

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 17, 2015 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,
S. Nolls & K. Sernecky

Assistant CAO S. Gerlitz
Corporate Secretary C. Smith
Stettler Regional Fire Chief M. Dennis

Press (3)

Absent: 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 15:03:11 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 3, 2015

Motion 15:03:12 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on March 3, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 3, 2015 Meeting Minutes

None

(c) Minutes of the Committee Meeting held March 10, 2015

Motion 15:03:13 Moved by Councillor Nolls that the Minutes of the Committee Meeting held on March 10, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the March 10, 2015 Committee Meeting Minutes

None

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

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

6. **Administration:** (a) Update re: 2015 Strategic Planning

Assistant CAO S. Gerlitz reviewed the Town's 2015 Strategic Plan and updated Council with respect to the top five actions that will be achieved on a goal by goal basis.

1. Health Care Advocacy
2. Community Webcams
3. Multi-Use Recreation Facility
4. School Zone Treatment
5. Hwy 12 West Traffic Improvements

It was noted that this update is presented to Council for information purposes on a regular/quarterly basis.

Motion 15:03:14

Moved by Councillor Fischer that the Town of Stettler Council accept the 2015 Strategic Plan as presented.

MOTION CARRIED
Unanimous

(b) Committee of the Whole Recommendations

Assistant CAO S. Gerlitz reviewed the policy amendments to the SRC Rental, Ball Diamond & Soccer Field Rates.

The following policies are based on Council's desire for adults to pay 100% of the operational deficit and youth to pay 50% of the adult rate. The policies reflect rental rates for 3 years to assist Community Associations with long-term budgeting. The rental rates reflect on ice and field use only. Council agreed that there would be no change rates determined by market such as pool use, meeting room rentals, advertising opportunities, storage room rental and fitness centre.

Policy X-1(d) re: SRC Rental Rates

Motion 15:03:15

Moved by Councillor Brown that the Town of Stettler Council approve Policy X-1(d) re: SRC Rental Rates as presented.

MOTION CARRIED
Unanimous

Policy X-1(e)(vii) – Ball Diamond Rates

Motion 15:03:16

Moved by Councillor Campbell that the Town of Stettler Council approve Policy X-1(e)(vii) re: Ball Diamond Rates as presented.

MOTION CARRIED
Unanimous

Policy X-1(g) – Soccer Field Rates

Motion 15:03:17

Moved by Councillor Sernecky that the Town of Stettler Council approve Policy X-1(g) re: Soccer Field Rates as presented.

MOTION CARRIED
Unanimous

Building Canada Fund – Small Community Grant Applications

Assistant CAO S. Gerlitz highlighted the Federal Building Canada Fund – Small Communities Grant for municipalities under 100,000 population:

- Total Federal and Provincial funding available is \$188 million over a 10 year period.

- Municipalities would be responsible for 1/3 of the project cost.
- Municipalities can submit up to 2 project applications.
- The minimum application is \$50,000 for municipalities for a total of \$150,000 per project.
- The maximum application amount is \$3 million for municipalities for a total of \$9 million per project.
- A one-time application deadline for municipalities is April 2, 2015.

Assistant CAO S. Gerlitz highlighted the following two (2) projects which were recommended by Administration based on the funding criteria of the Grant Application:

a. 48 Avenue (Highway 12 & 56) Water & Sewer Replacement, Reclamation and Road Rehabilitation

The Town of Stettler Council approved in their 2015 capital budget, the removal and replacement of an existing cast iron water main and lead water services, the existing clay tile sanitary sewer main and services to houses in 48 Avenue from Hwy 56 through to the west side of Hwy 12. This street is directly adjacent to an existing brownfield site. A phase 1 & 2 environmental assessment (ESA) will be conducted to determine the limits of contamination in the Town road right-of-way. A phase 3 ESA will follow to define the remediation required, the limits of remediation and confirmation testing to ensure successful removal of contaminants within the Town right-of-way.

Expected project budget: \$610,000 for the water/sanitary utilities. Phase 1 & 2 ESA \$45,000. Remediation of contamination \$400,000. Replacement of asphalt and curb and gutter \$250,000. Engineering \$260,000. Total \$1,565,000.

The Town of Stettler portion of funding is \$521,667 which would come from the Town's MSI allotment.

b. 7 Year Cast iron/Clay Tile/Lead Service Replacement Program

Complete a focused effort in reducing the number of cast iron water mains and lead services in the Town. Clay tile sanitary mains will be replaced when adjacent to water as they are also deteriorated, pose risk to leakage with age. Coordination of replacements results in improved construction methods and reduced costs. 2016-2018 are planned capital expenditures.

- 2016 – Cast Iron Water, Clay Tile Sewer, Services to property - 51 Avenue from 57-59 Street - \$735,000 for utilities, asphalt replacement \$200,000. Total - \$935,000
- 2017 – Cast Iron Water, Clay Tile Sewer, Services to property - 51 Avenue from 59-61 Street - \$735,000 for utilities, asphalt replacement \$200,000. Total \$935,000
- 2018 - Cast Iron Water, Clay Tile Sewer, Services to property – back alley of 50 Avenue in between 55-56 Street - \$650,000 for utilities, lane reinstatement \$50,000. Cast Iron water main replacement adjacent to Highway 12 at 55 Street - \$150,000 for utilities, \$50,000 for surface reinstatement. Total \$900,000
- 2019 – Cast Iron Water Main and Lead Services to property – 53 Street from 48 Avenue to Hwy 56. \$900,000 for utilities, road reinstatement \$375,000. Total \$1,275,000.
- 2020 – Cast Iron Water Main and Lead Services to property – 52 Street from 48 Avenue to Highway 56.

\$900,000 for utilities. \$300,000 for road reinstatement. Cast Iron Water, Clay Tile Sewer and, services to property – 48 Street from 47-48 Avenue. \$600,000 for utilities, \$100,000 for road reinstatements. Total \$1,900,000

- 2021 – Cast Iron Water Main and Lead Services to property – 50 Street from 49-50 Avenue, including 50 Avenue from 49-52 Street. \$1,200,000 for utilities. \$400,000 for road reinstatements. Total \$1,600,000
- 2022 - Cast Iron Water, Clay Tile Sewer, Services to property – back alley of 54 Street in between 46-47 Avenue - \$600,000 for utilities, lane reinstatement \$50,000. Back alley of 53 Street in between 46-47 Avenue - \$600,000 for utilities, lane reinstatement \$50,000. Total \$1,300,000
- 7 year capital plan with total expected budget of \$8,845,000. Total municipal portion is \$2,948,333 which would be covered from the Town's future MSI allocations.

Motion 15:03:18

Moved by Councillor Nolls that the Town of Stettler Council approve the following Grant Applications under the Building Canada Fund – Small Communities Grant:

- a. 48 Avenue – Highway 12 & 56 – Water and wastewater replacement, reclamation and roadway rehabilitation – Total Cost = \$1,565,000 (\$521,667 Municipal Portion – MSI)
- b. 7 Year Cast iron/Clay Tile/Lead Service Replacement Program – Total Cost - \$8,845,000 (\$2,948,333 – MSI)

MOTION CARRIED
Unanimous

(c) Memo re: Fire Truck Tender Award

Mayor Richards welcomed Stettler Regional Fire Chief, Mark Dennis to the meeting.

Stettler Regional Fire Chief M. Dennis advised that in the 2015 Capital Budget, Council approved \$709,000 to replace a 1989 fire engine with a new apparatus assembled on a custom chassis, with a diesel engine, featuring a 1250 IGPM pump.

M. Dennis explained that the Town of Stettler Custom Fire Engine Tender closed February 25, 2015 with one bidder. The Tender opportunity was placed on the Alberta Purchasing Connection procurement site as per Town of Stettler purchasing policy VII-4. The results are as follows:

WFR Wholesale Fire & Rescue

Option 1 – Complete Prepayment includes third party Performance Bond - **\$705,982 US**

Option 2 – Chassis Prepayment requires a 10% deposit and a chassis payment 3-months before final inspection - **\$712,065 US**

Option 3 – Payment upon Delivery requires a 10% deposit with the remainder paid in full at the time of delivery - **\$719,128 US**

Prices do not include GST. Estimated delivery date from the time the order is placed will be 10-11 months.

The Tender from Wholesale Fire & Rescue Ltd and Pierce Manufacturing was evaluated based on the qualifications and capabilities of the minimum standards specified in the Tender document. The evaluation criteria, was based upon years of Manufacturing Experience, Compliance with Tender Specifications, Delivery Date, Price and the Nearest Service Facility.

The Town of Stettler has previously purchased a 100 foot platform and Rescue from Wholesale Fire & Rescue (Pierce) in addition, our partner the County of Stettler has purchases two Fire Engines and contributed to half of the Heavy Rescue. As a result our fire fighter safety level has been improved through operation familiarity and built in safety equipment. All of our current Pierce apparatus have performed to our expectations. Wholesale Fire & Rescue and Pierce have provided mobile service and stood behind there warranty on the items we needed addressed.

General discussion took place regarding the three (3) funding options.

Motion 15:03:19

Moved by Councillor Campbell that the Town of Stettler Council award the tender presented by Wholesale Fire & Rescue and select Option 1 – Complete Prepayment. In addition, the budget to remain at \$709,000 to provide some contingency during the pre-construction/engineering review process.

MOTION CARRIED
Unanimous

Mayor Richards thanked Stettler Regional Fire Chief, M. Dennis for attending the meeting and his informative presentation.

M. Dennis departed the meeting at 6:50 pm.

- (d) Upcoming 2015 Meeting Dates
- Tuesday, April 7 – Council Meeting
 - Tuesday, April 14 – Committee Meeting
 - Tuesday, April 21 – Council Meeting
 - Tuesday, May 5 – Council Meeting
 - Friday, May 8 – RDRWA Breakfast – Atco Building
 - Tuesday, May 12 – Committee Meeting
 - Tuesday, May 19 – Council Meeting

- (e) Bank Reconciliation as of February 28, 2015

Motion 15:03:20

Moved by Councillor Bachman that the Town of Stettler Council accept the Bank Reconciliation as of February 28, 2015 as presented.

MOTION CARRIED
Unanimous

- (f) Accounts Payable in the amount of \$199,276.71

Motion 15:03:21

Moved by Councillor Brown that Accounts Payable in the amounts of \$41,254.06 & \$158,022.65 for the period ending March 13, 2015 for a total amount of \$199,276.71 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council: Mayor and Councillors outlined highlights of meetings they attended.
- (a) Mayor Richards
- Mar 4 - Interview with Sunny 94 re: Capital Budget.
 - Mar 6 - Town Office cheques and Committee Agenda.
 - Mar 10 - Lunch meeting with Jack Hayden.
- Committee Meeting.
 - Mar 12 - Town Office cheques and Council Agenda.
 - Mar 17 - Meeting with CAO, Assistant CAO and Director of Operations re: In-Camera Item.
- (b) Councillor Bachman
- Mar 10 - Committee Meeting.
 - Mar 11 - Library Board Meeting.
- (c) Councillor Brown
- No meetings to report – was on vacation.
- (d) Councillor Campbell
- Mar 9 - Canadian Badlands Meeting in Brooks.
 - Mar 10 - Committee Meeting.
 - Mar 11 - Rodeo Meeting.
 - Mar 13 - Red Deer River Watershed Alliance Breakfast.
- (e) Councillor Fischer
- Mar 10 - Committee Meeting.
 - Mar 13 - Brought Greetings at the Bantam A Hockey Provincials and worked a security shift.
 - Mar 15 - Worked shift for Bantam A Hockey Provincials.
- (f) Councillor Nolls
- Mar 4 - Stettler Downtown Business Association re: West Coast Amusements, Stampede, pancake breakfasts, show and shine, moving art walk and quilt show to rodeo weekend.
 - Mar 5 - Meeting with Housing Authority CAO & Chair re: resident issue.
 - Mar 10 - Committee Meeting.
 - Mar 11 - Steel Wheel Stampede Meeting.
 - Mar 12 - Resident Meeting at Paragon Place.
 - Mar 13 - Met with member of the Downtown Business Association re: Stampede Midway.
 - Mar 16 - Museum Board Meeting re: Estonian House, outstanding issue with subcontractor and staff volunteer 30 year recognition.
 - Mar 17 - Met with Ag. Society Staff re: ball diamonds and dugouts.
- (g) Councillor Sernecky
- Mar 4 - Hospital Foundation Meeting re: Green light community, approved purchase of necessary items, Dr. Bailey's arrival and golf tournament and casino shifts.
 - Mar 6 - Met with Stettler Independent reporter re: Doctors.
- Preparations for Dr. Bailey's arrival.

- Mar 10 - Committee Meeting.
- Mar 12 - Lunch Meeting with physician re: third clinic options.
- Mar 13 - Wm E. Hay High School re: posters for annual Earth Week Clean-up.
- Mar 14 - Dueling Pianos at the Community Hall.
- Mar 15 - Bantam A Hockey Provincials.

8. **Minutes:** (a) Parkland Regional Library Meeting of February 26, 2015

Motion 15:03:22

Moved by Councillor Bachman that the Town of Stettler Council accept the minutes, item 8(a) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) 2062-15 – Borrowing Bylaw re: Fire Truck (2nd & 3rd Readings)

Mayor Richards explained that Bylaw 2062-15 is to incur indebtedness by the issuance of debenture(s) in the amount of up to Seven Hundred and Nine Thousand Dollars (\$709,000) for the purpose of purchasing a Fire Engine.

Assistant CAO S. Gerlitz advised that Bylaw 2062-15 had 1st Reading on February 3, 2015 and was advertised for two weeks on February 11 & February 18, 2015. He noted that Bylaw 2062-15 is before Council tonight (March 17, 2015) for 2nd & 3rd Readings.

Assistant CAO S. Gerlitz noted that there were no written or verbal submissions received.

Motion 15:03:23

Moved by Councillor Nolls that the Town of Stettler Council give second reading to Bylaw 2062-15 as presented.

MOTION CARRIED
Unanimous

Motion 15:03:24

Moved by Councillor Bachman that the Town of Stettler Council give third and final reading to Bylaw 2062-15 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Invitation to the Heartland Youth Center's Annual General Meeting

Motion 15:03:25

Moved by Councillor Fischer that correspondence item 11(a) be accepted for information.

MOTION CARRIED
Unanimous

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

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

(b) Land Matter

(c) Labour Matter

Motion 15:03:26

Moved by Councillor Sernecky that the Town of Stettler Council proceed into an In-Camera Session with the Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 7:16 p.m.

Motion 15:03:27

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

MOTION CARRIED
Unanimous at 7:55 p.m.

14. **Adjournment:**

Motion 15:03:28

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

MOTION CARRIED
Unanimous at 7:55 p.m.

Mayor

Assistant CAO