

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JUNE 16, 2009 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Deputy Mayor A. Campbell

Councillors D. Dennis, D. Garbutt, D. Richards & L. Thorogood

Assistant CAO G. Switenky

Corporate Secretary C. Smith

Press (2)

**Absent:**

Mayor J. Hunter & Councillor R. Peeples

Town Manager R. Stoutenberg

**Call to Order:**

Deputy Mayor A. Campbell called the meeting to order at 6:30 p.m.

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

**Motion 09:06:13**

Moved by Councillor Richards to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 2, 2009

**Motion 09:06:14**

Moved by Councillor Garbutt that the Minutes of the Regular Meeting of Council held on June 2, 2009 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the June 2, 2009 Minutes

None

(c) Minutes of the Committee of the Whole Meeting of Council held June 9, 2009

**Motion 09:06:15**

Moved by Councillor Thorogood that the Minutes of the Committee of the Whole Meeting held on June 9, 2009 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the June 9, 2009 Committee Minutes

None

4. **Citizen's Forum:**

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

5. **Delegations:**

(a) None

6. **Administration:** (a) Memo re: Fieldhouse Servicing

Town Council reviewed the memorandum from Director of Operational Services, J. Keith regarding the extension/ installation of Water and Sanitary Sewer services for a proposed fieldhouse building to be located at the northwest end of the track on Clearview School Division property with four dressing rooms, public washrooms and a concession area.

Assistant CAO, G. Switenky explained that this information was compiled by Administration in follow-up to the request made by Stettler Minor Football (May 19<sup>th</sup>, 2009) for the Town to install services at no cost for the project.

Administration has received a quote from Urban Dirtworks to directionally drill water and sanitary services to the proposed building site at a cost of \$23,961.74 (tax out). The largest component of this cost would be for the sanitary main.

The issue with installing the sanitary main to the proposed location (using a traditional excavation method) is with the existing buried utilities which have to be crossed. There are challenges/risks associated with exposing the Telus fibre optic cables that are encased in a concrete duct and located alongside/above our sanitary main. Any excavation alongside this Telus duct would need to be supported with pilings in order to prevent the duct from collapsing into the excavation.

Given extraordinary excavation issues and a lower than expected price quote from Urban Dirtworks, Administration supports utilizing a directional drilling technique for the installation of both the sanitary and water services. Urban Dirtworks has experience using a directional drilling process to safely work alongside a Telus duct in Red Deer and would be acceptable to Telus.

It was stated that the School Board, at the request of Stettler Minor Football has approved this proposed location upon their site, however school Administration would prefer an alternative site nearer to existing school structures. It was also noted that the project is dependant upon Stettler Minor Football receiving a substantial grant (50%) from the province. The timing of the grant approval will impact the start of construction and could possibly impact the final determination of the site.

Discussion ensued regarding Council's level of support for this project.

**Motion 09:06:16**

Moved by Councillor Thorogood that the Town of Stettler Council endorses the concept plan, as presented by Stettler Minor Football, for a proposed fieldhouse building to be constructed on Clearview School Division property.

Further it is mutually understood that components of the building, such as public washrooms and a concession area are to be made available for other non-football community events.

And further that the Town of Stettler agrees to provide, at no cost to the project, water and sanitary sewer service installation for/to the proposed site; substantively based on the cost quotation in the amount of \$23,961.74 (tax out) submitted by Urban Dirtworks Inc. dated June 3<sup>rd</sup>, 2009, utilizing a directional drilling technique.

MOTION CARRIED (3-2)

Opposed: Deputy Mayor Campbell  
& Councillor Richards

It was noted for the record that all Members of Council present did support Stettler Minor Football in their desire to construct a fieldhouse building however some Members of Council would prefer an alternative location within the school property site.

(b) Memo re: Library Paint Request (Budget Adjustment)

Town Council reviewed the memorandum from Director of Parks & Leisure Services, L. Penner regarding the request from the library for funding complete the paint of the interior.

Earlier this year the library painted the child area with the use of two volunteers. The new paint shows that the rest of the library should be painted as well. The two volunteers have shown excellent painting skills and are able to paint the rest. The cost for paint would be approximately \$2,000.

Administration is recommending that the \$2,000 be allocated from the \$15,000 2009 Arts & Culture budget.

Discussion ensued regarding support for the initiative and whether funding should be provided from new general reserve funds or from the existing arts and culture budget allocation.

**Motion 09:06:17**

Moved by Councillor Garbutt that the Town of Stettler Council approves that \$2,000 be allocated from 2009 General Reserve Funds to pay for paint to be used on the interior of the library.

MOTION CARRIED

Unanimous

(c) Memo re: New Town Office Furnishings

Town Council reviewed the memorandum from Office Administrator, L. Tait regarding the update for the new Town Office furnishings.

The 2009 Town of Stettler Capital Budget included a new office furnishing budget of \$98,200.00. This budget included items such as workstations, chairs, filing system, security safe, telephone system and Council chambers equipment.

Employees have provided input into the selection of furniture for individual workspaces and scale drawings with pricing completed by Heartland Stationers. The pricing from Heartland Stationers includes the setup of the furniture in the new office.

Further furnishing requirements and revised pricing projections need to be considered for window coverings, a Council/Board table, coffee room appliances, guest seating and the telephone system.

Administration is recommending that the Town of Stettler accept the sole source proposal from Heartland Stationers for the supply and installation of workstations in the amount of \$50,085, and further to increase the 2009 Capital Budget allocation for office furnishings/equipment by \$37,260 to new total of \$135,460 representing additional requirements and revised cost projections.

Discussion ensued regarding the specification complexities and appropriateness of sole sourcing ± \$50,000 in office furniture from one supplier. Administration is satisfied with the product quality, local service/installation, and competitive pricing available through Stettler's local office supplier.

**Motion 09:06:18**

Moved by Councillor Thorogood that the Town of Stettler Council approves the sole source purchase proposal from Heartland Stationers for the supply and installation of workstations in the amount of \$50,085, and further approves an increase in the 2009 Capital Budget allocation for office furnishings/equipment by \$37,260 to a new revised total of \$135,460; representing additional requirements and revised cost projections.

MOTION CARRIED  
Unanimous

(d) Update re: Municipal Sustainability Plan (MSP)

Town Council reviewed the changes to the Municipal Sustainability Plan (MSP) that arose from the Committee Meeting held on June 9<sup>th</sup>, 2009. The Municipal Sustainability Plan (Integrated Community Sustainability Plan) has been updated to include the Centennial pool demolition being moved to a short-term priority, clarification of the wording associated with the development of a Medical Professional Centre, and other minor spelling changes.

Administration is recommending a Council resolution approving the Final Draft of the MSP, as amended with budget amounts "To be determined" on an as required basis (at a later time and date). It was suggested that by approving a Final Draft tonight, Council can make copies available to the public, post it on the Town's website, etc.

**Motion 09:06:19**

Moved by Councillor Richards that the Town of Stettler Council approve the Municipal Sustainability Plan (Integrated Community Sustainability Plan) Final Draft with amendments as presented, and with budget amounts "To be determined" on an as required basis in accordance with Town policies, community partnerships and within future annual budget approvals.

MOTION CARRIED  
Unanimous

- (e) July Newsletter Items
- Committee Meetings Cancelled for July & August
  - Side by Side Shoot-Out – July 26 at Airport
  - Stettler Rodeo/Parade – August 14-16
  - Annual Vacation Bible School – August 10-14
  - Communities in Bloom Judges – July 24

- (f) Bank Reconciliation as of May 31, 2009

**Motion 09:06:20**

Moved by Councillor Thorogood that Bank Reconciliation as of May 31, 2009 be accepted as presented.

MOTION CARRIED  
Unanimous

- (g) Accounts Payable in the amount of \$796,961.23

**Motion 09:06:21**

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$437,585.45 & \$359,375.78 for the period ending June 10, 2009 for a total amount of \$796,961.23 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Hunter

- No report – absent from meeting.

- (b) Councillor Campbell

- June 4 - Municipal Planning Commission Meeting.
- Rodeo Meeting.
- June 5 - MLA Fundraiser.
- June 9 - Committee of the Whole Meeting.
- June 12 - MLA Meeting.
- SMRWSC Turn-on Ceremony.

- (c) Councillor Dennis

- June 3 - Senior's Week at Paragon Place.
- June 5 - Airport Board Meeting.
- June 9 - Committee of the Whole Meeting.
- June 12 - MLA Meeting.
- SMRWSC Water Turn-On Ceremony.
- Relay for Life.
- June 15 - FCSS Board Meeting.

- (d) Councillor Garbutt

- June 4 - Municipal Planning Commission Meeting.
- June 9 - Committee of the Whole Meeting.
- June 12 - MLA Meeting.
- Relay for Life.

- (e) Councillor Peeples

- No report – absent from meeting.

(f) Councillor Richards

- June 4 - Municipal Planning Commission Meeting.
- June 9 - Committee of the Whole Meeting.
- June 12 - MLA Meeting.
  - Relay for Life.

(g) Councillor Thorogood

- May 21 - Sports Park Meeting.
- June 4 - Beautification Meeting.
  - Senior's Week at Drop-In Centre.
- June 5 - MLA Fundraiser (Golf Tournament in Drumheller).
- June 6 - HYC Auction.
- June 9 - Board of Trade Meeting.
  - Committee of the Whole Meeting.
- June 12 - MLA Meeting.
  - SMRWSC Turn-On Ceremony.
  - Relay for Life.

8. **Minutes:**

- (a) Heartland Beautification Committee Meeting of June 4, 2009
- (b) Airport Board Meeting of June 5, 2009
- (c) Stettler Regional Board of Trade & Community Development Meeting of April 14, 2009

**Motion 09:06:22**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Red Deer River State of the Watershed Report
- (b) Alberta Municipal Affairs re: Public Library System
- (c) Parkland Regional Library
  - Municipal Report May 2009
  - Annual Report 2008
  - Audited Financial Statement
  - Celebrating 50 Years

**Motion 09:06:23**

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

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:** (a) Memo re: Dreams Unlimited Progress

**Motion 09:06:24**

Moved by Councillor Richards that the Town of Stettler Council proceed into an In-Camera Session with the Assistant CAO present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 7:30 p.m.

**Motion 09:06:25**

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

MOTION CARRIED  
Unanimous at 7:45 p.m.

14. **Adjournment:**

**Motion 09:06:26**

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

MOTION CARRIED  
Unanimous at 7:45 p.m.

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Mayor

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Assistant CAO