

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 15, 2011 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, P. Simons &
S. Wildeboer

CAO R. Stoutenberg
Corporate Secretary C. Smith

Press (2)

Absent: Councillor L. Thorogood & Assistant CAO G. Switenky

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

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

Motion 11:03:16 Moved by Councillor Bachman to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held March 1, 2011

Motion 11:03:17 Moved by Councillor Wildeboer that the Minutes of the Regular Meeting of Council held on March 1, 2011 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 1, 2011 Meeting Minutes

None

(c) Minutes of the Committee of Whole Meeting Minutes held March 8, 2011

Motion 11:03:18 Moved by Councillor Fischer that the Minutes of the Committee of the Whole Meeting held on March 8, 2011 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the March 8, 2011 Committee of the Whole Meeting Minutes

None

(e) Committee of the Whole Recommendations

1. 2011 RCMP Goals

Motion 11:03:19

Moved by Councillor Simons that the Town of Stettler Council directs the Stettler RCMP Detachment to target the following five priorities for 2011:

1. Traffic Safety
2. Drug Trafficking
3. Graffiti/Senseless Acts of Vandalism
4. False Alarms
5. Theft Under \$5,000

MOTION CARRIED
Unanimous

2. Assessment Review Board Training

Motion 11:03:20

Moved by Councillor Campbell that that the Town of Stettler Council acknowledges the benefits of participating in a Joint Assessment Review Board that recognizes local autonomy and provides a consistent, skilled approach to administering assessment complaints.

And that the Town of Stettler Council agrees to join with the City of Red Deer and other central Alberta municipalities to provide regional assessment appeal services to its residents'.

And further that Council directs Administration to prepare a necessary Bylaw establishing a Joint Assessment Review Board and appointing the City of Red Deer as Designated Officer for the purpose of Section 455 of the Municipal Government Act, and to execute the partnership agreement as substantively presented.

MOTION CARRIED
Unanimous

4. Citizen's Forum:

(a) Jim Mackey

This item was dealt with later in the meeting.

5. Delegations:

(a) 7:00 P.M. – Elks of Canada re: Welcome Grand Exalted Ruler

This item was dealt with later in the meeting.

(b) 7:15 P.M. Robert Spencer, Cub Leader (Akela) for the 2nd Stettler LDS Cub Pack

This item was dealt with later in the meeting.

6. Administration:

(a) Memo re: WTP Chemical Tender

Town Council reviewed the memorandum from WTP Operations Manager, Michele Poirier.

CAO R. Stoutenberg explained that tenders are sent annually for the supply and delivery of chemicals to the Water Treatment Plant. This year's tender invitations drew five suppliers which deliver to the area.

The tenders were opened on February 16, 2011 with all five vendors able to supply the chemical to the WTP.

Motion 11:03:21

Moved by Councillor Fischer that the Town of Stettler Council approve the WTP Chemical Tender to the respective low bidders as presented.

MOTION CARRIED
Unanimous

(b) Memo re: Gravel Tender

Town Council reviewed the memorandum from Transportation Foreman, Ivan Wilford.

CAO R. Stoutenberg explained that two tender bids were received for the Town's 2011 gravel purchase as follows:

- Northstar Trucking Ltd. \$48,709.00
- James Marshall Trucking Ltd. \$49,842.00

Motion 11:03:22

Moved by Councillor Bachman that the Town of Stettler Council award the 2011 Gravel tender to Northstar Trucking Ltd. in the amount of \$48,709.00 (tax out).

MOTION CARRIED
Unanimous

(c) Memo re: High Production Mower Tender

Town Council reviewed the memorandum from Parks & Leisure Services, Lee Penner.

CAO R. Stoutenberg advised that two companies delivered tenders for the High Production Mower that was approved in the 2011 Capital Budget. All local turf mower suppliers received the bid information with no local bids being received. The bids were as follows:

- | | |
|---|-------------|
| Clark's Supply & Services Ltd. Turf Equipment | \$81,023.74 |
| Jacobsen 9016 Turbo Wide Area Mower | (plus GST) |
| Oak Creek Golf and Turf | \$82,800.00 |
| Toro Groundsmaster 5900-D | (plus GST) |

CAO R. Stoutenberg explained that the Jacobsen mower from Clark's Supply & Services Ltd. does not meet the required specifications.

Staff is recommending purchasing the Toro mower from Oak Creek Golf and Turf as it is the preferred mower for its curb height, production ability and it meets all tender specifications.

Motion 11:03:23

Moved by Councillor Fischer that the Town of Stettler Council award the High Production Mower Tender to Oak Creek Golf and Turf in the amount of \$82,800.00 (plus GST).

MOTION CARRIED
Unanimous

(d) FCSS Financial Statements as of December 31, 2010

CAO R. Stoutenberg reviewed the Family & Community Support Services Financial Statements for the year ended December 31, 2010.

Motion 11:03:24

Moved by Councillor Bachman that the Town of Stettler Council accept the Family & Community Support Services Financial Statements for the year ended December 31, 2010 as presented.

MOTION CARRIED
Unanimous

(e) Financial Indicator Graphs for the Year Ended December 31, 2009

CAO R. Stoutenberg explained that the 2009 Financial Indicator Graphs have been prepared by Alberta Municipal Affairs using municipal financial and statistical data.

The graphs compare Stettler against actual results from 19 municipalities with populations between 4,599 and 7,248. Stettler's population size used is 5,843 and is directly in the middle of the grouping of municipalities compared. The graphs compare the results over the past five year period.

The package is intended to serve as a tool that may assist Council and Administration with operational decisions. The comparative measures may be useful in assessing past performance and for future budgetary planning. Each municipality is compared to a group of similar sized urban municipalities, or to rural municipalities with similar tax base.

CAO, R. Stoutenberg interpreted the information on a graph by graph basis. He cautioned Council that each municipality in the group may have different levels of service/facilities in their community therefore some comparisons could be skewed as a result. Stettler's services and facilities should be similar to most of the larger municipalities in the population grouping.

In summary, the Town of Stettler compared favorably over the past five years in most per capita categories.

Motion 11:03:25

Moved by Councilor Fischer that the Town of Stettler Council accept for information purposes the Financial Indicator Graphs for the year ended December 31, 2009 as prepared by Alberta Municipal Affairs.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$562,339.10

Motion 11:03:26

Moved by Councillor Wildeboer that Accounts Payable in the amounts of **\$403.52 (VOID)**, \$266,395.42, **\$131,663.00 (VOID)**, \$130,185.30 & 297,824.90 for the period ending March 10, 2011 for a total amount of \$562,339.10 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. **Delegations:** (a) 7:00 P.M. – Elks of Canada re: Welcome Grand Exalted Ruler Dave Hurley

Grand Exalted Ruler Dave Hurley and members from the Elks of Canada entered the meeting at 7:00 p.m.

Mayor Richards welcomed Grand Exalted Ruler Dave Hurley and Elks members to the meeting.

Grand Exalted Ruler D. Hurley explained that he is the National President of the Elks of Canada, is living Yellowknife, NWT and works for the municipality.

Grand Exalted Ruler D. Hurley noted that the Elks of Canada is a national, fraternal and charitable organization where local Lodge volunteers promote and serve community needs.

Mayor Richards recognized the Elks for their donation to the Stettler Sports Park.

Mayor Richards thanked Grand Exalted Ruler Dave Hurley and Elks of Canada members for attending the meeting.

Grand Exalted Ruler Dave Hurley and Elks members departed the meeting at 7:10 p.m.

4. **Citizen's Forum:** (a) Jim Mackey

Jim Mackey was present at Citizen's Forum as an interested party for Scouts Canada. He was inquiring if the Scouts contents were insurable under the Town's insurance. CAO R. Stoutenberg will confirm and contact Mr. Mackey.

5. **Delegations Con't:** (b) 7:15 P.M. Robert Spencer, Cub Leader (Akela) for the 2nd Stettler LDS Cub Pack

Robert Spencer, Cub Leader (Akela) for the 2nd Stettler LDS Cub Pack and Cub members entered the meeting at 7:20 p.m.

Mayor Richards welcomed Robert Spencer and his Cub Pack to the meeting.

Rob Spencer explained that the purpose of their visit is to expose Cub members to Local Government and the role and responsibilities of Mayor and Council.

Council members explained their responsibility and roles for representing the community.

Mayor Richards thanked Robert Spencer and his Cub Pack for attending the meeting.

Delegations members departed the meeting at 7:39 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Mar 3 - Hwy 56 Realignment Open House.
- Mar 4 - Town Office duties.
 - Interview with Sunny 94.
- Mar 8 - Stettler Board of Trade Annual General Meeting re: Oaths of Office to new President and Vice President.
 - Committee of the Whole Meeting.
- Mar 11 - Kin Build Meeting.
 - Campus Alberta Meeting.
 - Town Office duties.

(b) Councillor Bachman

- Mar 8 - Committee of the Whole Meeting.

(c) Councillor Campbell

- Feb 9 - Cabinet Ministers Tour.
- Feb 17 - Tour of Recycling Plant in Edmonton.
- Mar 8 - Committee of the Whole Meeting.
- Mar 15 - Board of Trade re: Canadian Badlands Strategy Meeting.

(d) Councillor Fischer

- Mar 3 - Hwy 56 Realignment Open House.
- Mar 4 - Stettler Waste Management Meeting.
- Mar 8 - Committee of the Whole Meeting.
- Mar 14 - FCSS Meeting.

(e) Councillor Simons

- Mar 2 - Beautification Committee Meeting.
- Mar 3 - Hwy 56 Realignment Open House.
- Mar 7 - Stettler District Ambulance Association Meeting.
- Mar 8 - Board of Trade AGM & Regular Meeting.
 - Committee of the Whole Meeting.
- Mar 9 - 4H District Presentations.
- Mar 11 - Campus Alberta Meeting.
- Mar 14 - Attended ASCHA Convention in Edmonton.
& 15

(f) Councillor Thorogood

- No report – absent from meeting.

(g) Councillor Wildeboer

- Mar 2 - Beautification Committee Meeting.
- Mar 8 - Stettler Board of Trade AGM & Regular Meeting.
 - Committee of the Whole Meeting.

8. **Minutes:** (a) Airport Board Meeting of March 4, 2011
(b) Stettler Regional Board of Trade & Community Development Meeting of February 8, 2011

Motion 11:03:27

Moved by Councillor Simons that the Minutes, items 8(a) & 8(b) be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) Stettler Public Library
(b) Alberta Capital Finance Authority Annual General Meeting

Mayor Richards advised that the Town has received the agenda for the Annual General Meeting of the Alberta Capital Finance Authority to be held on Thursday, April 7th, 2011 in Edmonton.

The Alberta Capital Finance Authority requires a resolution of Council appointing a person to represent and vote the Town's shares, if necessary.

It is customary practice to authorize CAO, R. Stoutenberg to attend the Annual General Meeting of the Alberta Capital Finance Authority. It was stated that the meeting usually includes a very topical, relevant and knowledgeable guest speaker. The luncheon also provides a worthwhile administrative networking opportunity.

CAO R. Stoutenberg advised that he is unable to attend the meeting on Thursday, April 7, 2011, but would like to appoint Assistant CAO G. Switenky to represent the Town of Stettler or a Council Member.

Motion 11:03:28

Moved by Councillor Fischer that Assistant CAO, G. Switenky, or designee, be appointed to represent and vote the shares of the Town of Stettler at the Annual General Meeting of the Alberta Capital Finance Authority to be held on April 7, 2011 in Edmonton.

MOTION CARRIED
Unanimous

- (c) Public Sector Pensions a Canada-Wide Problem
(d) CAEP Invitation

CAO R. Stoutenberg advised that if any member of Council was interested in attending the CAEP Meeting in Castor on March 24, 2011 to contact him.

- (e) Battle River Watershed Alliance Newsletter

- (f) AUMA Presidents Summit on Energy

Motion 11:03:29

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None

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

14. **Adjournment:**

Motion 11:03:30

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

MOTION CARRIED
Unanimous at 7:48 p.m.

Mayor

Assistant CAO