

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 21, 2010 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, P. Simons, S. Wildeboer & L. Thorogood

CAO R. Stoutenberg
Assistant CAO G. Switenky

Press (2)

Absent: Councillor M. Fischer

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

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

Motion 10:12:21 Moved by Councillor Bachman to approve the agenda as presented with the following addition:

13(a) In-Camera – Property Matter

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held December 7, 2010

Motion 10:12:22 Moved by Councillor Wildeboer that the Minutes of the Regular Meeting of Council held on December 7, 2010 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the December 7, 2010 Meeting Minutes

Brief discussion ensued regarding the ongoing beautification project (pergola site) at the intersection of Hwy 12 & 56.

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

5. **Delegations:** (a) 7:15 P.M. Don Elliott re: Alberta Animal Services

This item was dealt with later in the meeting.

6. **Administration:** (a) Policy V-2(a) re: Tangible Capital Assets

CAO R. Stoutenberg advised that new Policy V-2(a) is now required to prescribe the accounting treatment for recognizing and recording tangible capital assets on a consistent basis and in accordance with CICA Public Sector Accounting handbook Section 3150.

The principle issues in accounting for tangible assets are the recognition of the assets, the determination of their carrying amounts and amortization charges and the recognition of any related impairment losses, so that users of the financial statements can discern information about the municipality's investment in tangible capital assets and the changes in such investment.

Discussion ensued regarding the value and purpose of reporting for Tangible Capital Assets.

Motion 10:12:23

Moved by Councillor Thorogood that the Town of Stettler Council approve Policy V-2(a), being the Tangible Capital Assets Policy as presented.

MOTION CARRIED
Unanimous

(b) Memo re: Community Hall Dishwasher

CAO R. Stoutenberg advised that the dishwasher in the Stettler Community Hall is approximately 35 years old and is not energy efficient. Concerns about it washing less than satisfactory have been voiced by many Hall users. Local electricians and restaurant maintenance companies have suggested it is time for a new one.

Tendered prices from three suppliers were solicited to replace the dishwasher in the Community Hall as follows:

Geanel Restaurant Supplies Ltd.	Blakslee D-8-B
\$6930.00 + \$150.00 freight	\$7080.00
Russel Food Equipment Ltd.	Champion D-HB/D-H1
\$9195.00 + \$150.00 freight	\$9345.00
Hesco Equipment Supply Company	Moyer-MD2000
\$9055.20 + \$150.00 freight	\$9205.20
Installation	\$ 500.00

Discussion ensued regarding whether there are any expected performance differences between alternative models quoted. No necessary features were identified.

Motion 10:12:24

Moved by Councillor Bachman that the Town of Stettler Council approve Administration's recommendation to purchase a Community Hall dishwasher as follows:

- The BlaksleeD-8-B dishwasher from Geanel Restaurant Supplies Ltd. for \$7080.00 plus \$500.00 for installation. And further that the existing hall reserve be used as the source of funding.

MOTION CARRIED
Unanimous

(c) Discussion re: Funding of Physician Recruitment Costs

It was identified that the Physician Recruitment Committee has requested clarification respecting Council's intent to continue to make available up to \$22,500 for "Each" physician relocating/recruited to practice in Stettler.

It was mutually agreed that Town Council considers this contribution necessary until such time as it is determined that the community has enough doctors.

It was noted that there are currently two physicians being actively pursued and both could be eligible for the incentive in 2011. It was acknowledged that these two physicians are not considered enough to meet our community's needs and that more doctors are still needed.

Discussion ensued regarding the professional/educational changes in South Africa that will make it very unlikely that doctors will continue to relocate from there. These changes will make it necessary for the local Committee to refocus recruitment efforts in other countries with additional costs (advertising etc.) to be incurred as a result.

It was mutually agreed that these additional costs are necessary to be successful.

Discussion continued regarding whether this incentive could/should be extended to the recruitment of other health care professionals on an as needed basis. It was mutually determined that Council did not support this at this time.

Mayor Richards concluded that the Town's representatives to the Physician Recruitment Committee have the authority to communicate Council's intent, endorsement and commitment towards the ongoing physician incentive and recruitment initiatives.

(d) Memo re: Interim Operating Budget 2011

CAO R. Stoutenberg explained that Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an Operating Budget for each calendar year. Section 242 further states that a Council may adopt an Interim Operating Budget for part of a calendar year.

Since the Town's 2011 Operating Budget will not be adopted until March/April 2011, an Interim Operating Budget is required to provide legal expenditure authority per Section 248 of the MGA.

The Interim Operating Budget is not used to set property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. An Interim Operating Budget ceases to have any effect when the Operating Budget and Tax/Mill Rate Bylaw are adopted.

Council and Senior Administration held an Operating Budget Session on November 8th, 2010 at which Council reviewed the financial impacts on three consecutive years of organizational activities 2011 – 2013. Administration has adjusted and recalculated the forecasts as directed and now requires Council to adopt an Interim Operating Budget for the year 2011.

Discussion ensued regarding the Utility and Tax rate increases proposed for 2011 and the resultant estimated contribution to Capital being estimated at \$816,120 (General \$459,980 & Utility \$356,140).

Mayor Richards stated that Council and Administration consider the property tax and utility rate increase estimates included in the 2011 – 2013 Interim Operating Budget necessary given the present and future obligations required in our community. The three-year forecast reflects Council's intent to be fiscally responsible and accountable to its residents.

The 2011 – 2013 Interim Operating Budget enables Council to sustain the current high level of public services, facilities and utilities for all Stettler residents, as well as continue to renew aging capital infrastructure and equipment on an affordability basis.

Motion 10:12:25

Moved by Councillor Bachman that the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the adjusted First Draft Operating Budget Estimates totaling \$13,862,130 for the year 2011 as an Interim Operating Budget for that part of 2011 prior to the Operating Budget being adopted by Council.

MOTION CARRIED
Unanimous

(e) Bank Reconciliation as of November 30, 2010

Motion 10:12:26

Moved by Councillor Thorogood that the Town of Stettler Council accept the Bank Reconciliation as of November 30, 2010 as presented.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$744,891.61

Motion 10:12:27

Moved by Councillor Campbell that Accounts Payable in the amounts of \$204,969.86 & \$539,921.75 for the period ending December 16, 2010 for a total amount of \$744,891.61 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Dec 8 - Operating Budget Meeting.
- Dec 20 - Schnell Hardy Jones Open House.

(b) Councillor Bachman

- Dec 8 - Operating Budget Meeting.
- Dec 13 - FCSS Meeting.
- Dec 16 - Library Meeting.
- Dec 18 - FCSS Christmas Party.

(c) Councillor Campbell

- Dec 8 - Operating Budget Meeting.

(d) Councillor Fischer

- No report – absent from meeting.

(e) Councillor Simons

- Dec 8 - Operating Budget Meeting.
- Dec 17 - County of Stettler Housing Authority Grievance Board Hearing.

(f) Councillor Thorogood

- Dec 8 - Operating Budget Meeting.
- Dec 9 - Physician Recruitment Meeting.
- Dec 13 - David Thompson Health Region re: Emergency protocols.
- Dec 14 - Board of Trade luncheon.

(g) Councillor Wildeboer

- Dec 8 - Operating Budget Meeting.
- Dec 14 - Board of Trade.

5. Delegations:

(a) 7:15 P.M. Don Elliott re: Alberta Animal Services

Don Elliott, (Senior Officer) and George Potter (Agency Owner) representing Alberta Animal Services (AAS) entered the meeting at approximately 7:15 p.m.

Mayor Richards welcomed D. Elliott and G. Potter to the meeting.

D. Elliott explained that the Town's original 5 year bylaw/animal enforcement contract is now expired and is subject to renegotiation.

He explained the pros and cons of three alternative levels of service that AAS could provide to the Town at the following static rates for 5 years:

1. Base 80 hrs per month at \$85 per hour.
2. Base 120 hrs per month at \$75 per hour.
3. Base 160 hrs per month at \$65 per hour.

It was noted that the original contract included a base of 80 hrs per month at \$50 per hour and that there has been no increase in the rate for 5 years.

Discussion ensued regarding the reality of the existing annual enforcement workload; services are delivered on a complaint/reactive basis with no time available to undertake any proactive programs, or to take on a noxious weed program.

It was also noted that new Provincial legislation now requires municipalities to deal with noxious weeds.

Discussion continued regarding various aspects and challenges associated with the delivery of reactive enforcement services on a part-time basis. It was questioned whether the contract could be tailor made to provide additional hours in the spring and summer season.

A majority of Council Members present expressed their support for additional enforcement hours over the current 80 hours per month.

G. Potter replied that a contract with seasonally varying hours is possible, however the specific details and associated costs would need to be worked out.

Other enforcement matters discussed include:

- Whether the contract should be re-tendered or re-negotiated. Administration responded that they are not aware of any other agency in Central Alberta with the ability to provide comprehensive bylaw enforcement and animal control services.
- Whether or not any of the services provided could/should be handled internally by Town staff.
- Whether AAS has any intention of moving an Officer to Stettler. The initial response was not at this time.

Mayor Richards concluded that CAO R. Stoutenberg will discuss the renewal of a contract further with Alberta Animal Services based on Council's feedback at this meeting. CAO R. Stoutenberg will bring back the resulting contract proposal for further consideration at a later date.

Mayor Richards thanked D. Elliott for his informative presentation and expressed Council's sincere appreciation for the valued professional services provided by Alberta Animal Services.

D. Elliott and G. Potter departed the meeting at 8:05 p.m.

8. **Minutes:** (a) Stettler Airport Board Meeting of December 10, 2010

Motion 10:12:28

Moved by Councillor Simons that the Minutes, item 8(a) be accepted for information.

MOTION CARRIED
Unanimous

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

10. **Bylaws:** (a) Bylaw 2005-10 re: Water Rates

Mayor Richards explained that Bylaw 2005-10 is required to amend rates contained within Bylaw 1856-02, being a bylaw relating to the water system of the Town of Stettler, including the fixing of rates, charges and conditions for the supply of potable water.

It was noted that effective January 1, 2011 the in-town water consumption rate will increase by \$.24 per m³ from \$1.77 per m³ to \$2.01 per m³; as per the 2011 Interim Operating Budget revenue projections necessary to support the related utility expenditures

Motion 10:12:29

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2005-10.

MOTION CARRIED
Unanimous

Motion 10:12:30

Moved by Councillor Wildeboer that the Town of Stettler Council give second reading to Bylaw 2005-10.

MOTION CARRIED
Unanimous

Motion 10:12:31

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 2005-10.

MOTION CARRIED
Unanimous

Motion 10:12:32

Moved by Councillor Simons that the Town of Stettler Council give third and final reading to Bylaw 2005-10.

MOTION CARRIED
Unanimous

(b) Bylaw 2006-10 re: Garbage Rates

Mayor Richards explained that Bylaw 2006-10 is required to amend the rates contained within Bylaw 1706-94 being the Waste Control Bylaw.

It was noted that effective January 1, 2011 monthly residential garbage collection fees will increase by \$1.50 per month from \$15.50 per month to \$17.00 per month; as per the 2011 Interim Operating Budget revenue projections necessary to support the related utility expenditures

Motion 10:12:33

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 2006-10.

MOTION CARRIED
Unanimous

Motion 10:12:34

Moved by Councillor Bachman that the Town of Stettler Council give second reading to Bylaw 2006-10.

MOTION CARRIED
Unanimous

Motion 10:12:35

Moved by Councillor Wildeboer that the Town of Stettler Council give permission for third and final reading to Bylaw 2006-10.

MOTION CARRIED
Unanimous

Motion 10:12:36

Moved by Councillor Thorogood that the Town of Stettler Council give third and final reading to Bylaw 2006-10.

MOTION CARRIED
Unanimous

(c) Bylaw 2007-10 re: Sewer Rates

Mayor Richards explained that Bylaw 2007-10 is required to amend the rates contained within Bylaw 1604, being a bylaw to provide for the levying of sewer service rates and for the collection thereof.

It was noted that effective January 1, 2011 basic monthly sanitary sewer fees will increase by \$1.00 per month from \$14.00 per month to \$15.00 per month; as per the 2011 Interim Operating Budget revenue projections necessary to support the related utility expenditures.

Motion 10:12:37 Moved by Councillor Simons that the Town of Stettler Council give first reading to Bylaw 2007-10.

MOTION CARRIED
Unanimous

Motion 10:12:38 Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2007-10.

MOTION CARRIED
Unanimous

Motion 10:12:39 Moved by Councillor Bachman that the Town of Stettler Council give permission for third and final reading to Bylaw 2007-10.

MOTION CARRIED
Unanimous

Motion 10:12:40 Moved by Councillor Wildeboer that the Town of Stettler Council give third and final reading to Bylaw 2007-10.

MOTION CARRIED
Unanimous

11. **Correspondence:**
- (a) Economic Development Alberta (EDA)
 - (b) Heartland Youth Center
 - (c) Edmonton City Council Approves 3.85% Tax Hike
 - (d) Notice re: Canada-Alberta Infrastructure Stimulus Fund

Assistant CAO, G. Switenky explained that the Federal Government has announced that extensions to October 31, 2011 for the completion of Stimulus projects are available on an application basis. Tagish Engineering has advised that it would be appropriate to apply for such an extension to allow a few items relating to the Wastewater Treatment Facility Upgrades contract to be completed beyond March 31, 2011 (after spring thaw).

He noted further that a prescribed Council resolution is necessary to support the Town's application for an extension.

Motion 10:12:41 Moved by Councillor Thorogood that the Town of Stettler Council approve the following motion:

WHEREAS the Federal and Provincial/Territorial (where appropriate) Governments will make a one-time extension of the deadline for funding of projects under the Infrastructure Stimulus Fund from March 31, 2011 to October 31, 2011;

AND WHEREAS all funding from the Government of Canada and the Province of Alberta will cease after October 31, 2011;

AND WHEREAS the Town of Stettler has asked the Provincial Government for an extension to Federal and Provincial funding to October 31, 2011 for the following projects:

Project Number	Project Title	Total Eligible Cost	Federal Contribution
SIMSI #10300	Wastewater Treatment Facility Upgrades	\$2,069,540	\$689,847

THEREFORE BE IT RESOLVED THAT the Town of Stettler attests that it will continue to contribute its share of the required funding for the aforementioned projects;

AND BE IT FURTHER RESOLVED THAT actual claims for all eligible costs incurred by March 31, 2011, for the aforementioned projects must be and will be submitted no later than April 30, 2011 to the Province of Alberta;

AND BE IT FURTHER RESOLVED THAT Town of Stettler will ensure that the project will be completed.

MOTION CARRIED
 Unanimous

- (e) Application for Disaster Recovery Program
- (f) Community Airport Program (CAP)
- (g) Stettler Regional Board of Trade & Community Development

Motion 10:12:42

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

MOTION CARRIED
 Unanimous

- 12. **Items Added:** (a) None
- 13. **In-Camera Session:** (a) Property Matter

Motion 10:12:43

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

MOTION CARRIED
 Unanimous at 8:22 p.m.

Motion 10:12:44

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

MOTION CARRIED
 Unanimous at 8:30 p.m.

14. Adjournment:

Motion 10:12:45

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

MOTION CARRIED
Unanimous at 8:30 p.m.

Mayor

Assistant CAO