

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
HELD FEBRUARY 14, 2012

Present: Mayor D. Richards, Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood, P. Simons & S. Wildeboer

Assistant CAO G. Switenky

Absent: CAO R. Stoutenberg

Call to Order: Mayor D. Richards called the meeting to order at approximately 4:30 p.m.

1. Agenda Additions/Deletions

None

2. Agenda Approval

Moved by Councillor Bachman that the agenda be approved as presented.

MOTION CARRIED
Unanimous

3. Delegation 4:30 P.M. – Eric Peterson – Gitzel Krejci Dand Peterson

Eric Peterson, CA & Partner representing the Town's Auditors Gitzel Krejci Dand Peterson and Laurie Tait, Office Administrator entered the meeting at 4:30 p.m.

Mayor Richards welcomed E. Peterson and L. Tait to the meeting.

E. Peterson provided Council with an overview of the historical changes in financial reporting relating to Alberta municipalities. He noted that the most recent and confusing change (2009) was the conversion from Fixed Assets to Tangible Capital Assets (TCA). This has resulted in assets being amortized/depreciated over their useful life.

It was noted that the 2011 Financial Statements have not been finalized or audited at this point in the 2012 year.

Therefore he focused on the 2010 Consolidated Statement of Financial Position (formerly the Balance Sheet) and provided Council with his interpretation of Net Financial Assets (Debt) as at December 31, 2010. He further interpreted the amount of Accumulated Surplus shown and how it is broken down in Schedule 1 – Changes in Accumulated Surplus. He explained further that Accumulated Surplus is comprised of three components being Unrestricted Surplus, Restricted Surplus (reserves/savings) and Equity in Capital Assets.

Discussion ensued regarding the use of debentures and the prudent use of available cash flows to interim finance capital projects period prior to the actual borrowings. It was noted that at the end of 2010 the Town had two very expensive projects (WTP & STP) in progress that impact the financial snapshot.

Discussion concluded with a brief explanation of the difference between the Town's financial processes respecting budgeting to effectively determine property tax rates and the complex reconciliation required for year-end consolidated financial reporting purposes.

Mayor Richards thanked E. Peterson for his informative presentation.

Eric Peterson and L. Tait departed the meeting at 4:45 p.m.

4. SRC Updating – Director of Parks & Leisure Services re: Lobby Library/Changes Powerpoint

Director of Parks & Leisure Services, Lee Penner entered the meeting at approximately 4:45 pm.

Mayor Richards welcomed L. Penner to the meeting.

Assistant CAO G. Switenky provided a brief overview of the status of current available dedicated internal savings for three PLS initiatives as follows:

- Library Upgrades
- Seniors Centre Process – 2012 Strategic Planning Item #4
- SRC Upgrades

Library conceptual upgrades:

L. Penner reviewed conceptual drawings which utilize spaces within the existing footprint for a proposed Library area expansion. The concept showed the expansion of the Library into the common areas on the second floor and results in closure of both front sets of stairs. Therefore a new stair feature would need to be considered in the front foyer from the main floor.

It was reported that the County Representative on the Library Board is supportive of the concept.

Discussion ensued regarding the potential integration of the public library into a new joint use field house facility to be located and attached to public school property.

It was identified that the architect currently working on SRC concepts will, at no further cost, prepare advanced preliminary drawings for the (internal) Library expansion as presented should Council support this concept as a viable option.

Discussion continued respecting the evolving social conscience of the Stettler Public Library and the impact that location has within the fabric of the community.

Mayor Richards concluded that Committee of the Whole was mutually supportive of having the architect complete the preliminary conceptual planning for the internal Library expansion as presented. However beyond completion of this planning, further Council approval will be necessary to proceed to engineering design and construction.

Seniors' Centre Facility Planning:

Councillors Fischer & Thorogood distributed and presented a tentative plan for "Moving Forward In The Seniors' Facility Discussion".

Committee of the Whole reviewed the practicality of the plan aimed at reaching out to as many seniors as possible inviting them to alternative sessions/workshops where their opinions could be properly heard. It was noted that the proposed dates for the sessions are March 12th at 7:00 p.m. and March 13th at 2:00 p.m.

Discussion ensued regarding various ways to provide effective notice to invite and attract seniors to these sessions. It was noted that the Town's web site could also assist in attracting interest and opinions from snowbirds, etc.

Mayor Richards concluded that Committee of the Whole was mutually supportive of initiating the opinion/input gathering plans as substantively presented for "Moving Forward In The Seniors' Facility Discussion".

Stettler Recreation Centre:

It was determined that a date in April would be appropriate to request that County Council representatives join Town Council representatives for a tour of the SRC to observe areas where improvements beyond maintenance are required.

It was discussed and mutually agreed that Administration will prepare a pre-listing of major areas of concern within the facility for distribution prior to the tour.

5. Memo re: Recycling Tour – March 8

Assistant CAO G. Switenky explained that the Recycling Tour of the new "Paper Mill Recycling Plant", where Stettler recycling is processed, has been arranged for Edmonton for March 8th. The tour will begin at approximately 10:00 am in Sherwood Park at the corner of 17th and Sherwood Park FWY.

A Can Pak truck will be delivering at approximately 9:30 am and it is hoped we will see Stettler's product go through the process. Can Pak Environmental will sponsor lunch at noon. We will need to arrange drivers, vehicles and numbers for Mark Peterson to finish arranging the tour.

It was mutually agreed that Councillor Campbell will drive and that Mayor Richards, Councillors Thorogood & Simons, as well as CAO R. Stoutenberg & Director of Parks & Leisure Services L. Penner would attend the recycling tour on March 8, 2012.

Councillor Fischer will already be in Edmonton and will attend directly from there.

6. Discussion re: Terry Best Retirement Function & Cost for Use of the Hall

Mayor Richards explained that he has been approached by the group organizing a retirement party for (former) RCMP Corporal Terry Best. They have asked him if the Town would waive the usual \$800 rental fee for the Community Hall.

Discussion ensued regarding the potential for cost sharing the rental of this event with the County? However it was mutually supported and agreed that to be fair within the entire community that the rental fee is required.

It was suggested that the retirement organizers may wish to approach the Stettler & District Agricultural Society with respect to utilizing one of their otherwise unused rentals that the Town provides (by agreement) to them annually.

Mayor Richards thanked L. Penner for attending the meeting and providing his valuable input.

7. Additions

None

8. Adjournment

Moved by Councillor Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:37 p.m.