARRIED
Unanimous

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

(i) None

4. **Citizen's Forum:** (a) None

5. **Delegations:** (a) 7:30 P.M. – Kevin Stewart & Larry Wilson – Leisure Centre Fundraising Committee

This item was dealt with later in the meeting.

(b) 8:00 P.M. – Sgt. Kevin Picard, RCMP 2005 Year Review Statistics

This item was dealt with later in the meeting.

6. **Administration:** (a) FCSS 2006 Operating Budget

Town Manager, R. Stoutenberg reviewed the Stettler & District Family & Community Support Services (FCSS) 2006 Operating Budget. The Town's 2006 Interim Operating Budget includes \$27,900 in net municipal funding for FCSS as per their request. This represents the 20% municipal share required to maximize the entire 80% share available from the province. This is an increase of \$691 over 2005.

Motion 06:03:03

Moved by Councillor Thorogood that the Town of Stettler Council accept the Stettler & District Family & Community Support Services (FCSS) 2006 Operating Budget as presented and approve a net municipal grant to the FCSS in the amount of \$27,900 for 2006.

MOTION CARRIED
Unanimous

(b) Federation of Canadian Municipalities - FCM Membership

Town Manager, R. Stoutenberg reviewed the, "Invitation to join" from the Federation of Canadian Municipalities (FCM). A membership fee for 2006-2007 would cost \$689.30.

Discussion ensued regarding the stated accomplishments of the FCM and the broad benefits of becoming a member.

Motion 06:03:04

Moved by Councillor Peebles that the Town of Stettler Council become a member of the Federation of Canadian Municipalities and that the membership fee in the amount of \$689.30 for the period April 1, 2006 to March 31, 2007 be approved.

MOTION CARRIED (6 – 1)
Opposed: Councillor Campbell

(c) Notice of Meeting – DTRHA – 12:00 Noon – April 3/06 at the Town Office

Town Manager, R. Stoutenberg informed Council that a meeting with representatives of the David Thompson Regional Health Authority (DTRHA) is scheduled for April 3/06 at 12:00 noon in the Town Office.

Discussion ensued regarding possible items to be discussed. Town Manager R. Stoutenberg and Mayor Hunter will finalize the agenda topics.

(d) Memo re: Arts & Crafts Room

Town Manager, R. Stoutenberg reviewed a memo jointly prepared by Alan Willis, Executive Director for Stettler Regional Board of Trade and Community Development and Lee Penner, Director of Parks & Leisure Services regarding utilization of the undeveloped space at the back of the multi-purpose area in the Recreation Centre as a dedicated arts and craft room.

It was stated that the Adult Learning Council (Society) will:

- partner with the Town and develop this room, complete with necessary equipment.
- obtain funding from grants for construction, equipment and initial operating costs, including rent to the Town.
- apply for grants that are available to the Adult Learning Council.

It was noted that in the original plans for the Recreation Centre, this space was intended to be a crafts room.

A design with costs, code requirements and a time line will be prepared upon Council approving the utilization of the undeveloped space at the back of the multi-purpose area in the Recreation Centre as a dedicated arts and crafts room.

Discussion ensued regarding rent. Town Manager R. Stoutenberg stated that Administration will work with the user group(s) to develop a fair and reasonable rental arrangement.

Motion 06:03:05

Moved by Councillor Thorogood that the Town of Stettler Council approve the use of the vacant undeveloped space at the back of the multi-purpose area in the Recreation Centre for an arts and crafts room. And that the Town will provide municipal opinion to support related grant applications necessary to appropriately develop the room for the intended purpose.

MOTION CARRIED
Unanimous

(e) Memo re: Sander Purchase

Town Manager, R. Stoutenberg reviewed Administration's memo regarding the 8 yard road sander purchase. He noted that the Town received three quotes from the following bidders:

- Industrial Machine - \$16,795
- Caytec Equipment - \$17,545
- Prairie Hydraulic - \$29,545

Upon review of the manufacturers specifications for each unit Administration is recommending the purchase of the equipment sander from Caytec as it has a heavier floor and chain assembly warranting the slightly higher price over the low quote.

The 2006 Capital Budget includes \$20,000 for this equipment.

Discussion ensued regarding the low bid and quotes versus legal tenders, varying manufacturer standard specifications on competing equipment, quality/value comparisons by appropriate staff, purchasing policy requirements for items over \$15,000 and due diligence.

Motion 06:03:06

Moved by Councillor Richards that the Town of Stettler Council approve the purchase of an 8 yard road sander from Caytec Equipment at cost of \$17,545.

MOTION CARRIED (6 – 1)
Opposed: Councillor Majeran

(f) Memo re: 2006 Street Improvements Concrete Tender

Town Manager, R. Stoutenberg reviewed Administration's memo regarding the 2006 Street Improvements Concrete Tender. He noted that the Town received two quotes from the following bidders:

- Proform Concrete services Inc. - \$103,470.00
- J. Branco & Sons Concrete Services Ltd. - \$120,739.26

At the February 7th, 2006 Council Meeting the paving tender was awarded and Council determined it necessary to increase to the 2006 Capital Budget by \$105,000 to accommodate the related concrete tender.

Administration recommends awarding the contract to the low bidder Proform Concrete Services Inc.

Motion 06:03:07

Moved by Councillor Hurley that the Town of Stettler Council award the 2006 Street Improvements Concrete Tender to Proform Concrete Services Inc. in the amount of \$103,470.00 (tax out).

MOTION CARRIED
Unanimous

Mayor Hunter declared a possible conflict of interest on items 6(g), 6(h) & 6(i) and by departing the Council Chambers excused himself from discussion and voting on these items.

Deputy Mayor Councillor Thorogood assumed the chair.

(g) Memo re: 2006 Gravel Tender

Town Manager, R. Stoutenberg reviewed Administration's memo. He noted that the Town received two quotes from the following bidders:

- Marshall Trucking	\$38,150.00
- Gord's Trucking	\$47,710.00

Administration recommends awarding the contract to the low bidder Marshall Trucking.

Motion 06:03:08

Moved by Councillor Campbell that the Town of Stettler Council award the 2006 Gravel Tender to Marshall Trucking at a cost of \$38,150.00 (tax out).

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

(h) Memo re: 51 Street & 50 Avenue Water Main Replacement Tender

Town Manager, R. Stoutenberg reviewed Administration's memo. He noted that the Town received four quotes from the following bidders:

	<u>Tax In</u>	<u>*Tax Out</u>
- Wally's Backhoe Service	\$251,219.89	(*234,784.94)
- Wooden Construction	\$296,718.60	(*277,307.10)
- Kran Construction Ltd.	\$399,689.12	(*373,222.00)
- Brooks Asphalt & Aggregate Ltd	\$412,187.54	(*385,222.00)

Town Manager R. Stoutenberg explained that the 2006 Capital Budget includes only \$179,400 for this project, however additional funding can be allocated under the Town's uncommitted Alberta Municipal Infrastructure Program (AMIP).

Administration recommends awarding the contract to the low bidder Wally's Backhoe Service. Engineering and Geotechnical will be in addition to this contract.

Motion 06:03:09

Moved by Councillor Peeples that the Town of Stettler Council award the 51 Street & 50 Avenue Water Main Replacement Tender to Wally's Backhoe Service at a cost of \$234,784.94 (tax out) and that the 2006 Capital Budget be increased by \$85,600 with corresponding funding being allocated under the Alberta Municipal Infrastructure Program.

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

(i) Memo re: 70 Street Sanitary Main Extension Tender

Town Manager, R. Stoutenberg reviewed Administration's memo. He noted that the Town received six quotes from the following bidders based on two options:

	Tax In Option "A"	Tax In Option "B"
1. Wally's Backhoe Service	\$215,332.15	\$189,438.15
2. Wooden Construction	\$279,949.18	\$224,157.03
3. Kran Construction Ltd.	\$216,773.98	\$191,517.91
4. Alfresco Contracting Ltd.	\$0.00	\$196,219.55
5. Boulder Contracting Ltd.	\$266,255.06	\$221,529.06
6. Prairie Ghost Contracting	\$219,344.64	\$184,204.13

Town Manager explained that the Option "A" is to directionally drill the 70th Street Crossing and Option "B" is to open cut the 70th Street Crossing. Although Option "A" is more costly, it is the preferred method given that the road is relatively new.

The 2006 Capital Budget includes \$232,550 for this project.

Administration recommends awarding the contract to the low bidder for Option "A" Wally's Backhoe Service. Engineering and Geotechnical will be in addition to this contract.

Motion 06:03:10

Moved by Councillor Majeran that the Town of Stettler Council award the 70 Street Sanitary Main Extension Tender to Wally's Backhoe Service for Option A (Cased Road Crossing) at a cost of \$201,245.00 (tax out).

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter.

Mayor Hunter resumed the chair.

(j) March 22/06 – 3:30 P.M. – Joint Council Meeting Agenda Possible Items:

- 2006 Municipal Sponsorship – Regional Communication
- Elected Officials Disaster Training
- DTRHA Meeting on April 3, 2006
- Recreation cost sharing

(k) Town Manager's Report

Motion 06:03:11

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

MOTION CARRIED
Unanimous

(l) Update re: Leisure Centre

This item was dealt with later in the meeting during Delegation Item 5(a).

(m) Accounts Payable in the amount of \$308,837.47

Motion 06:03:12

Moved by Councillor Peeples that Accounts Payable for the period ending March 2, 2006 in the amount of \$308,837.47 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 7:30 P.M. – Kevin Stewart & Larry Wilson – Leisure Centre Fundraising Committee

K. Stewart & L. Wilson, Leisure Centre Fundraising Committee members entered the meeting at 7:30 p.m.

Update re: Leisure Centre

Town Manager, R. Stoutenberg informed Council that the Leisure Centre is progressing. The upstairs meeting rooms are nearing completion. Tiling and painting is continuing. Only a couple of concrete pours remain and concrete testing will commence in the near future.

Mayor Hunter welcomed K. Stewart and L. Wilson to Council.

K. Stewart, on behalf of the Fundraising Committee thanked Town employee Laurie Tait, General Accountant for her detailed tracking of fundraising activities. To date actual money fundraised is approximately \$1.5 million. In addition, the inclusion of gifts-in-kind increase the total contribution for recognition purposes to approximately \$1.74 million.

K. Stewart informed Council that there is a significant amount of sponsored donations directed towards equipment for the fitness area. Discussion ensued regarding the amount of fitness equipment to be purchased. Town Manager R. Stoutenberg explained that \$100,000 has been allotted to purchase equipment for the fitness area.

K. Stewart presented a design sketch of the etched glass recognition wall to be located in the lobby area. The Fundraising Committee has separately raised approximately \$45,000 for recognition and signage purposes. For consistency purposes the Fundraising Committee has included new signage for the lobby area of the Recreation Centre as well. It was stated that the supplier requires a letter of intent/Purchase Order from the Town to pre-order the required glass for the recognition wall and related signage.

Prior to ordering signage K. Stewart requests that Council consider whether each facility will have a separate name (Stettler Recreation Centre and Stettler Leisure Centre) or whether both facilities should be combined to become the Stettler Recreation and Leisure Centre.

Mayor Hunter informed K. Stewart and L. Wilson that this item will be referred to Committee for further discussion.

Discussion continued regarding the importance of accurately recognizing contributors/grant funding sources and the approach to be taken by the Fundraising Committee.

It was stated that May 10th, 2006 is the Fundraising Committee's golf tournament to generate additional funds for recognition and signage purposes.

Mayor Hunter, on behalf of Council thanked K. Stewart, L. Wilson and the entire Stettler Leisure Centre Fundraising Committee for their exceptional effort and dedicated commitment.

K. Stewart and L. Wilson departed the meeting at 8:02 p.m.

(b) 8:00 P.M. – Sgt. Kevin Picard, RCMP 2005 Year Review Statistics

Sgt. K. Picard entered the meeting at 8:02 p.m.

Mayor Hunter welcomed the RCMP Detachment Commander to Council.

Sgt. K. Picard presented the RCMP Detailed Report – 2005 Summary. Questions and discussion ensued regarding statistical information included in the report.

Sgt. Picard proposed five Traffic Plan objectives for 2006. Brief discussion ensued regarding the targeted outcomes.

Mayor Hunter informed Sgt. K. Picard that this item will be referred to Committee for further discussion.

Mayor Hunter thanked RCMP Detachment Commander, Sgt. K. Picard for this presentation.

Sgt. K. Picard left the meeting at 8:45 p.m.

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

-Feb 24 - Town Office Duties.

-Mar 1 - Marketing Board Meeting.

-Mar 2 - Beautification Meeting.

-Mar 3 - Brought Greetings at the County Zone Meeting with Town representatives and contractors.

(b) Councillor Campbell

- Feb 14 - Committee of the Whole Meeting.
- Feb 24 - Stettler Hospital Services Foundation Meeting.
- Mar 1 - Stettler Hospital Services Foundation Meeting.
- Mar 2 - Parkland Regional Library Executive Meeting.

(c) Councillor Hurley

- Feb 16 - Water Meeting at the Community Hall.
- Feb 27 - FCSS Meeting.
- Mar 7 - Water Negotiations Committee Meeting.

(d) Councillor Majeran

- Mar 6 - Heartland Youth Centre Meeting.
- Mar 7 - Water Negotiations Committee Meeting.

(e) Councillor Peebles

- Feb 24 - Red Deer River Watershed Alliance Meeting at Olds College.
- Mar 1 - Meeting with Town Manager, R. Stoutenberg on Red Deer River Watershed Alliance Meeting and information.
- Mar 2 - Stettler Regional Partnership Steering Committee. well represented from all areas and very informative.
- Mar 7 - Meeting at Town Office re: Stettler Negotiating Committee.

(f) Councillor Richards

- No report – on holidays.

(g) Councillor Thorogood

- Feb 27 - FCSS Meeting.
- Mar 1 - Board of Trade re: Proposal for new development in County.
- Mar 2 - Beautification Meeting re: recycling emphasis.

8. **Minutes:**

- (a) Parks & Leisure Services Board Meeting of February 13, 2006
- (b) Municipal Planning Commission Meeting of February 10, 2006
- (c) East Central Alberta Regional Water Commission Meeting of February 16, 2006

- (d) Red Deer River Watershed Alliance Meeting of June 15, 2005

Motion: 06:03:13

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

MOTION CARRIED
Unanimous

9. **Public Hearings:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Stettler United Church re: Recycling

Mayor Hunter informed Council that a Recycling Survey will be undertaken at the Trade Fair.

- (b) City of Red Deer – E-911 Activity Report

- (c) Stettler P&H Elevator Preservation Society

- (d) Labour Force Strategy

- (e) Alberta Capital Finance Authority

Town Manager, R. Stoutenberg advised that the Town of Stettler's CAO has attended the Annual General Meeting of the Alberta Capital Finance Authority in the past and it has been a very worthwhile event.

Motion 06:03:14

Moved by Councillor Majeran that Town Manager, R. Stoutenberg, or designee, be appointed to represent and vote the shares of the Town of Stettler at the Annual General Meeting of the Alberta Capital Finance Authority to be held on March 29, 2006 in Edmonton.

MOTION CARRIED
Unanimous

- (f) Alberta Solicitor General & Public Security

Mayor Hunter informed Council that the Alberta Solicitor General and Public Security Ministry received 30 submissions to the RFP for the proposed Alberta Police and Peace Officer College. Due to the high number of submissions and the need to analyze each one in great detail the review committee will not be able to short list the submissions within the 90 day time frame referred to in the RFP. Given this, the review committee is requesting an extension of the Proposal Acceptance Period to 12:01 a.m. May 15, 2006, in accordance with Article 7.3 of the RFP.

Brief discussion ensued. Mayor Hunter concluded that the Town does not have much of a choice in this matter and therefore the Ministry will be informed that the Town does not object to the extension as proposed.

- (g) David Thompson Health Region (DTHR) re: Health Symposiums

Councillors Hurley and Richards have attended in the past.

(h) David Thompson Health Region (DTHR) re: Dr. A. Drummond

Dr. A. Drummond is requesting accurate population figures to support an increase in the number of active beds in the Stettler Hospital, as well as an increase in the number of physicians for Stettler.

Discussion ensued regarding the timing of the next census being in 2006 (Federal), however official results will not likely be available until 2008. A municipal census will not be undertaken in 2006. It was mutually agreed that Town Manager R. Stoutenberg will provide Dr. A. Drummond with relevant municipal property data and other growth related indicators.

(i) Stettler District Agricultural Society

The Agricultural Society informed Council that it will no longer be hosting the annual parade.

Discussion ensued regarding other possible options.

Motion: 06:03:15

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

MOTION CARRIED
Unanimous

12. **Additions:** (a) Dealt with under item 6(i).

13. **In-Camera Session:** (a) WTP Negotiations
(b) Land Acquisition/Development
(c) Stettler Minor Hockey Association

Motion 06:03:16

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

MOTION CARRIED
Unanimous at 9:08 p.m.

Mayor Hunter and Councillor Richards declared a possible conflict of interest and by departing the Council Chambers excused themselves from discussion on the Land Development matter only.

Motion 06:03:17

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

MOTION CARRIED
Unanimous at 10:45 p.m.

Motion 06:03:18

Moved by Councillor Campbell that the Town of Stettler Council extend the regular meeting past 10:30 p.m. in accordance with the requirements of Council Procedure Bylaw 1746-96.

MOTION CARRIED
Unanimous

13(b) Land Acquisition – Lot Sale Agreement Amendment

Brief discussion ensued regarding the return of four (4) lots in Meadowlands 6A subdivision by one contractor. It was stated that the delay in the lot(s) possession date caused the contractor to reallocate efforts and resources elsewhere.

Motion 06:03:19

Moved by Councillor Peeples that the Town of Stettler Council approve an amendment to the Multiple Lot Land Purchase Agreement dated June 1st, 2005 with Alta 1 Investments Ltd. which effectively reduces the lot cancellation penalty from 6% (discount given at time of purchase) to 3%.

MOTION CARRIED (4-3)
Opposed: Councillors Majeran,
Richards & Thorogood

13(b) Land Development – Winter Construction Costs

Mayor Hunter and Councillor Richards declared a possible conflict of interest and by departing the Council Chambers excused themselves from discussion and voting on this item.

Discussion ensued regarding reasonable extra costs associated with winter construction in Meadowlands.

Motion 06:03:20

Moved by Councillor Majeran that the Town of Stettler Council approve a one time \$1,500 all inclusive rebate to the owners of new lots in Meadowlands 6A and 5 who purchased from the Town on June 1, 2005 (or 30 days later in accordance with contractor lot draw restrictions), and who experienced extra winter construction costs due to the extension of their expected lot possession date given subdivision servicing delays.

MOTION CARRIED (4 – 1)
Opposed: Councillor Hurley with the
abstention of Mayor Hunter &
Councillor Richards

14. Adjournment:

Motion 06:03:21

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

MOTION CARRIED
Unanimous at 10:55 p.m.

Mayor

Director of Finance & Administration