

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MAY 16, 2006 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, S. Hurley, G. Majeran, R. Peeples & D. Richards  
  
Town Manager R. Stoutenberg  
Director of Finance & Administration G. Switenky  
  
Press (3)

**Absent:** Councillor L. Thorogood

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

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

**Motion 06:05:22** Moved by Councillor Campbell to approve the agenda as presented with the following additions:

12(a) Memo re: Meadowlands 6B Road & Lane Construction Tender

12(b) Memo re: Replacement Rescue Truck

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held May 2, 2006

**Motion 06:05:23** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on May 2, 2006 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the May 2, 2006 Minutes

None

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

5. **Delegations:** (a) 7:15 P.M. – Introduction of New Librarian – Deborah Cryderman

This item was dealt with later in the meeting.

6. **Administration:** (a) Demolition Tax Refunds

Director of Finance & Administration, G. Switenky circulated a confidential memo informing Council of the property owner's names. This information is considered personal and should not be released under the *Freedom of Information and Protection of Privacy Act (FOIP)*.

Councillor Richards declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on a demolition refund for Tax Roll #207200009.

**Motion 06:05:24**

Moved by Councilor Majeran that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #207200009 in the amount of \$205.19 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous with the abstention of  
Councillor Richards

Councillor Richards returned to the meeting.

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on a demolition refund for Tax Roll #903600009.

Deputy Mayor Councillor Peeples assumed the chair.

**Motion 06:05:25**

Moved by Councilor Richards that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #903600009 in the amount of \$327.54 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Hunter

Mayor Hunter resumed the chair.

**Motion 06:05:26**

Moved by Councilor Hurley that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #138017009 in the amount of \$114.90 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous

**Motion 06:05:27**

Moved by Councilor Peeples that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #451470006 in the amount of \$199.11 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous

(b) Policy XIII-2 – Assignment of Responsibility and Accountability for Safety

Town Manager, R. Stoutenberg explained that the first draft of this Policy was originally reviewed by Council on February 6<sup>th</sup>, 2006 and referred back to Administration. Since then, revisions have been made to the policy to address/clarify concerns identified at that time.

The policy outlines primary provisions concerning health and safety requirements and assigns levels of responsibility for all managers, department heads, foreman/other supervisors and employees.

The Assignment of Responsibility and Accountability for Safety - Policy XIII-2 is recommended by the County (Regional) Safety Coordinator and has been reviewed and approved by the Safety Committee.

**Motion 06:05:28**

Moved by Councillor Campbell that the Town of Stettler Council approve Policy XIII-2 being the Assignment of Responsibility and Accountability for Safety as presented.

MOTION CARRIED  
Unanimous

- (c) June Newsletter Items
- Water Smart Program
  - 2006 Taxes due June 30, 2006
  - Education Property Tax Rebate for Seniors
  - Picking up after Pooches Required
  - Fire Pits & Outdoor Fireplaces Regulations
  - RCMP Musical Ride – July 20, 2006

(d) Update re: Leisure Centre

Town Manager, R. Stoutenberg informed Council that exterior site improvements are in progress and that filing remains ongoing. There have been no significant surprises to date. It is anticipated that the pool will be open by the end of June.

(e) Bank Reconciliation as of April 30, 2006

**Motion 06:05:29**

Moved by Councillor Peebles that the Bank Reconciliation as of April 30, 2006 be accepted as presented.

MOTION CARRIED  
Unanimous

(f) Accounts Payable in the amount of \$273,979.86

**Motion 06:05:30**

Moved by Councillor Hurley that Accounts Payable for the period ending May 11, 2006 in the amount of \$273,979.86 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- May 5
  - Town Office duties.
  - Public Hearing on re-zoning.
- May 9
  - Lunch with Lieutenant Governor, Leisure Centre Meeting Room Opening, Football Dinner & DARE Graduation.
- May 11
  - Interview with CDC re: Parks Master Plan.
- May 12
  - Town Office duties.
- May 15
  - Meeting with Reeve Marshall.

(b) Councillor Campbell

- May 4 - Parkland Regional Library Executive Meeting.  
- Water Meeting in Castor.
- May 11 - Interview with CDC re: Parks Master Plan.
- May 15 - Library Board Meeting.

(c) Councillor Hurley

- May 4 - Water Negotiating Special Meeting.
- May 9 - Leisure Centre Meeting Room Opening, dinner with Lieutenant Governor and Shirley McClellan.
- May 11 - Interview with CDC re: Parks Master Plan.
- May 15 - FCSS Meeting.
- May 16 - Water Negotiating Committee Meeting.

(d) Councillor Majeran

- May 4 - WTP Negotiating Committee Meeting.  
- Water Commission Meeting.
- May 11 - Interview with CDC re: Parks Master Plan.
- May 16 - WTP Negotiating Committee.

(e) Councillor Peebles

- May 4 - Water Negotiating Meeting.  
- East Central Regional Water Executive & General Meeting.
- May 5 - Ground breaking for Regional Waterline 12/21 at Alix.
- May 15 - Water Meeting.  
- Museum Meeting.
- May 16 - Water Negotiating Meeting.

(f) Councillor Richards

- May 9 - Leisure Centre Meeting Room Opening & DARE Graduation.
- May 10 - Golf Tournament Fundraiser.

(g) Councillor Thorogood

- No report – absent from meeting.

8. **Minutes:**

- (a) Stettler Town & Country Museum Meeting of March 20, 2006
- (b) Heartland Beautification Meeting of May 4, 2006

- (c) Stettler Public Library Board Meeting of March 20, 2006

**Motion 06:05:31**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) New Funding Opportunity for Brownfield Remediation
- (b) AUMA re: Unconditional Grants
- (c) AUMA re: Federal Budget Brings Good News to Municipalities
- (d) Public Works Week May 21 – 27, 2006

**Motion 06:05:32**

Moved by Councillor Richards that the Town of Stettler Council proclaim the week of May 21 – 27, 2006 as Canadian Public Works Week.

MOTION CARRIED  
Unanimous

- (e) Stettler Public Library

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on this item.

Deputy Mayor Councillor Peeples assumed the chair.

Town Manager, R. Stoutenberg explained that the Libraries Act (Section 15) requires that the Library Board have their accounts audited by a person approved by Council. The Stettler Public Library Board is seeking Council's approval to engage Campbell Chapman, Chartered Accountants to perform the Audit requirement.

**Motion 06:05:33**

Moved by Councillor Majeran that the Town of Stettler Council approve the appointment of Campbell Chapman as the auditor for the Stettler Public Library.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Hunter

Mayor Hunter resumed the chair.

- (f) AUMA re: Summer Golf Tournament
- (g) Alberta Solicitor General & Public Security Special Projects

**Motion 06:05:34**

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

MOTION CARRIED  
Unanimous

5. **Delegations:**

- (a) 7:15 P.M. – Introduction of New Librarian – Deborah Cryderman

Rose Grant, Board Chair, Stettler Public Library Board and Deborah Cryderman, Librarian, Stettler Public Library entered the meeting at 7:01 p.m.

Mayor Hunter welcomed R. Grant and D. Cryderman to Council and commenced with Council introductions.

Councillor Campbell read a brief bio respecting the New Librarian and on behalf of Council welcomed her to her new post.

Mayor Hunter thanked R. Grant and D. Cryderman for attending the Council Meeting.

Delegation members departed the meeting at 7:06 p.m.

12. **Items Added:**

- (a) Memo re: Meadowlands 6B Road & Lane Construction Tender

Council reviewed the memorandum from J. Keith, Director of Operational Services regarding the Meadowlands 6B Road & Lane Construction Tender. The tender closed on May 3, 2006 with two bidders as follows:

- Brooks Asphalt & Aggregate Ltd.	\$758,330.85
- Central City Asphalt	\$785,729.62

All tenders include 7% GST and a 10% contingency allowance. Engineering fees and geotechnical testing will be extra to the overall project. 32 lots are currently planned for this stage.

Tagish Engineering is recommending awarding the tender to the low bid from Brooks Asphalt & Aggregate Ltd.

It was stated that this tender is only one component in the overall Meadowlands 6B capital budget. Development costs have increased which will result in more costly lots.

**Motion 06:05:35**

Moved by Councillor Richards that the Town of Stettler Council award the Meadowlands 6B Road & Lane Construction Tender to Brooks Asphalt & Aggregate Ltd. in the amount of \$758,330.85 tax in.

MOTION CARRIED  
Unanimous

- (b) Memo re: Replacement Rescue Truck

Town Manager, R. Stoutenberg reviewed the memo from Mark Dennis, Regional Fire Chief regarding the replacement of the existing rescue unit with a 2007 Freightliner M2 4-door chassis, featuring a 2006 Mercedes-Benz MBE 900 diesel engine, and an Allison 3000 EVS 6-speed automatic transmission c/w aluminum, modular style 15 foot rescue box.

The 2006 Capital Budget has approved the purchase of a new rescue unit estimated to cost \$244,000, subject to the County of Stettler's concurrence.

At this time only the chassis and engine will be ordered. Later in 2006 a request for proposals will be solicited from fire truck body manufacturers on an invitational basis to assemble, mount and deliver the rescue body as specified on the supplied chassis.

The Regional Fire Chief is recommending Freightliner as the preferred chassis for a number of reasons including: performance, service/ maintenance in Red Deer and to keep the chassis on fire apparatuses the same to simplify training requirements for the volunteers.

Red Deer Freightliner has stated that the Town will have 75 days from the placement of the chassis order to cancel without a penalty.

Discussion ensued regarding the age of the existing unit and the urgency of the purchase (before May 31<sup>st</sup> ) to avoid any cost increases related to chassis, engine and body designs required to meet new emission standards effective on 2007 diesel engines. It was stated that pre-2007 diesel engines will not have to comply with new emission standards.

**Motion 06:05:36**

Moved by Councillor Richards that the Town of Stettler Council, subject to the approval of the County of Stettler, approves placing an order for the rescue truck chassis, engine and transmission, with specifications as substantively presented, from Red Deer Freightliner before May 31<sup>st</sup>, 2006 at the quoted price of \$87,658. And further to distribute requests for proposals on an invitational basis to fire truck body manufactures to assemble, mount and deliver a rescue body as specified on the supplied chassis.

MOTION CARRIED  
Unanimous

13. **In-Camera Session:** (a) WTP Valuation – Campbell Ryder Consulting Group Ltd.

**Motion 06:05:37**

Moved by Councillor Hurley 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 item as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 7:20 p.m.

**Motion 06:05:38**

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

MOTION CARRIED  
Unanimous at 8:17 p.m.

14. **Adjournment:**

**Motion 06:05:39**

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

MOTION CARRIED  
Unanimous at 8:17 p.m.

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Mayor

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Director of Finance & Administration