

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JUNE 4, 2013 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, 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: None

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

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

Motion 13:06:01 Moved by Councillor Wildeboer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held May 21, 2013

Motion 13:06:02 Moved by Councillor Bachman that the Minutes of the Regular Meeting of Council held on May 21, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the May 21, 2013 Meeting Minutes

None

4. **Citizen's Forum:** (a) Ron Greidanus re: 2013 Property Taxes

This item was dealt with later in the meeting.

5. **Delegations:** (a) 7:05 P.M. – Alicia Nibourg, Deanne Walker & Dakota Schwarzenberger re: Fair Trade Challenge

This item was dealt with later in the meeting.

(b) 7:15 P.M. – John Hull, Architect re: SRC Budget Report

This item was dealt with later in the meeting.

6. **Administration:** (a) Request for Input re: Development Officers Annual Appraisal

CAO R. Stoutenberg advised that input for the Development Officer's Annual Appraisal is requested by June 14th.

(b) Memo re: Request to Cancel July & August Committee Meetings

CAO R. Stoutenberg 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 13:06:03

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

MOTION CARRIED
Unanimous

(c) Request to Reschedule the August 6th Council Meeting to August 13th

CAO R. Stoutenberg advised that the tenders for the upgrades at the SRC will not be available for the August 6th Regular Council Meeting. Since off season construction time is preferred it will be important for Council to consider the bids and award the contract as soon as possible thereafter.

He explained that Council has the option of moving the Council Meeting from August 6th to August 13th or to have a Special Meeting between the Regular August meetings to consider the tenders.

Members of Council reviewed their personal schedules for availability and it was determined that too many Councillors would not be available for a Regular Meeting on August 13th.

It was mutually agreed by Council that the Regular Council Meetings in August will be held as usual with a Special Meeting as necessary.

(d) Council Vacation Schedule

CAO R. Stoutenberg advised that Administration would appreciate knowing their summer vacation schedules. Corporate Secretary, C. Smith will coordinate a Council calendar for Council member availability during the summer.

(e) Memo re: Council Remuneration

CAO R. Stoutenberg advised that Council previously directed that an internal prepared compensation review be compiled prior to the fall elections.

To assist Council Members with the review, documents have been gathered from the survey jointly completed by AUMA & AAMD&C. Current Stettler Council remuneration values have been incorporated for comparison purposes.

Round table discussion ensued respecting relative comparative data within the documents and reports provided.

Council Members recognized that the Mayor's annual remuneration, based on work load and responsibilities is currently far too low.

Mayor Richards with the mutual support and consent of Council confirmed that any and all recommended changes to the Council Remuneration Policy will become effective on October 22nd, 2013; following the 2013 general municipal election.

It was mutually agreed that the following amendments be made to the Town's Council Remuneration Policy to reflect a responsible and fair level of remuneration for Members of Stettler Town Council over the next 4 year term.

1. Mayor's basic annual remuneration to increase from \$20,000 to \$30,000.
2. Councillor basic annual remuneration to increase from \$13,333 to \$15,000.
3. Council Member basic annual remuneration will receive the same annual inflationary adjustment that is applied to all staff positions.
4. The current AMSC group accident coverage for Council Members will be enhanced from Plan C costing \$75 per member/year to Plan F costing \$165 per member/year.
5. Reimbursement of mileage for own vehicle use will remain at \$0.50 per km.
6. Per Diem rates will remain at \$130 for ½ day and \$260 for full day for duties and attendance as specified in the current Policy.

Assistant CAO G. Switenky advised that the necessary amendments will be incorporated, and the revised Policy will be returned to Council at a later date for ultimate approval.

(f) CAO Report

CAO R. Stoutenberg highlighted the CAOs monthly organizational report to Council.

Motion 13:06:04

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

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$229,883.28

Motion 13:06:05

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$162,875.63, \$65,407.65 & \$1600.00 for the period ending May 31, 2013 for a total amount of \$229,883.28 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

4. Citizen's Forum: (a) Ron Greidanus re: 2013 Property Taxes

Ron Greidanus entered the meeting at approximately 7:00 p.m.

Mayor Richards and Councillor Thorogood declared possible conflicts of interest and by departing the meeting excluded themselves from all discussion and direction on this matter.

Deputy Mayor Simons assumed the chair.

Deputy Mayor Simons welcomed R. Greidanus to the meeting.

R. Greidanus reviewed his overall 2013 multi-property property tax burden (increase) relative to 2012.

He explained that as a result of his subdivision in 2012 to create 3 residential lots for resale, his assessed value has increased to reflect the market value of these 3 individual un-serviced lots. The combined financial impact for all 3 of these lots is approximately \$2,100 in new taxation, including school taxes.

Further he explained that given size limits within the Inter Municipal Plan with the County of Stettler he was required to make his lots less than 1 acre in size; which triggered a residential assessment on these vacant lots rather than a much lower farmland assessment, as well as the inability to use septic fields on these lots under the Plumbing Code.

He is currently working with the Town's Assessor to review these assessments given that he has had no success in selling these lots under current market/economic conditions in Stettler.

CAO R. Stoutenberg explained that R. Greidanus is following the correct process by working with the Town's Assessor and has a further right to "Make a Complaint (Appeal)" of any assessed values within 60 days as noted on his 2013 Combined Assessment and Tax Notice.

R. Greidanus requested that Town Council consider using its authority under the *Municipal Government Act (MGA)* to cancel or rebate some of his 2013 property taxes associated with these 3 lots.

Discussion ensued regarding the universality/equitable constraints included in the tax rebate provisions of the *MGA*.

R. Greidanus responded to various questions from Members of Council and highlighted that he would like to see his 2013 property taxes on these 3 lots reduced from approximately \$2,100 to about \$500 in total.

Deputy Mayor Simons concluded Citizens Forum by thanking R. Greidanus for his presentation. Council will request further information respecting this taxation matter from Administration prior to making any decisions with respect to its authority under the *MGA*. He encouraged R. Greidanus to continue working with the Town's Assessor and Administration regarding satisfactory alternatives, if any.

R. Greidanus departed the meeting at 7:25 p.m.

Mayor Richards and Councillor Thorogood returned to the meeting.

Mayor Richards assumed the chair.

5. Delegations: (a) 7:05 P.M. – Alicia Nibourg, Deanne Walker & Dakota Schwarzenberger re: Fair Trade Challenge

Mayor Richards welcomed Alicia Nibourg, Deanne Walker & Dakota Schwarzenberger to the meeting at approximately 7:25 p.m.

Delegation members explained that they, as High School students have undertaken a local “Fair Trade Challenge” as a school project. Their goal is to promote the availability/use/purchase of more Fair Trade certified products in Stettler.

They explained that by choosing certified Fair Trade products you are supporting:

- The payment of a fair price to farmers and producers in developing countries.
- Helping to stop child labour, create healthy workplaces & strengthen workers’ rights.
- Protecting and nurturing of the environment.
- Supporting community development, and
- Helping to build a brighter future with the people who grow & make the products you enjoy.

When you buy Fair Trade the profit is split more evenly between the producer and the retailer.

They noted that only products with the Fair Trade certification mark have been independently certified by Fair Trade Canada, a not for profit organization.

Some Fair Trade certified products that could be imported locally include items like bananas, tea, sugar, cocoa (chocolate) and coffee.

As part of their Fair Trade school project delegation members are making a challenge to the Councils of both the Town and the County as follows: For the next six months they ask Council to buy only Fair Trade certified coffee and tea to make and drink in Council Chambers.

Mayor Richards informed delegation members that a written formal response to their challenge will be forthcoming in the near future.

Mayor Richards on behalf of Council thanked A. Nibourg, D. Walker & D. Schwarzenberger for their informative and well done presentation.

Delegation members departed the meeting at 7:40 p.m.

(b) 7:15 P.M. – John Hull, Architect re: SRC Budget Report

Mayor Richards welcomed John Hull, Architect to the meeting.

J. Hull, Architect provided Council with adjusted pre-tender cost estimates based on revised design plans recommended by the planning/design committee.

He highlighted that the estimated construction cost has increased by \$299,280 largely given the structural complexities with the scope change to the Foyer entrance angle/additional space in the Library.

It was noted that the entire project including facility upgrades to address the Seniors relocation, Foyer expansion, Library & Parking Lot expansion is now in the \$2.3 million dollar range.

Discussion ensued regarding various revisions from the original conceptual plan. Council Members expressed their support for the change in scope (entrance angle) however expressed their desire for more detailed segmented cost estimates to be included in the tender, thereby allowing the scale of the project to be somewhat reduced if considered financially necessary.

Discussion continued regarding various funding sources for these additional costs.

It was noted that there are some funding commitments from community organizations that will assist with the overall renovation cost.

Mayor Richards concluded that Members of Council mutually agree to proceed to tender with the design as revised, subject to the Architect requesting separate pricing options to allow for the possible deletion of some items.

It was noted that tender pricing will return to Council in mid August, and at that time Council can make further decisions based upon pricing submitted.

Mayor Richards thanked J. Hull, Architect for his informative presentation.

J. Hull departed the meeting at 8:13 p.m.

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- May 22 - Physicians Meeting.
- May 24 - Senior's Week Proclamation at Paragon Place.
 - Town Office – cheque signing.
- May 25 - 2013 Wm. E. Hay Grad Ceremony.
- May 29 - Central Alberta Mayors/Reeves Meeting in Red Deer.
- June 1 - HYC Awesome Auction.
- June 4 - Atco Grand Opening.
 - Heart Haven Senior's Lunch.

(b) Councillor Bachman

- May 22 - Physicians Meeting.
- May 28 - Stettler Ag. Meeting.
- May 29 - MPC Meeting.
- May 31 - Tour of new FCSS Building.
- June 4 - Atco Grand Opening.

(c) Councillor Campbell

- May 22 - Physicians Meeting.
- May 27 - Canadian Badlands Meeting in Brooks.
- May 29 - MPC Meeting.

(d) Councillor Fischer

- May 22 - Physicians Meeting.
- May 23 - SRC Upgrade meeting with architect.
 - Campus Alberta Meeting.
- May 29 - MPC Meeting.
 - Joint Clinic Discussion Meeting.
- June 3 - Senior's Week lunch at Paragon Place.
- June 4 - Atco Grand Opening.
 - Senior's Week lunch at Heart Haven.
 - Senior's Week BBQ at Paragon Place.

(e) Councillor Simons

- May 25 - 2013 Wm. E. Hay Grad Ceremony.
- June 4 - Senior's Week BBQ at Heart Haven.

(f) Councillor Thorogood

- May 22 - Stettler Health Services Foundation (SHSF) Meeting.
 - Physicians Meeting.
- May 27 - SHSF Golf Tournament Planning Meeting.
- May 29 - MPC Meeting.
- June 1 - Hyc Awesome Auction

(g) Councillor Wildeboer

- May 22 - Physicians Meeting.
- June 1 - Hyc Awesome Auction
- June 4 - Atco Grand Opening.

8. Minutes:

- (a) Red Deer River Municipal Users Group Meeting of May 16, 2013
- (b) Stettler Adult Learning Council, Post-Secondary Committee Meeting of May 23, 2013

Motion 13:06:06

Moved by Councillor Fischer 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) 2038-13 re: Road Closure Bylaw (2nd & 3rd Readings)

Mayor Richards explained that Bylaw 2038-13 is a bylaw for the purpose of closing portions of public highways (streets) to public travel and create title to portions of public highways (streets) in accordance with Section 22 of the *Municipal Government Act, Chapter M26, revised Statutes of Alberta 2000*, as amended.

CAO R. Stoutenberg explained that the three parcels of land located behind the Fire Hall and Sobey's were never closed. This bylaw is a housekeeping item that has been overlooked since 1943.

The Minister of Transportation has signed the bylaw and adjacent property owners were notified. Bylaw 2038-13 is here tonight (June 4) for second and third readings.

Motion 13:06:07

Moved by Councillor Fischer that the Town of Stettler Council give second reading to Bylaw 2038-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:06:08

Moved by Councillor Bachman that the Town of Stettler Council give third and final reading to Bylaw 2038-13 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) Lifesaving Society – Town Placed 1st in Award Categories
- (b) Staples: Alberta is Rich, but not its Towns and Cities
- (c) Edmonton, St. Albert Expanding Free Wi-Fi Service
- (d) Farmer Appreciation Night
- (e) Alberta Transportation re: 2013 Transportation Grant Programs

Motion 13:06:09

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Memo re: Article 18.03 Clothing Allowance
- (b) Discussion re: Combined Medical Clinic
- (c) Memo re: 2014 Energy Procurement

Motion 13:06:10

Moved by Councillor Simons that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 8:31 p.m.

Motion 13:06:11

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

MOTION CARRIED
Unanimous at 9:02 p.m.

Motion 13:06:12

Moved by Councillor Simons that the Town of Stettler Council accept the Letter of Understanding Re: Interpretation of Article 18 as it applies to Seasonal Employees.

MOTION CARRIED
Unanimous

Motion 13:06:13

Moved by Councillor Thorogood that the Town of Stettler Council approves and authorizes Administration to engage Energy Associates International (EAI) to assist in the procurement and management of Electricity and Natural Gas for 2014 and beyond.

MOTION CARRIED
Unanimous

Motion 13:06:14

Moved by Councillor Campbell that the Town of Stettler Council accept the Fair Trade Challenge from Wm. E. Hay Composite High School students Alicia Nibourg, Deanne Walker and Dakota Schwarzenberger whereby for the next six months Town Council will endeavor to buy only Fair Trade certified coffee and tea to make and drink in Council Chambers.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 13:06:15

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

MOTION CARRIED
Unanimous at 9:08 p.m.

Mayor

Assistant CAO