

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JUNE 15, 2004 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Keith Ryder

Councillors A. Campbell, J. Hunter, S. Hurley, G. Majeran, R. Peeples & D. Richards (arrived at 7:10 p.m.)

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Absent: None

Call to Order: Mayor K. Ryder called the meeting to order at 6:30 p.m.

Mayor Ryder welcomed Greg Switenky as the new Director of Finance & Administration.

Greg Switenky provided Council with some background information on himself and his family.

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

Motion 04:06:22 Moved by Councillor Hurley to approve the agenda as presented with the following additions:

9(a) Public Hearing – 8:00 P.M. - Bylaw 1891-04 re: Stettler Intermunicipal Development Plan

12(a) Banking Resolution re: Recommendation to Appoint Greg Switenky

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 1, 2004

Motion 04:06:23 Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on June 1, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the June 1, 2004 Minutes

None

(c) Minutes of the Committee Meeting held on June 8, 2004

Motion 04:06:24 Moved by Councillor Peeples that the Minutes of the Committee Meeting of Council held on June 8, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the June 8, 2004 Committee Minutes

- (i) Council Orientation
- (ii) Hydrovac Accounting

- 4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum
- 5. **Delegations:** (a) None
- 6. **Administration:** (a) Memo re: Apollo Lodge #27 – Tax Refund Request

Councillors Hunter & Campbell declared a possible conflict of interest and excused themselves from discussion and voting on this issue.

Town Manager, R. Stoutenberg explained that in previous years the practice of Town Council was to refund the municipal portion of the property taxes for the Apollo Lodge. The reason for this refund is that part of the Apollo Lodge is used by the community. This is not a tax exemption, rather an annual request of Council for a refund. Discussion ensued.

Motion 04:06:25

Moved by Councillor Hurley that the Town of Stettler Council approve a 2004 municipal tax refund for the Apollo Lodge No. 27, Tax Roll #1199000009 in the amount of \$716.75 as per section 347 of the Municipal Government Act.

MOTION CARRIED

Unanimous with the abstention of Councillors Hunter & Campbell

Councillors Hunter & Campbell returned to the regular meeting.

(b) Industrial Area Wastewater Tender

Councillor Hurley declared a possible conflict of interest and excused herself from discussion and voting on this issue.

Town Manager, R. Stoutenberg explained that three bids were received for the east industrial low pressure wastewater collection system, with the low tender being from Gendre Construction Ltd. at a cost of \$559,914.95. This bid includes a contingency of \$138,000 plus fully refundable GST of \$36,629.95.

Town Manager, R. Stoutenberg advised that with the estimated additional engineering cost of \$82,000, the total cost is \$641,914.95, which is less than the budget of \$797,000.

Administration is recommending the approval of the Brisbin & Sentis Engineering Inc. recommendation to award the contract to the low bidder, Gendre Construction Ltd. Discussion ensued.

Motion 04:06:26

Moved by Councillor Peeples that the Town of Stettler Council approve the recommendation of Administration to award the East Industrial Low Pressure Wastewater Collection System contract to the low bidder, Gendre Construction Ltd. at a cost of \$559,914.95.

MOTION CARRIED

Unanimous with the abstention
of Councillor Hurley

Councillor Hurley returned to the regular meeting.

Mayor Ryder left the meeting at 7:05 p.m.

Councillor Majeran assumed the Chair.

(c) Request for Input re: Annual Appraisal Director of Operational Services

Town Manager, R. Stoutenberg requested input from Town Council for the purposes of completing the annual appraisal of the Director of Operational Services. Councillors agreed to provide comments, if any, as soon as possible.

(d) Memo re: Proposed Emmerson Lot Prices

Town Manager, R. Stoutenberg explained the location of the proposed Emmerson lots and the lot price analysis. Discussion commenced.

Councillor Richards joined the meeting at 7:10 p.m.

Primary discussion focused on the pricing for the seven lots. Historically the Town has priced lots on a cost plus 35% basis. However, the Municipal Government Act requires the Town to recover Fair Market Value for the sale of Town assets. Town Manager, R. Stoutenberg informed Council that the proposed pricing model is an attempt to balance both of these requirements. Discussion ensued.

Motion 04:06:27

Moved by Councillor Hunter that the Town of Stettler Council approve the attached Emmerson Estates Phase III price list as presented.

In Favor: Councillors
Campbell, Hunter, Majeran &
Richards

Opposed: Councillors Hurley &
Peeples

MOTION CARRIED (4 – 2)

(f) July Newsletter Items

- Staff Profile re: Director of Finance & Administration
- Municipal Election
- Water Smart Program
- Stettler Health Services Foundation

- (g) Bank Reconciliation as of May 31, 2004
- Motion 04:06:28** Moved by Councillor Richards that the Bank Reconciliation as of May 31, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

- (h) Statement of Revenue & Expenses as of May 31, 2004
- Motion 04:06:29** Moved by Councillor Peeples that the Statement of Revenue & Expenses as of May 31, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

- (i) Statement of Capital Activity as of May 31, 2004
- Motion 04:06:30** Moved by Councillor Hurley that the Statement of Capital Activity as of May 31, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

- (j) Accounts Payable in the amount of \$99,641.47
- Motion 04:06:31** Moved by Councillor Campbell that Accounts Payable for the period ending June 9, 2004 in the amount of \$99,641.47 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

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

(a) Councillor Peeples

- June 4 - Airport Board Meeting.
- June 8 - Willow Creek Lodge re: Seniors Recognition.
 - Committee of the Whole Meeting.
- June 10 - Gitzel & Krejci 50th Anniversary at the Community Hall.

(b) Councillor Hurley

- June 8 - Committee of the Whole Meeting.
- June 10 - Seniors Drop-In Centre re: Senior's Week.

(c) Councillor Richards

- June 3 - Marketing Corporation Meeting.
- June 10 - Seniors Drop-In Centre re: Senior's Week.
- June 14 - FCSS Meeting.

(d) Councillor Campbell

- June 7 - Senior's lunch at Paragon Place.
- June 8 - Committee of the Whole Meeting.
- June 9 - Chamber of Commerce Meeting.
- June 10 - CAEP Annual General Meeting in Penhold.
 - Gitzel & Krejci 50th Anniversary celebration.

(e) Councillor Hunter

- June 8 - Committee of the Whole Meeting.
- June 14 - Parks & Leisure Board Meeting.

(f) Councillor Majeran

- June 8 - Willow Creek Lodge re: Seniors Recognition.
 - Committee of the Whole Meeting.
- June 10 - Fire Commission Meeting.

Mayor Ryder returned to the regular meeting at 7:48 p.m.

(g) Mayor Ryder

- June 3 - Marketing Corporation Meeting.
 - Beautification Meeting.
 - Buffalo Lake Development Meeting.
- June 4 - Senior's Proclamation.
 - Regional Water Meeting in Red Deer.
- June 8 - Committee of the Whole Meeting.
- June 12 - Ride for Sight parade and dinner.

8. **Minutes:**

- (a) Stettler Ag. Society Meeting of April 21, 2004
- (b) Stettler Town & County Airport Board Meeting of June 4, 2004
- (c) Municipal Planning Commission Meeting of June 1, 2004
- (d) Marketing Corporation Meeting of June 3, 2004

Motion 04:06:32

Moved by Councillor Hunter that the Minutes, items 8(a) to 8(d) inclusive be accepted for information.

MOTION CARRIED
Unanimous

Councillor Majeran recessed the regular Council Meeting at 7:55 p.m.

The meeting was reconvened at 8:00 p.m.

Mayor Ryder assumed the Chair.

9. **Public Hearing:** (a) 8:00 P.M. - Bylaw 1891-04 re: Stettler Intermunicipal Development Plan

Mayor Ryder declared the Public Hearing for Bylaw 1891-04 open at 8:00 p.m.

Present:

Mayor K. Ryder
Councillors A. Campbell, J. Hunter, S. Hurley, G. Majeran, R. Peebles & D. Richards
Town Manager, R. Stoutenberg
Director of Finance & Administration, G. Switenky
Tom MacDougall – Media

No one was present from the public.

Councillor Campbell inquired whether the Regional Partnership program would benefit from the Intermunicipal Development Plan? Town Manager, R. Stoutenberg explained that Bylaw 1891-04 is slightly different than the Regional Partnership, however certainly represents Regional cooperation.

There were no further comments or questions.

Mayor Ryder declared the Public Hearing for Bylaw 1891-04 closed at 8:04 p.m.

Mayor Ryder reconvened the regular Council Meeting at 8:04 p.m.

10. **Bylaws:** (a) 1891-04 re: Stettler Intermunicipal Development Plan

Town Manager, R. Stoutenberg outlined the highlights of Bylaw 1891-04.

Motion 04:06:33

Moved by Councillor Hunter that the Town of Stettler Council give second reading to Bylaw 1891-04.

MOTION CARRIED
Unanimous

Motion 04:06:34

Moved by Councillor Campbell that the Town of Stettler Council give third and final reading to Bylaw 1891-04.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Banking Resolution re: Recommendation to Appoint Greg Switenky

Motion 04:06:35

Moved by Councillor Majeran that the Town of Stettler Council approve the recommendation to appoint Greg Switenky, Director of Finance and Administration as signing authority for the Town of Stettler's banking requirements.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Notes to Council
(b) AUMA Invites Members to Address Police Funding Issues

Town Manager, R. Stoutenberg explained the financial significance of the meeting regarding Police funding issues. Councillor Peeples and Town Manager, R. Stoutenberg will attend this meeting on June 22, 2004.

Motion 04:06:36

Moved by Councillor Peeples that correspondence items 11(a) & 11(b) be accepted for information.

MOTION CARRIED
Unanimous

13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.

14. **Adjournment:**

Motion 04:06:37

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

MOTION CARRIED
Unanimous at 8:18 p.m.

Mayor

Director of Finance & Administration