

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
HELD MARCH 10, 2015

Present: Mayor D. Richards, Councillors M. Fischer, D. Bachman, A. Campbell, S. Nolls & K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz

Absent: Councillor W. Brown

Call to Order: Mayor D. Richards called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions

10(a) None

2. Agenda Approval

Moved by Councillor Bachman that the agenda be approved as presented.

MOTION CARRIED
Unanimous

3. Stettler Recreation Rates

CAO G. Switenky advised that Policy X-1(d) – Stettler Recreation Centre Rental Rates together with the incorporated rate Schedules has guided Administration in the setting of fees being charged to users at the SRC. The Policy contains a Philosophy of Facilities statement as follows:

The Town of Stettler will subsidize the use of facilities by minors. Adult users will pay for 100% of facility and program costs. This user pay system has provided excellent facilities available to Stettler Town and County users at reasonable rates.

In 2012 Council reviewed and determined to maintain the subsidy for minors at 50% of the Adult rate, where applicable.

General Discussion took place regarding the subsidy for minors at 50% of the Adult rate. Council agreed to maintain the subsidy for minors at 50% of the Adult rate.

CAO G. Switenky highlighted the Net Operational Deficits on Town of Stettler Recreation Facilities spreadsheet included in the agenda, specifically the 2014 Actual numbers:

| | 2014 Actual |
|---|------------------------|
| Twin Arenas @ SRC: | |
| Admin (25% Jacqui & 11% Lee) | \$ 33,231 |
| Non-Summer | \$ 637,822 |
| Summer | \$ 78,405 |
| Total Cost | \$ 749,458 |
| Less Library Rent | -\$ 33,188 |
| Less Misc Ice Uses | -\$ 1,339 |
| Less User Revenues: | -\$ 293,459 |
| Net Deficit before County | \$ 421,472 |
| Less Current County Support | -\$ 76,800 |
| Tax Deficit - Town | \$ 344,672 |
| Pool @ SRC | |
| Admin (15% Jackie & 15% Lee) | \$ 28,629 |
| Office | \$ 74,978 |
| Facility | \$ 475,382 |
| Programs | \$ 196,128 |
| Debt Servicing | \$ 102,107 |
| Total Cost | \$ 877,225 |
| Less Revenues: | -\$ 312,376 |
| Net Deficit before County | \$ 564,849 |
| Less Debt Servicing | -\$ 102,107 |
| Net Deficit (no debt) before County | \$ 462,742 |
| Less Current County Support | -\$ 44,670 |
| Tax Deficit - Town | \$ 418,072 |
| Combined Twin Arenas & Pool Only | |
| Net Deficit (no debt) before County | \$ 884,214 |
| Less Current County Support | -\$ 121,470 |
| Tax Deficit - Town | \$ 762,744 |
| Ball Diamonds | |
| Ball Diamonds Expenses | \$ 52,907 |
| Less Revenues: | -\$ 11,400 |
| Net Deficit before County | \$ 41,507 |
| Less Current County Support | -\$ 2,945 |
| Tax Deficit - Town | \$ 38,562 |
| Soccer Fields | |
| Soccer Fields Expenses | \$ 16,549 |
| Less Revenues: | -\$ 6,800 |
| Net Deficit before County | \$ 9,749 |
| Less Current County Support | -\$ 2,050 |
| Tax Deficit - Town | \$ 7,699 |
| Fitness @ SRC | |
| Area & Programs | \$ 105,945 |
| Less Revenues: | -\$ 38,911 |
| Net Deficit before County | \$ 67,033 |
| Less Current County Support | \$ - |
| Tax Deficit - Town | \$ 67,033 |
| Net Operation Deficits - Recreation Facilities | |
| Net Deficit (no debt) before County | \$ 1,002,504 |
| Less Current County Support - Park | -\$ 1,535 |
| Less Current County Support | -\$ 126,465 |
| Tax Recreation Facility Deficit - Town | \$ 874,504 |

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CAO G. Switenky highlighted the County of Stettler current annual financial support for Recreation facilities within the Town. The Town receives \$128,000 per year (2010 – 2019) plus a deemed \$42,000 contribution from the County of Stettler for Recreation Funding.

| | 2014 Actual Core Expenses | % of Total | 2014 Allocation of County funding | Prior Allocation |
|-------------------|---------------------------------|------------|--------------------------------------|---------------------|
| Recreation Centre | \$637,822 | 53.43% | \$76,800 | \$73,000 |
| Pool | \$475,382 | 39.80% | \$44,670 | \$55,000 |
| Ball Diamonds | \$52,907 | 4.40% | \$2,945 | 0 |
| Soccer Fields | \$16,549 | 1.40% | \$2,050 | 0 |
| Park Events | \$11,038 | 0.90% | \$1,535 | 0 |
| Deemed | | | \$42,000 | 42000 |
| Total | \$1,193,698 | 100% | \$170,000 | \$170,000 |

CAO G. Switenky advised the SRC is a jewel in our community and continues to welcome and support more “Everyday type” patrons each year. In addition to ice users and swimmers, there are many other regular users supporting other pursuits within the facility like: fitness, meeting rooms, Library, the shared centre mall with concession/washrooms, non-ice seasonal sports like lacrosse, Roller Derby, soccer and various senior groups. The real challenge is in allocating an appropriate and fair amount of the combined facility costs to each user group, and accepting a level of costs that should be the responsibility of general taxation.

To assist with the Minor Associations (Hockey, Ball, and Soccer) and their yearly budgeting, Administration feels a 3 year budget based on the Interim Budget adopted by Council, would be very beneficial, and would alleviate that unknown rate increase year after year. Generally the ice is installed for approximately 6 months of the year, with the remaining 6 months becoming increasingly busy in the facility as well. Based on the variety of multiple uses, the facility has two types of user rates: cost recovery (ice) and market competitive (pool, meeting rooms, fitness, library etc).

CAO G. Switenky highlighted the costing summary which only includes the cost recovery (ice) portion of the user rates. Administration believes the non-ice, market competitive rates are consistent with current market conditions. Council agreed that there would be no change to market competitive rates.

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| SRC Ice Rate Calculation: | | Revenue |
|---|--|---------------------|
| | | Actual |
| | | 2014 |
| Noon hockey adult skating | | \$ 1,152.26 |
| Parent and tot skating | | \$ 186.69 |
| Public skating sponsors | | \$ 5,338.10 |
| Board advertising | | \$ 19,638.22 |
| Zamboni advertising | | \$ 2,602.20 |
| Pepsi agreement | | \$ - |
| Concession Rental | | \$ 7,655.78 |
| Meeting rooms | | \$ 12,664.68 |
| non ice rentals | | \$ 12,968.43 |
| Other Ice | | \$ 14,282.40 |
| Library Rental (1-69-73-11-01-560) | | \$ 33,187.50 |
| Summer Ice Rental (not included) | | \$ - |
| County contribution (to all) | | \$ 76,800.00 |
| Total Other Revenue | | \$186,476.26 |
| | | Expenditure |
| | | Actual |
| | | 2014 |
| Rec center expenses 2-73-11 | | |
| Including Summer Ice costs & Overhead: | | \$749,458.27 |
| Subtract Summer ice costs | | -\$ 78,404.67 |
| Subtract Overhead (Lee 11% & Jacqui 25%) | | -\$ 33,231.26 |
| Total Facility Operations | | \$637,822.34 |
| Facility Operations net other revenues | | \$451,346.08 |
| Facility cost share "Public adjustment factor" | | 60.24% |
| Facility Ice Operating deemed costs | | \$271,890.88 |
| divided by ice hrs used: | | 2175 |
| | | 24.9% |
| Total Ice Available (Oct-Mar) | | |
| 182 days x 24 hrs x 2 rinks = 8736 | | |
| Adult non-subsidized Ice Rate | | \$ 125.01 |
| | | 0% |
| Minor/Youth hours in above | | 1688 |
| % of total hrs used by youth | | 77.61% |
| Youth Share of Facility Net Costs | | \$211,012.32 |
| Less County Contribution (to youth) | | \$ - |
| Net costs for youth rentals | | \$211,012.32 |
| Minor/Youth subsidized Ice Rate | | \$ 62.50 |
| Summary: | | |
| Town Operational Deficit | | |
| Town - Ice Deficit funding @ 50% of full rate | | \$105,516.84 |
| Town - Facility cost share "Public adj factor" | | \$179,492.74 |
| Town - Summer Ice Deficit | | \$ 26,431.53 |
| Overhead (staff) | | \$ 33,231.26 |
| Total Town Operational Deficit | | \$344,672.37 |
| Costs covered by other Revenues | | \$ 76,488.76 |
| Costs covered by Library Lease | | \$ 33,187.50 |
| Minor -Youth Ice rental revenues @ 50% | | \$105,516.84 |
| Adult - Ice rentals @ 100% | | \$ 60,819.66 |
| Summer Ice Rentals @ 100% | | \$ 51,973.14 |
| County transfer | | \$ 76,800.00 |
| Total Facility Operations | | \$749,458.27 |

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CAO G. Switenky advised that the other recreation fees associated with sports fields for the ball (Policy X-1(e) (vii)) & soccer (Policy X-1(g)) associations have similar cost sharing (recovery verses market) challenges, as these fields are available to more than just the current users being charged.

Mayor Richards summarized the discussion by highlighting the 3 year Recreation Rates for ice, ball and soccer:

- Schedule "D" relating to arenas for ice uses (3 year rate)
 - 2015 \$130/hour (\$65.00 youth) – 4% increase (2013/2014 - \$125.00/hour & \$62.50 youth)
 - 2016 \$135/hour (\$67.50 youth) – 3.85% increase
 - 2017 \$140/hour (\$70.00 youth) – 3.70% increase

Market Competitive based rates:

- Schedules "A & B" relating to pool uses. (no change)
- Schedule "C" relating to meeting rooms (no change)
- Schedule "D" relating to arenas for non-ice uses (no change)
- Schedule "E" relating to advertising opportunities (no change)
- Schedule "F" relating to storage rentals (no change)
- Schedule "G" relating to fitness (no change)

- Schedule "A" relating to ball diamonds (3 year rate)
 - 2015 \$10,000 (50% Minor Sport Grant - \$5000) – no increase from 2014 / Adult \$400/team
 - 2016 \$10,200 (50% Minor Sport Grant - \$5100) – 2% increase / Adult \$405/team
 - 2016 \$10,400 (50% Minor Sport Grant - \$5200) – 2% increase / Adult \$410/team

- Schedule "A" relating to soccer fields (3 year rate)
 - 2015 \$13,600 (50% Minor Sport Grant - \$6800) – no increase from 2014 / Adult \$400/team
 - 2016 \$13,800 (50% Minor Sport Grant - \$6900) – <2% increase / Adult \$405/team
 - 2016 \$14,000 (50% Minor Sport Grant - \$7000) – <2% increase / Adult \$410/team

Moved by Councillor Sernecky that the Committee of the Whole recommend to Town Council that Policy X-1(d) – Stettler Recreation Centre Rental Rates, Schedule D – Ice Rental Rates be amended and approved as follows:

- Hourly rentals: Tournament, Competitions, Commercial League,

| | | | |
|--|-------|---------|---------|
| | 2015 | 2016 | 2017 |
| a) Adults, Junior B & Minor AA&AAA (per hour + GST) - | \$130 | \$135 | \$140 |
| b) Minor Hockey & Figure Skating (per hour + GST) - | \$65 | \$67.50 | \$70.00 |
| (50% of Adult rate) | | | |
| c) Middle School Hockey Academy (per hour + GST) - | \$52 | \$52 | \$52 |
| d) Men's Hockey Teams (per hour + GST) - | \$130 | \$135 | \$140 |
| (Deposit of \$500/team before scheduling of current season must be paid by October 31) | | | |

That the Committee of the Whole recommend to Town Council that Policy X-1(e)(vii) – Ball Diamond Rates, Schedule A – Rate Calculations be amended and approved as follows:

- Ball Diamond Rates – Effective Spring 2015

| | | | |
|--|----------|----------|----------|
| Cost Breakdown | 2015 | 2016 | 2017 |
| 1. Minor Ball Association (children) - | \$10,000 | \$10,200 | \$10,400 |
| (less 50% Minor Sports Grant) - | \$5000 | \$5100 | \$5200 |

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| | | | | | |
|----|------------------------------|---|-------|-------|-------|
| 2. | Adults (per team per season) | - | \$400 | \$405 | \$410 |
|----|------------------------------|---|-------|-------|-------|

That the Committee of the Whole recommend to Town Council that Policy X-1(g) – Soccer Field Rates, Schedule A – Rate Calculations be amended and approved as follows:

• Soccer Field Rates – Effective Spring 2015

| | | | | |
|----------------|------------------------------------|----------|----------|----------|
| Cost Breakdown | | 2015 | 2016 | 2017 |
| 1. | Minor Soccer Association (youth) - | \$13,600 | \$13,800 | \$14,000 |
| | (less 50% Minor Sports Grant) - | \$6800 | \$6900 | \$7000 |
| 2. | Adults (per team per season) - | \$400 | \$405 | \$410 |

MOTION CARRIED
Unanimous

4. Energy Associates International – Request for Proposal – Electricity Supply for 2019 & 2020

CAO G. Switenky advised that Administration continues to work with Energy Associates International (EAI) for a Request for Proposal (RFP) for the Town of Stettler Electrical Supply for 2019 & 2020. The current agreement expires December 31, 2018. EAI and Administration believe that under current economic conditions, pricing subject to the RFP may be equal or below current pricing of \$58.29. The Town also has the option within the RFP not to accept the pricing.

5. Emergency Communications Update

CAO G. Switenky advised that Administration was successful in negotiating to purchase the emergency Communications Tower for a cost of \$2500. Agreement for sale will follow.

6. Development Officer/Bylaw Supervision Continuity Update

CAO G. Switenky advised that D. Dittrick will be contracting, one day a week, to the Town for Planning Services, Angela Stormoen, Development Officer will be responsible for the day to day development issues and Senior Administration will be responsible for Bylaw Supervision in the absence of the Director of Planning and Development who is away on Maternity Leave.

7. TELUS Fibre Update

Assistant CAO S. Gerlitz advised that Administration will be receiving monthly updates from TELUS on the Fibre build in Stettler. Construction Crews will be starting March 15, 2015 and TELUS sales representatives will be starting door to door notification with property owners at the beginning of April.

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8. Grant Application Opportunities

a) Building Canada Fund – Small Communities Grant

CAO G. Switenky advised that Senior Administration participated in an AUMA/Alberta Municipal Affairs webinar which highlighted the Building Canada Fund – Small Communities Grant. The grant is a partnership between the Federal and Provincial Governments and Municipalities under 100,000 population for items such as water, wastewater and roads with a traffic count of 3000 vehicles per day.

Cost sharing would be on a 1/3, 1/3, & 1/3 basis. The Federal and Provincial Governments have committed \$94M each, totaling \$188M over a 10 year period. A one-time application deadline for Municipalities to apply is April 2, 2015. Municipalities can apply for up to two (2) applications. The minimum per application is \$50,000 - municipal portion, \$150,000 total. The Maximum per application is \$3M – municipal portion, \$9M total. Administration has considered various projects based on the grants funding criteria.

Moved by Councillor Fischer that the Committee of Whole recommend to Town Council that the Town of Stettler submit two (2) applications under the Building Canada Fund – Small Communities Grant:

1. 48th Avenue (Highway 12 & 56) - Water and Sewer Replacement, Reclamation and Road Rehabilitation
2. Cast Iron Service Replacement – over a 10 year period

MOTION CARRIED
Unanimous

b. Regional Collaboration Grant – Intermunicipal Collaboration

Assistant CAO S. Gerlitz advised that Administration has been working with County of Stettler Administration to submit a Joint Grant Application under the Regional Collaboration Grant - Intermunicipal Collaboration for the SRC Phase 2 upgrades. Administration trusts the 2015 grant funding will be included in the 2015 Provincial Budget announcement expected at the end of March 2015, and believes the joint grant application should be ready to submit shortly after the Budget Announcement. Applications can be submitted throughout the year, but any application submitted after November 1 will be considered in the following years Provincial Budget. It is expected that the maximum amount of provincial funding available through the regional grant will be \$700,000 - \$900,000 over a 2 year period, with an equal matching Municipal component per application. A Council motion will be required when the application is submitted.

9. Correspondence

- a. None

10. Additions

a. None

11. Adjournment

Moved by Councillor Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:40 p.m.

Mayor

Assistant CAO