

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JANUARY 8, 2013 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

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

CAO R. Stoutenberg
Assistant CAO G. Switenky
Executive Director, Stettler Regional Board of Trade, A. Brown

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 13:01:01 Moved by Councillor Bachman to approve the agenda as presented with the following additions:

5(d) Delegation – 8:00 P.M. – Rick Strankman, MLA Drumheller – Stettler (Wildrose) & Gary Wilyman, Local Constituency Assistant

13(a) In-Camera – Personnel Matter/CAO Compensation

13(b) In-Camera – Physician Recruitment

MOTION CARRIED

Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held December 18, 2012

Motion 13:01:02 Moved by Councillor Wildeboer that the Minutes of the Regular Meeting of Council held on December 18, 2012 be approved as presented.

MOTION CARRIED

Unanimous

(b) Business Arising from the December 18, 2012 Meeting Minutes

None

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

5. **Delegations:** (a) 7:00 P.M. – Laurie Templeton, Shaw Cablesystems Limited & Lee Penner, Director of Parks & Leisure Services re: Signing of Agreement

This item was dealt with later in the meeting.

(b) 7:15 P.M. – Executive Director of Regional Board of Trade, Aubrey Brown re: Request for Action Draft – Media & Elected Officials

This item was dealt with later in the meeting.

- (c) 7:30 P.M. re: 2013 Stettler & District Handibus Society Budget – Cindy MacDonell, Treasurer & Joanne Wiechnik, Coordinator

This item was dealt with later in the meeting.

- (d) 8:00 P.M. re: Rick Strankman, MLA (Wildrose Alliance) Drumheller-Stettler & Gary Wilyman, Local Constituency Assistant

This item was dealt with later in the meeting.

6. Administration:

- (a) Discussion re: Joint Town/County Meeting of January 10, 2013 - Pre-Meeting 1:00 PM

- Seniors Centre Funding/Project
- CIIF Grant
- Update re: IDP
- Southeast Area Structure Plan
- Joint Council Orientation

CAO R. Stoutenberg advised that following the Town's pre-meeting at 1:00 p.m. the joint meeting will be held at 3:00 p.m. (until approximately 5:00 p.m.) on Thursday, January 10, 2013 with it being the Town's turn to host.

It was suggested that the following items be added to the agenda for discussed as well:

- Joint Use Facility with Clearview – Status update
- Physician Recruitment – Global Medics
- Stettler & District Handi-Bus Society - annual funding

CAO R. Stoutenberg will advise the County of Stettler accordingly.

- (b) Memo re: Cost Estimate to Pave 52 Street and the Curling Club Parking Lot

CAO R. Stoutenberg highlighted that this paving project was proposed (by Council) at the 2013 Capital Budget Session for consideration subject to further cost information being compiled by Administration.

CAO R. Stoutenberg advised that this cost estimate is prepared based on the belief that the existing base course material in the road and the parking lot is not in need of replacement. This notion is based on the fact that there are currently no surface signs of base failure.

This estimate is only for a minor shape and pave. Any additional drainage work required would be in addition to the estimates prepared:

1. Paving the parking lot at the Curling Club - \$151,350
2. Paving adjacent 52 Street - \$115,850

It was noted that the Town would need to utilize General Reserve funds as a source of financing for either or both paving projects, and both could be added to the Town's 2013 paving tender.

CAO R. Stoutenberg explained that previously approved within the 2013 Capital Budget was \$133,000 for the replacement of self contained breathing air packs for the Regional Fire Department (Town share from General Reserves), however was subject to the County also approving the replacement of their gear at the same time for departmental consistency/training purposes.

The County has not approved their replacement for 2013 and therefore Council can reallocate these funds towards this paving project if so desired.

Discussion ensued and concluded respecting that there are no significant financial economies of scale to be realized by undertaking the work at both locations at the same time.

Motion 13:01:03

Moved by Councillor Campbell that the Town of Stettler Council approve the following as an addition to the 2013 Capital Budget the following paving projects, with financing to be allocated from General Reserve Funds:

1. Paving the parking lot at the Curling Club
2. Adjacent 52 Street - subject to review in the spring.

MOTION CARRIED
Unanimous

(c) Memo re: Regional Fire Agreement – Town & County of Stettler

CAO R. Stoutenberg highlighted and reviewed the attached Town & County Regional Fire Agreement that was approved by County of Stettler Council on December 12, 2012. The non-substantive amendments in blue are changes suggested by County Council and their solicitor.

He noted that Administration has been working on this Agreement for quite some time.

Discussion ensued regarding the following:

- The County is still reviewing historical capital costs included in Schedule A. As per clause 14 the County has until March 31, 2013 to validate and accept these costs which initially, "Then forms the basis of both parties interest in the joint station and equipment for the purposes of determining a fair and equitable sharing of any proceeds received upon disposal of the station".
- Expiry dates are to be coordinated with other associated Regional Fire Agreements for consistency purposes.

Discussion ensued respecting that Schedule A to this Agreement is a living document and will be updated based on investment activity.

Motion 13:01:04

Moved by Councillor Wildeboer that the Town of Stettler Council execute the Regional Fire Agreement between the Town of Stettler & County of Stettler No. 6 as substantively presented.

MOTION CARRIED
Unanimous

(d) CAO Report

CAO R. Stoutenberg highlighted the CAO's monthly organizational report to Council.

Motion 13:01:05

Moved by Councillor Thorogood that the Town of Stettler accept the CAO Report for the month of December as presented.

MOTION CARRIED
Unanimous

(e) Accounts Payable in the amount of \$606,538.21

Motion 13:01:06

Moved by Councillor Simons that Accounts Payable in the amounts of \$465,853.64 & \$140,684.57 for the period ending December 28, 2012 for a total amount of \$606,538.21 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 7:00 P.M. – Laurie Templeton, Shaw Cablesystems Limited & Lee Penner, Director of Parks & Leisure Services re: Signing of Facilities Attachment License Agreement

Laurie Templeton, Shaw Cablesystems Limited & Lee Penner, Director of Parks & Leisure Services entered the meeting at 7:00 p.m.

Mayor Richards welcomed L. Templeton & L. Penner to the meeting and commenced with introductions.

L. Templeton expressed that she was excited to provide Members of Council with a brief overview of the new Shaw high speed Wi-Fi services that are now available in Stettler. She highlighted that this is the first small rural (non-urban) location that Shaw has made this high level of investment in.

L. Templeton explained further that the level/performance of Shaw's new Wi-Fi that is now available in Stettler is matched only by Edmonton, Calgary and Vancouver.

She credited Town Administration and her Staff for collectively making this a reality.

Discussion ensued regarding the associated (quality of life) benefits for present and future Shaw customers, and the numerous locations/areas of Wi-Fi hot spots throughout Stettler.

The meeting was very briefly adjourned to allow for an official photograph to be taken.

Mayor Richards thanked L. Templeton and L. Penner for their informative presentation and expressed Council's sincere appreciation for Shaw's investment in Stettler.

Delegation members departed the meeting at 7:05 p.m.

7. **Council:** Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Dec 20 - Town Office duties.
- Dec 21 - Staff Christmas function. Presented CAO R. Stoutenberg with a 25 year service award.
- Dec 28 - Town Office duties.
- Jan 4 - Town Office duties.
- Jan 8 - Board of Trade Meeting.

(b) Councillor Bachman

- No meetings to report.

(c) Councillor Campbell

- Dec 21 - Red Deer River Watershed Alliance Meeting.

(d) Councillor Fischer

- No meetings to report – absent from meeting.

(e) Councillor Simons

- Dec 20 - County of Stettler Housing Authority Budget Meeting.
- Jan 3 - Beautification Committee Meeting.

(f) Councillor Thorogood

- Dec - Various e-mails with and for Physician Recruitment.

(g) Councillor Wildeboer

- Jan 3 - Beautification Committee Meeting.
- Jan 8 - Board of Trade Meeting.

8. **Minutes:**

(a) Regional Physician Recruitment & Retention Meeting of December 5, 2012

(b) Stettler & District Ambulance Association Meeting of December 17, 2012

Motion 13:01:07

Moved by Councillor Campbell that the Town of Stettler Council accept the minutes, items 8(a) & 8(b) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) 2037-13 re: 2013 Business Tax Mill Rate

Mayor Richards explained that Bylaw 2037-13 is a bylaw to authorize a Business Tax Levy for professional type services operating in Stettler, specifically those that cannot be licensed under the general provisions of the Town's Business Licensing Bylaw.

Mayor Richards highlighted that the annual Business Tax paid by a related individual (professional) business is \$125 and that this amount is equal to the annual Business License fee that is imposed upon all other types of local businesses operating within Stettler.

Motion 13:01:08

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 2037-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:01:09

Moved by Councillor Wildeboer that the Town of Stettler Council give second reading to Bylaw 2037-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:01:10

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 2037-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:01:11

Moved by Councillor Simons that the Town of Stettler Council give third and final reading to Bylaw 2037-13 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) Email re: Animal Haven Rescue League
- (b) Fines for False Fire Alarms to Triple in 2013
- (c) Insight into Government
- (d) Battle River Watershed Alliance
- (e) Google It – What You Can Learn from the World’s Most Innovative Company
- (f) The Professional Certificate in Leadership for Elected Local Government Officials

Motion 13:01:12

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

MOTION CARRIED
Unanimous

5. **Delegations Con't:**

- (b) 7:15 P.M. – Executive Director of Regional Board of Trade, Aubrey Brown re: Request for Action Draft – Media & Elected Officials

Aubrey Brown, Executive Director of Regional Board of Trade entered the meeting at approximately 7:15 p.m.

Mayor Richards welcomed A. Brown to the meeting.

A. Brown explained that Stettler media suppliers have requested weekly access to elected officials for the purpose collecting information on issues discussed at Council Meetings.

This presents an opportunity for one or more elected officials to participate in media relations by week, month or quarterly for the purpose of communicating directly to residents.

This process will compliment traditional news gathering activities which will continue.

Media Relations Activities for Elected Officials can include:

- E-mailing to the media comments and quotes on specific topics
- Phoning in comments
- Meeting directly with reporters
- Live and recorded on-air interviews
- Arranging for photos to be submitted
- Media Relations activities can be planned for Thursdays and Fridays

The Communications Coordinator can work with the elected representatives and the media contacts to update contact information, finalize the weekly schedule, set up appointments in advance and supply support services to elected representatives.

If Council Members would like to participate in this project and have a preference in how the schedule is set up then A. Brown can prepare a media plan.

It was mutually agreed that for consistency, accuracy and public information purposes, Council may wish to identify possible Council decisions and/or Agenda item content that is worthy of further external communication with the media.

The Communications Coordinator will work with the Mayor to consider how best to effectively implement this enhanced public communication opportunity.

Mayor Richards thanked A. Brown for his informative presentation.

- (c) 7:30 P.M. re: 2013 Stettler & District Handibus Society Budget – Cindy MacDonell, Treasurer & Joanne Wiechnik, Coordinator

Cindy MacDonell, Treasurer and Joanne Wiechnik, Coordinator of the Stettler & District Handibus Society entered the meeting at approximately 7:30 p.m.

Mayor Richards welcomed C. MacDonell and J. Wiechnik to the meeting.

C. MacDonell provided Council with a brief historical overview of the level of funds provided each year from municipal sources. She highlighted that provincial/municipal funding has not increased in the last 10 or more years. The Society's 2013 budget reflects a \$13,000 deficit and that at this rate the Society will not be able to survive for very long.

C. MacDonell explained that their operations are run on a very small budget (\$113,274) with very low wages, and that most costs are beyond their control. She further advised that any increases to user fares (currently \$5 each way) are limited.

Discussion ensued regarding potential revenue sources such as selling advertising on both vehicles, and perhaps changes to the business model such as offering monthly passes at a deal which will encourage a little more usage while adding more revenues.

Discussion continued respecting the greatly appreciated value that the Handi-bus provides to residents in our community. Members of Council expressed their respect for the Society making due with no increases for many years, and were in general agreement that it may be time for the Town to consider a possible increase to its annual (historic) operating assistance of \$15,790.

Mayor Richards concluded that Members of Council were in mutual agreement with a modest municipal funding increase to \$20,000 per year for 2013. It was also mutually agreed that Town Council would discuss the Handi-bus deficit with the County of Stettler at an upcoming Joint Meeting.

C. MacDonell expressed that she would communicate Council's operational suggestions to her Board and come back to a meeting later in 2013 to provide further information based on actual progress and results.

Mayor Richards thanked C. MacDonell and J. Wiechnik for attending the meeting and discussing the 2013 Stettler & District Handibus Society Budget.

Delegation members departed the meeting at 7:54 p.m.

Mayor Richards temporarily recessed the meeting at 7:54 p.m.

Mayor Richards reconvened the meeting at 8:00 p.m.

- (d) 8:00 P.M. re: Rick Strankman, MLA (Wildrose Alliance) Drumheller-Stettler & Gary Wilyman, Local Constituency Assistant

Rick Strankman, MLA Drumheller-Stettler (Wildrose) and Gary Wilyman, Local Constituency Assistant entered the meeting at approximately 8:00 p.m.

Mayor Richards welcomed R. Strankman, MLA & G. Wilyman to the meeting.

Discussion ensued regarding Council's expectations for our newly elected MLA to keep us informed, as best he can, of the availability of major grants and funding programs that could impact our community in a positive way.

Discussion continued regarding some of the Wildrose initiatives to date, and the limited role Opposition Members have in the Province of Alberta.

Roundtable discussion ensued respecting some of the provincially hot and politically embarrassing ethical exposure initiatives like "Tobacco Gate". Members of Council expressed their concern that our MLA should more importantly concern himself with the planned elimination of the rural physician incentive funding which would have a negative impact on communities in his constituency like Stettler.

It was questioned whether opposition MLA's still have input into how CFEP and CIP grants are allocated annually within their constituency. R. Strankman, MLA was not aware of these funding programs and will check into it.

In conclusion, Council Members mutually agreed that the Town would simply appreciate knowing that our MLA is focused on assisting with the needs of local municipalities within his constituency as a priority.

R. Strankman, MLA thanked Town Council for providing him with input and looked forward to working with Council in the future.

Mayor Richards thanked R. Strankman, MLA and G. Wilyman for attending the meeting.

Delegation members departed the meeting at 8:44 p.m.

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) Personnel Matter/CAO Compensation
(b) Physician Recruitment

Motion 13:01:13 Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss In-Camera item 13(b).

MOTION CARRIED
Unanimous at 8:44 p.m.

CAO R. Stoutenberg and Assistant CAO G. Switenky departed the meeting at 8:48 p.m. prior to discussion of item 13(a).

Motion 13:01:14 Moved by Councillor Bachman that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous at 9:10 p.m.

14. **Adjournment:**

Motion 13:01:15 Moved by Councillor Campbell that this regular meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED
Unanimous at 9:10 p.m.

Mayor

Assistant CAO