

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JUNE 2, 2009 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peeples &
D. Richards

Town Manager R. Stoutenberg
Assistant CAO G. Switenky

Press (2)

Absent: Councillor L. Thorogood

Call to Order: Mayor J. Hunter called the meeting to order at 6:30 p.m.

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

Motion 09:06:01 Moved by Councillor Richards to approve the agenda as presented with the following additions:

- 12(a) CFEP Grant Correspondence
- 12(b) Hospital
- 13(a) In-Camera – Land Development Update

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held May 19, 2009

Motion 09:06:02 Moved by Councillor Peeples that the Minutes of the Regular Meeting of Council held on May 19, 2009 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the May 19, 2009 Minutes

None

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

5. **Delegations:** (a) None

6. **Administration:** (a) Request for Input re: Annual Appraisal of the Director of Planning & Development

Town Manager, Rob Stoutenberg requested input for the annual appraisal of the Director of Planning & Development. He respectfully requests any comments by Friday, June 5, 2009.

- (b) Request for Agenda Items re: Meeting with Honourable Jack Hayden Minister of Infrastructure, M.L.A. Drumheller-Stettler on June 12, 2009 from 9:00 a.m. – 10:00 a.m. at the Town Office

Town Manager, Rob Stoutenberg advised that the meeting with our M.L.A. the Honourable Jack Hayden will be held on Friday, June 12, 2009 from 9 a.m. -10 a.m. at the Town Office.

Discussion ensued regarding the items to be discussed including:

- Hospital Updates/Health Care
- MSI Grant 2010
- RInC Grant/Building Canada Applications

Mayor Hunter, with the mutual consent of Council, considered it appropriate to vary the order of the agenda to discuss added item 12(b) Hospital at this time.

Discussion continued regarding the importance for all Members of Council to contact our M.L.A. to show support for our hospital and encourage our M.L.A. to fight hard to ensure that our hospital maintains its status and does not get downgraded to a lesser care facility status.

(c) Memo re: Summer Council Meetings

Town Manager, Rob 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).

He also explained that due to the logistics associated with the relocation to the new joint building Administration is recommending that the August 4, 2009 Council Meeting be cancelled.

Motion 09:06:03

Moved by Councillor Campbell that the Town of Stettler Council cancel the July and August Committee of the Whole Meetings and also cancel the August 4, 2009 Council Meeting.

MOTION CARRIED
Unanimous

(d) Memo re: RInC Program

Town Manager, Rob Stoutenberg advised that on Friday May 29th, 2009, Administration on behalf of Council submitted an electronic application for funding under the recently announced Recreation Infrastructure Canada (RInC) Program. The application is for \$2,439,600 and consists of renovations and upgrades to the arena component at the Stettler Recreation Centre.

The deadline date for the first intake of applications was May 29th, 2009. There is a second intake deadline of June 29th, 2009 however with only \$54 million in federal money being available in western Canada Administration felt it would be wise to get the application included in the first intake.

The program is specifically directed at recreation facility renovations with the Federal Government committing 1/3 shared funding up to a \$1 million dollar maximum. There is no corresponding provincial commitment; no new provincial dollars only existing grant programs (MSI, CFEP, CIP etc).

Project selection criteria (is supposed to) include:

- construction readiness;
- planned completion date;
- incrementality; and,
- the extent to which other funding is leveraged.

Council's support was demonstrated in the application via a letter signed by Mayor Hunter, however no formal Council resolution is required as Administration is just "Chasing the money" at this time.

A major upgrade to the arena has been included in the past two Capital Budgets, always as a future year project and subject to significant governmental funding; thus this project meets their criteria for incrementality, with planning and construction capable of being completed by March 31st, 2011.

The long list of proposed upgrades addresses many of the concerns previously identified via focus group input.

Discussion ensued regarding the accuracy of some of the cost estimates and/or educated guesses, and Council's mutual support for incrementally advancing this significant project should 1/3rd Federal funding be approved.

Motion 09:06:04

Moved by Councillor Richards that the Town of Stettler Council supports and approves the submission of an application for funding under the Federal RInC Program for the purpose of undertaking renovations at the Stettler Recreation Centre that would not otherwise be able to occur at this time, as proposed, without financial support from the RInC Program.

MOTION CARRIED
Unanimous

(e) Memo re: Roof Top Unit Tender

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on the matter.

Deputy Mayor Councillor Campbell assumed the chair.

Town Manager, Rob Stoutenberg explained that the 2009 Capital Budget includes \$15,000 for a new roof top cooling unit for the fitness centre. Three tenders were submitted as follows:

- Action Plumbing & Excavating	\$14,875.00
- Burmac Mechanical 2000	\$16,970.00
- Keith's Refrigeration	\$22,000.00

A second roof top cooling unit over the conference room has also been decommissioned due to a leaking heat exchanger. This unit will be of similar size and cost. Savings in crane costs would be realized if both units were installed the same day and by the same company.

Because of bookings accepted for this area, the roof top unit must be replaced as soon as possible. Combined costs and funding sources are as follows:

Fitness Centre Unit (15 ton)	\$14,875
Conference Room Unit Estimate (18 ton)	<u>\$18,000</u>
Total Cost	\$32,875
2009 Capital Budget	\$15,000
Community Hall Reserve	<u>\$17,875</u>
	\$32,875

Discussion ensued regarding the size of the cooling unit required above the conference room (being slightly larger at 18 tons), and the rationale/fairness of negotiating directly with the initial low bidder for a second unit.

Town Manager R. Stoutenberg stated that Administration does not have any concerns with quality or the expected performance of any of the three manufacturers/brands that have been locally quoted.

Discussion continued regarding the timelines and/or the potential delays associated with going to tender for the second unit, as well as crane costs savings.

Motion 09:06:05

Moved by Councillor Richards that the Town of Stettler accept the low bid for a roof top cooling unit at the SRC from Action Plumbing & Excavation, and approves a second roof top cooling unit for the SRC as well at a total combined cost of \$32,875.00.

MOTION CARRIED (3-2)
Opposed: Councillors Peeples & Dennis and with the abstention of Mayor Hunter

Mayor Hunter returned to the meeting and re-assumed the chair.

(f) Memo re: Servicing Recommendation Football Facility

Town Manager, R. Stoutenberg advised that the report is in progress and has not been completed. He stated that it should be on the next Council agenda.

(g) Town Manager's Report

Motion 09:06:06

Moved by Councillor Garbutt that the Town Manager's Report for the month of May be accepted as presented.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$636,132.95

Motion 09:06:07

Moved by Councillor Campbell that Accounts Payable in the amounts of (\$427,334.28, \$207,498.67 & \$1,300.00) for the period ending May 27, 2009 for a total amount of \$636,132.95 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

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

(a) Mayor Hunter

- May 22 - Senior's Week Proclamation.
- Town Office duties.
- May 23 - Attended Grad Ceremonies.
- May 29 - Town Office duties.
- June 2 - Presented tray for Senior's Week at Heart Haven.

(b) Councillor Campbell

- May 30 - Attended Art Walk.

(c) Councillor Dennis

- May 21 - Regional Water Commission Meeting.
- May 28 - Site Meeting re: Joint Building.

(d) Councillor Garbutt

- No meetings to report.

(e) Councillor Peeples

- May 21 - Regional Water Strategic Planning Commission Meeting & General Meeting.
- May 25 - Red Deer Watershed Alliance Meeting.

(f) Councillor Richards

- May 28 - Sports Park Fundraising Committee Meeting.

(g) Councillor Thorogood

- No report – absent from meeting.

8. **Minutes:**

(a) Stettler Town & Country Museum Meeting of April 20, 2009

(b) Heartland Beautification Committee Meeting of May 7, 2009

(c) Regional Water Strategic Planning Commission Meetings of May 21, 2009

Motion 09:06:08

Moved by Councillor Peeples 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) SMRWSC Opening Ceremonies – June 12, 2009
Town Manager, R. Stoutenberg, Mayor Hunter and Councillors A. Campbell, R. Peeples and D. Dennis will attend the SMRWSC Opening Ceremonies at 11:30 am on Friday June 12, 2009.
 - (b) Stettler Board of Trade re: Rodeo
 - (c) News Release re: New Council will Tackle Land Use, Population, Water Issues in Southern Alberta
 - (d) Stettler Public Library
 - (e) Federal Funding Programs (CAF) and (RInC)/Community Adjustment Fund – (CAF)
 - (f) Shaw Communications Inc.
 - (g) Important Alert on the Use of Reusable Grocery Bags
 - (h) Millennials Seek Destination Employers
 - (i) Revised Wastewater Operator Penalized For Environmental Violations at Wastewater Treatment Facilities
 - (j) Stettler Public Library re: Amended Bylaws

12. **Items Added:**
- (a) CFEP Grant Correspondence
Town Manager, R. Stoutenberg advised that correspondence from the Honourable Jack Hayden, Minister of Infrastructure and M.L.A. for Drumheller-Stettler has informed the Town that it has been approved for an \$80,000 CFEP Grant for pathway development.

It was stated that this amount represents a 50% cost-sharing and that the Town's matching share has been included in the 2009 Capital Budget.

Motion 09:06:09

Moved by Councillor Garbutt that correspondence items 11(a) to 11(j) inclusive and item 12(a) be accepted for information.

MOTION CARRIED
Unanimous

- (b) Hospital
This item was dealt with earlier in the meeting under item 6(b).

13. **In-Camera Session:**
- (a) Land Development Update

Motion 09:06:10

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

MOTION CARRIED
Unanimous at 7:27 p.m.

Motion 09:06:11

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

MOTION CARRIED
Unanimous at 7:40 p.m.

14. **Adjournment:**

Motion 09:06:12

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

MOTION CARRIED
Unanimous at 7:40 p.m.

Mayor

Assistant CAO