

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JUNE 2, 2015 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor Dick Richards

Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,  
S. Nolls & K. Sernecky

CAO G. Switenky  
Assistant CAO S. Gerlitz  
Director of Operations M. Robbins

Press (3)

**Absent:**

None

**Call to Order:**

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

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

**Motion 15:06:01**

Moved by Councillor Bachman to approve the agenda as presented.

MOTION CARRIED  
Unanimous

5. **Delegations:**

(a) 6:30 P.M. – Nicole Philpot re: Provincial Five-Pin Bowling Champion

Mayor Richards welcomed Nicole Philpot to the meeting.

Mayor Richards congratulated N. Philpot for winning the Provincial Five-Pin Bowling Championship held in Calgary on February 22, 2015. Also for representing Stettler in winning the bronze medal at the National Youth Bowling Championships in Oshawa, Ontario in May 2015.

(b) 6:35 P.M. – Gracenotes and Rhapsody Girls Re: 2015 Choral Provincial Champions

Mayor Richards welcomed Rhonda Sylvester's Gracenotes and Rhapsody Girls Choirs to the meeting.

Mayor Richards congratulated both choirs for winning the 2015 Choral Provincials in Edmonton, AB in May 2015.

Mayor Richards also congratulated Dacia Gramlick who won the Provincial Senior Musical Theatre Ballad in Edmonton on May 27, 2015.

Mayor Richards temporarily recessed the meeting at 6:50 p.m. to allow Council members to individually congratulate Nicole, members of the Gracenotes, Rhapsody Girls and Dacia on their great accomplishments.

Cookies and juice boxes were served.

Delegation members departed the meeting at 7:00 p.m.

Mayor Richards reconvened the meeting at 7:00 p.m.

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held May 19, 2015

**Motion 15:06:02**

Moved by Councillor Sernecky that the Minutes of the Regular Meeting of Council held on May 19, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the May 19, 2015 Meeting Minutes

None

4. **Citizen's Forum:**

- (a) No one was present at the Citizen's Forum

5. **Delegations:**

- (a) 6:30 P.M. – Nicole Philpot re: Provincial Five-Pin Bowling Champion

This item was dealt with earlier in the meeting.

- (b) 6:35 P.M. – Gracenotes and Rhapsody Girls Re: 2015 Choral Provincial Champions

This item was dealt with earlier in the meeting.

6. **Administration:**

- (a) Memo re: Cancellation of July & August Committee of the Whole Meetings

CAO G. Switenky advised that traditionally the July and August Committee of the Whole Meetings have been cancelled due to a lower work load over the summer.

A special meeting may be called, if necessary to deal with any emerging issue(s).

**Motion 15:06:03**

Moved by Councillor Nolls that the Town of Stettler Council cancel the July and August Committee of the Whole Meetings.

MOTION CARRIED  
Unanimous

- (b) Memo re: Staff Safety Day – Thursday, August 6, 2015

CAO G. Switenky advised that the Town of Stettler is very committed to Health and Safety and due to the entire organization's safety commitment, the Town is able to participate in the Partners in Reduction (PIR) Program with the Workers Compensation Board (WCB). The PIR Program is a voluntary program that can help reduce premiums paid to WCB by up to 20 per cent while creating a safer workplace environment. The WCB rebates are awarded if the Municipality has successfully completed and retains their Certificate of Recognition (COR) by passing yearly internal and external audits on the organization's Health and Safety Program and is also dependent on the Industry "prevention" record.

A (COR) is awarded to employers who develop health and safety programs that meet established standards and is issued by the Alberta Government in conjunction with an accredited certified partners such as Alberta Jobs, Skills Training and Labour. The WCB rebate the Town receives each year is not included in the overall Town of Stettler Operating Budget because it is difficult to determine the value of the rebate. In the past, Council has put the WCB rebate into a Reserve Account to be used for employee recognition. Currently the WCB Rebate Reserve Account has approximately \$40,000.00.

At the Joint Health & Safety Meeting on May 7<sup>th</sup>, 2015, the Committee was in agreement to hold a Safety Day on Thursday, August 6<sup>th</sup>, 2015 with Council's approval. The day will be held at the Stettler Golf Course with a catered meal and a guest speaker will be brought in by OH&S to do a safety related presentation to the Town staff, followed by an afternoon of golfing. Costs for the Safety Day are to be approximately \$10,000.00 including employee safety awards.

Administration believes that these types of employee initiatives are important to the organization. Council's commitment to Health and Safety ensure that all employees work in a safe environment for our family and return safely to their families. Overall staff recognition is important to the attraction and retention of employees.

**Motion 15:06:04**

Moved by Councillor Fischer that the Town of Stettler Council approve a 2015 Town Staff Safety Day on Thursday, August 6, 2015, including; safety awards, catered meal, a speaker and an afternoon of golfing with funding to come from the WCB Rebate Reserve Account in the 2015 Budget.

MOTION CARRIED  
Unanimous

(c) Memo re: Award of ¾ Ton & 1 Ton Truck Tenders

Councillor Brown declared a conflict of interest and excused himself from the meeting because he is an employee of one of the dealerships.

CAO G. Switenky advised that Council had approved expenditures of \$40,000 to purchase a ¾ ton quad cab truck and \$50,000 to purchase a 1 ton truck in the 2015 Capital Budget.

**Summary of Tenders Received on May 21, 2015:**

Tenders were sent to the three local dealerships. Two dealerships submitted tenders.

<b>Dealership</b>	<b>2015 Capital Budget</b>	<b>¾ Ton Truck Tender</b>	<b>1 Ton Truck Tender</b>
Aspen Ford *both trucks are 2016 models	\$40,000	\$33,388.00	\$28,966.25 (Requires Deck) Total \$38,000
Stettler Dodge	\$50,000	\$29,994.00 (Quad Cab)	\$31,909.00

Tender prices exclude GST.

Both vehicles will be outfitted with beacon, radio and toolbox. The 1 ton truck will also have a deck and hoist.

Total expected expenditures are \$35,000 for the 3/4 ton truck and \$38,000 for the 1 ton truck, including all accessories.

**Motion 15:06:05**

Moved by Councillor Campbell that the Town of Stettler Council award the ¾ Ton Truck Tender to Stettler Dodge in the amount of \$29,994 plus GST and the 1 Ton Truck Tender to Aspen Ford in the amount of \$28,966.25 plus GST.

MOTION CARRIED  
Unanimous with the abstention of  
Councillor Brown

Councillor Brown returned to the regular meeting.

(d) Stettler Detachment Management Review

CAO G. Switenky advised that the Town of Stettler has received a letter dated May 26, 2015 from Jennifer Owens, Administrative Assistant RCMP K Division Review Services. Staff Sargent Riz Suleman from the RCMP Review Services will be conducting an independent review on the various operational and activities of the Stettler Detachment. As part of the Client Satisfaction Review, the Committee would like to meet with Mayor Richards, Councillor Sernecky and CAO Switenky to discuss the working relationship, Annual Performance Plan and policing operations of the Detachment. It was noted the meeting will take place on Wednesday, June 10, 2015 – time to be determined.

(e) CAO Report for May 2015

CAO G. Switenky provided departmental highlights of the monthly organizational report to Council.

**Motion 15:06:06**

Moved by Councillor Bachman that the Town of Stettler accept the CAO Report for the month of May.

MOTION CARRIED  
Unanimous

(f) Stettler Community Support Centre Society & Stettler FCSS Financial Statements for the Year Ended December 31, 2014

CAO G. Switenky reviewed the Stettler Community Support Centre Society & Stettler FCSS Financial Statements for the Year Ended December 31, 2014. The Financial Statements represent a clean audit, with a positive financial position at the end of 2014.

**Motion 15:06:07**

Moved by Councillor Brown that the Town of Stettler accept the Stettler Community Support Centre Society & Stettler FCSS Financial Statements for the Year Ended December 31, 2014.

MOTION CARRIED  
Unanimous

(g) Meeting Dates

- Wednesday, June 3 – 12 Noon – Willow Creek Lodge (Senior Week Social)
- Wednesday, June 3 – 2pm – The Hub (Senior Week Social)
- Thursday, June 4 – 12 Noon – Points West Living (Senior Week Social)
- Tuesday, June 9 – Committee of the Whole Meeting
- Tuesday, June 16 – Council Meeting
- Tuesday, July 7 – Council Meeting
- Tuesday, July 21 – Council Meeting
- Thursday, July 23 – Communities In Bloom Judges

(h) Accounts Payable in the amount of \$503,998.03

**Motion 15:06:08**

Moved by Councillor Fischer that Accounts Payable in the amounts of \$118,108.01 & \$385,890.02 for the period ending May 29, 2015 for a total amount of \$503,998.03 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- May 22 - Demonstration of 3-D printer at Library.
  - Town Office cheques.
  - Community Gardens Opening.
- May 23 - 2015 Wm. E. Hay Graduation.
- May 26 - County of Stettler luncheon with staff and new Dr. touring Stettler.
  - Incentive Meeting at Town Office re: new Dr.
- May 28 - ATCO Cup in Edmonton with CAO.
  - Doctor Mixer at Councillor Fischer's.
- May 29 - Toured Home School Students at Town Office.
  - Town Office cheques and agenda approval.
- June 1 - Wilda Gibbon Funeral at the United Church.

(b) Councillor Bachman

- May 21 - MPC Meeting.
  - Library Board Meeting.
- May 26 - FCSS Meeting.

(c) Councillor Brown

- May 6 - Joint Council Meeting re: Recreation Agreement.
- May 7 - Beautification Meeting.
- May 8 - ATCO Breakfast.
- May 12 - Committee of the Whole Meeting.
  - Operating Budget Meeting.
- May 15 - Met with potential doctors.
- May 21 - MPC Meeting.
- May 28 - MPC Meeting.
- May 29 - Tour of Town Office with my children and Mayor Richards.

(d) Councillor Campbell

- May 21 - MPC Meeting.
- Municipal Users Group Society Meetings.
- Rodeo Meeting.
- May 22 - Demonstration of 3-D printer at the Library.
- May 23 - Ed Kalenith's Birthday.
- May 26 - Doctor Mixer at Councillor Fischer's.
- May 27 - Rodeo Meeting.
- May 28 - MPC Meeting and tour of Town with CAO and Development Contract D. Dittrick.

(e) Councillor Fischer

- May 22 - Demonstration of 3-D printer at the Library.
- Community Gardens Opening evening.
- May 24 - Ambulance Station Open House.
- May 25 - SWMA Planning Meeting.
- May 26 - Hosted evening social for prospective doctor.
- May 31 - P&H Elevator Society Open House and pancake breakfast.
- June 1 - Senior's Week lunch and presentation of fruit trays at Paragon Place.
- Wilda Gibbon Funeral.
- June 2 - Senior's Week lunch and presentation of fruit trays at Heart Haven Lodge.

(f) Councillor Nolls

- May 21 - MPC Meeting.
- County of Stettler Housing Authority re: policy review and resident concerns.
- May 25 - SWMA Meeting re: presentation from Bob Jenkins, Planning Consultant, developing a Business Plan.
- May 26 - Attended Dr. Mixer.
- May 27 - Stettler Steel Wheel Stampede Meeting.
- May 28 - Stettler Museum Meeting.

(g) Councillor Sernecky

- May 22 - Tour of 3-D printer at the Library.
- May 25 - Dinner with Dr. Willem & Anja Pretorius.
- May 26 - Toured doctors, meetings, gopher hunt and dinner and mixer at Councillor Fischer's.
- May 29 - Meeting with Judy Birdsell re: Discuss the Imagine Project.
- June 1 - Senior's Week lunch at Paragon Place.

8. **Minutes:** (a) None

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

10. **Bylaws:** (a) None

11. **Correspondence:** (a) County of Stettler 60<sup>th</sup> Anniversary Invitation – June 18<sup>th</sup>

**Motion 15:06:09**

Moved by Councillor Sernecky that correspondence item 11(a) be accepted for information.

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) None

13. **In-Camera Session:** (a) Legal Issue

**Motion 15:06:10**

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

MOTION CARRIED  
Unanimous at 7:55 p.m.

**Motion 15:06:11**

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

MOTION CARRIED  
Unanimous at 8:18 p.m.

Lagoon Aeration Building Remediation Tender Award

CAO G. Switenky advised that Morrison Hershfield tendered the project, tenders closed on April 23, 2015. Three tenders were received:

- Alpha Construction \$550,002.69
- Pearl Rose Construction \$558,000.00
- Bryco Projects \$627,943.40

Morrison Hershfield did not include contingency in the tenders. Administration recommends carrying a minimum 20% contingency of \$110,000 for this project.

Morrison Hershfield will also be the engineering firm completing the construction services, including commissioning and inspections. Estimated further engineering fees are \$85,000.

**Motion 15:06:12**

Moved by Councillor Bachman that the Town of Stettler Council award the Lagoon Aeration Building Remediation Tender to Alpha Construction in the amount of \$550,002.69, with a contingency of \$110,000, utilize Morrison Hershfield for engineering services up to \$85,000, for a total combined expenditure of \$745,002.69. Funding to come from the following sources: \$137,969.34 Federal Stimulus Funding, \$362,990.41 held in trust with Brownlee and the remaining \$244,042.94 from the existing Utility Surplus, as well as any portion of the trust funds that may not become available.

MOTION CARRIED  
Unanimous

14. **Adjournment:**

**Motion 15:06:13**

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

MOTION CARRIED  
Unanimous at 8:19 p.m.

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Mayor

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Assistant CAO