

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 18, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Deputy Mayor Councillor R. Peeples

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

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Press (2)
Public (1)

Absent:

Mayor J. Hunter

Call to Order:

Deputy Mayor Councillor R. Peeples called the meeting to order
at 6:25 p.m.

Deputy Mayor Councillor Peeples instructed Members of
Council and everyone in attendance to observe a minute of
silence in respect of former Town Councillor Mr. Chuck Newton
who recently passed away in Stettler at the age of 80. Mr. C.
Newton served as a Town Councillor in the years 1964 to 1968
and again in the years 1989 to 1998.

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

Motion 08:03:16

Moved by Councillor Richards to approve the agenda as
presented with the following additions:

- 13(a) In-Camera Session - Regional Water Supply
- 13(b) In-Camera Session - Land Matters
- 13(c) In-Camera Session - Board of Trade

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held March 4, 2008

Motion 08:03:17

Moved by Councillor Campbell that the Minutes of the
Regular Meeting of Council held on March 4, 2008 be
approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the March 4, 2008 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting held March 11, 2008

Motion 08:03:18

Moved by Councillor Thorogood that the Minutes of the
Committee of the Whole Meeting held on March 11, 2008
be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the March 11, 2008 Committee Minutes

None

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

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

6. **Administration:** (a) Committee of the Whole Recommendation

1. Concrete Crushing Tender

Town Manager, R. Stoutenberg explained that two tenders were received for concrete crushing services in 2008 as follows:

Park Paving, Edmonton	\$165,000 (tax out)
Bettensons Sand & Gravel, Red Deer	\$100,240 (tax out)

Town Manager, R. Stoutenberg advised that granular materials created through this crushing process will cost the Town approximately \$16 per m³ which is about \$3 per m³ cheaper than purchasing alternative granular materials directly from a supplier.

Discussion ensued regarding the Town's ongoing uses for the amount and type of granular materials that will be created.

It was noted that the 2008 Capital Budget includes \$150,000 for concrete crushing.

Motion 08:03:19

Moved by Councillor Richards that the Town of Stettler Council award the 2008 Concrete Crushing Tender to the lowest bidder Bettensons Sand & Gravel at a cost of \$100,240 (tax out).

MOTION CARRIED
Unanimous

(b) Memo re: Trade Show Work Schedule

Town Manager, R. Stoutenberg explained that the annual Stettler Trade Show will be held from April 11 – 13, 2008.

Each year Council and staff members have worked shifts at the Trade Show because it is a great opportunity for Council and staff to informally meet with the public to discuss their concerns, promote many Town initiatives and gather input and general feedback.

The shift schedule for the weekend was reviewed and each Town Councillor committed to a time they are available/responsible to work in the booth.

Roundtable discussion ensued regarding various information items and reference materials that should be included in the booth/display area.

(c) Memo re: Financial Indicator Trends

Director of Finance and Administration G. Switenky reviewed a Memorandum which highlights various financial performance trends for Stettler; as identified in the Financial Indicator Graphs prepared by Alberta Municipal Affairs for the 12 year period between 1995 and 2006.

The graphs indicate that when assessment/property valuation is expressed on a per capita basis Stettler is in the middle of a grouping of 19 reasonably similar sized communities in Alberta. This is a good reflection of Stettler's ability to generate equivalent property tax revenues in proportion to the average municipality in the grouping.

However, when comparing Stettler's actual 2006 property taxation rates with the median municipality in the grouping Stettler actually generated \$1.70 less per \$1,000 of residential assessment and \$3.00 less per \$1,000 of non-residential assessment. If the Town of Stettler, in 2006 had taxed at the same rate as the median municipality in the grouping, then it would have generated approximately \$560,000 more in municipal taxes.

It was highlighted that this is equivalent to approximately \$340 less in annual property taxes for a Stettler residential property valued at \$200,000.

Discussion continued regarding Stettler's operational efficiencies reflected in the graphs for various departmental expenditures comparisons. It was noted that the 2007 Financial Indicator Graphs will not be available until October or November 2008.

Motion 08:03:20

Moved by Councilor Thorogood that the Town of Stettler Council accept for information purposes a report/analysis prepared by Administration for Stettler respecting various comparative financial trends derived from the Alberta Municipal Affairs Financial Indicator Graphs for the twelve year period 1995-2006.

MOTION CARRIED
Unanimous

(d) Memo re: GIS Implementation – Phase 1

Town Manager, R. Stoutenberg explained that the majority of the 2008 Capital Budget that was approved for Phase 1 of GIS Implementation (in the amount of \$84,000) is to be used to procure software and services from Accurate Assessment Group (AAG).

AAG has provided the Town with a Memorandum of Agreement including a schedule of total costs for the supply of specified software and related services in the amount of \$77,572 (an increase of \$860 over last year's price estimates).

Discussion ensued regarding the detailed software and services to be acquired from AAG, the costs for annual maintenance support, and the need to adjust the time frame for the Agreement as specified in Clause 16.

Discussion continued regarding an optional Phase 2 which would involve utilizing a specialized vehicle (supplied by AAG) equipped with video cameras and a GPS system to catalogue Stettler's infrastructure assets, including information about the assets (type, size, shape, colour, material, condition on that date, etc.). The cost can vary depending on the amount of assets recorded; AAG estimates \$12,000 to \$20,000 (for 3,000 to 10,000 items).

Motion 08:03:21

Moved by Councilor Thorogood that the Town of Stettler Council accept Administration's recommendation to commence with Phase 1 of the GIS Implementation as included in the 2008 Capital Budget, and further to execute a Memorandum of Agreement with Accurate Assessment Group to acquire relevant software, services and annual support.

MOTION CARRIED
Unanimous

(e) Memo re: Trackless

Town Manager, R. Stoutenberg explained that Administration has reconsidered the option of acquiring a used trackless and concluded that there are currently no machines available that are in a good enough condition at a fair price.

Town representatives have inspected two used machines and have been extremely disappointed with the amount of rust and the overall general condition and wear of these machines which start in the \$40,000 range.

Discussion ensued regarding the urgency for acquiring a trackless to replace the Town's existing unit which has experienced numerous mechanical problems causing reliability issues over the past winter.

Discussion continued regarding the new/used cost differential, the expected life of a new trackless machine being 20 to 25 years, available attachments allowing the machine to perform various jobs, consideration of alternative machines that could do the same job, and whether the timing of this purchase should be delayed till the fall because the existing trackless is only needed for approximately one month in the spring and that other used machines may potentially become availability over the summer months (before winter).

Administration is requesting to have the 2008 Capital Budget increased from \$70,000 to \$115,000 for the purpose of purchasing a new trackless with a sander, sweeper/broom and blade attachments.

Motion 08:03:22

Moved by Councillor Campbell that the Town of Stettler Council approve increasing the 2008 Capital Budget to \$115,000 for the purchase of a new trackless with multi-functional attachments.

MOTION CARRIED (4 – 2)
Opposed: Councillors Dennis &
Thorogood

(f) Memo re: John Deere WAM 1600 Turbo Mower Tender

Town Manager, R. Stoutenberg advised that one (1) tender was received for a John Deere WAM 1600 Turbo Commercial Mower with a Perry Cab from Agro Stettler at a cost of \$53,355.75 GST included.

After discussion with the Town Mechanic it is requested that the following three options be added to the machine:

1. Roof-mounted strobe light
2. Front window washer with tank and pump
3. Air conditioning/heater kit

The cost to acquire the requested options is an additional \$4,963.35 bringing the total cost of the new machine to \$58,319.10 GST included.

The 2008 Capital Budget includes \$65,000 for this machine.

Discussion ensued regarding the increasing amount of area that the Parks and Leisure Services Department's must mow, their desire to acquire a mower capable of cutting a 10 foot path to realize operational efficiencies over the Town's existing mowers (which are only capable of cutting a 6 foot path), and the requested options which will enhance safety and improve operator comfort/reduce fatigue.

Motion 08:03:23

Moved by Councilor Thorogood that the Town of Stettler Council accept the tender from Agro Stettler in the amount of \$58,319.10 (tax in) to supply a John Deere WAM 1600 Turbo Commercial Mower with Perry Cab including three additional options as presented.

MOTION CARRIED (5 – 1)
Opposed: Councillor Dennis

(g) April Newsletter Items

- Stettler Board of Trade 2008 Trade Show – April 11-13
- First Stettler Scouts & Girls Guides Bottle Drive – April 19
- Stettler & District Music Festival – April 4-12
- 40 Years of Music Festival – April 13
- Grand Concert – April 15
- West Stettler Park Events Scheduled by Parks & Leisure

(h) Bank Reconciliation as of February 29, 2008

Motion 08:03:24

Moved by Councillor Richards that the Bank Reconciliation as of February 29, 2008 be accepted as presented.

MOTION CARRIED
Unanimous

(i) Accounts Payable in the amount of \$213,340.83

Motion 08:03:25

Moved by Councillor Thorogood that Accounts Payable for the period ending March 13, 2008 in the amount of \$213,340.83 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

- Mar 7 - Municipal Planning Commission Meeting.
- Mar 10 - Water Negotiations with Associated Engineering.
- Mar 11 - Town & County of Stettler Annexation Negotiations.
 - Committee of the Whole Meeting.
- Mar 12 - Meeting on Water Transfer Agreement with Commission Representatives.
- Mar 14 - Attended Chuck Newton's Funeral.

(c) Councillor Dennis

- Mar 7 - Municipal Planning Commission Meeting (as alternate).
- Mar 10 - Meeting on Water Transfer Agreement with Associated Engineering.
- Mar 11 - Committee of the Whole Meeting.
- Mar 12 - Meeting on Water Transfer Agreement with Commission Representatives.

(d) Councillor Garbutt

- Mar 11 - Committee of the Whole Meeting.

(e) Councillor Peoples

- Mar 7 - Municipal Planning Commission Meeting.
- Mar 10 - Water Tech Meeting at County Office on Regional Waterline.
 - Water Transfer Station Meeting with Associated Engineers.
- Mar 11 - Committee of the Whole Meeting.
- Mar 12 - Water Transfer Meeting, Stettler Committee and Regional Water Representatives and Blair Birch, Associated Engineers.
- Mar 14 - Meeting with Mayor Hunter and Town Manager, R. Stoutenberg.
 - Attended funeral for former Town Councillor, Chuck Newton.

(f) Councillor Richards

- Mar 7 - Municipal Planning Commission Meeting.
- Affordable Housing Meeting and toured duplexes in Meadowlands.
- Mar 3 - KidSport dinner and auction.
- Mar 11 - Annexation talks with County of Stettler.
- Committee of the Whole Meeting.

(g) Councillor Thorogood

- Mar 6 - Heartland Beautification Meeting.
- Mar 7 - Municipal Planning Commission Meeting.
- Mar 11 - Committee of the Whole Meeting.
- Mar 12 - Stettler Hospital Foundation Meeting.
- Mar 14 - Attended funeral services for former Town Councillor, Chuck Newton.

8. **Minutes:**

- (a) Stettler Airport Board Meeting of February 28, 2008
- (b) Stettler Recycling Committee Meeting of February 13, 2008
- (c) Municipal Planning Commission Meeting of March 7, 2008
- (d) Stettler Affordable Housing Partnership Meeting of March 7, 2008

Motion 08:03:26

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Test Surveillance Cameras
- (b) Creating a Police Officers Recruitment Fund
- (c) Kids Lead Debate on Anti-Idling Bylaw
- (d) Stettler Town & Country Museum
- (e) David Thompson Health Region
- (f) Alberta Emergency Management Agency
- (g) News Release – Provincial Cabinet

(h) Central Alberta Tourism

Motion 08:03:27

Moved by Councillor Garbutt that correspondence items 11(a) & 11(h) be accepted for information.

MOTION CARRIED
Unanimous

12. **Items Added:**

(a) None

13. **In-Camera Session:**

(a) Regional Water Supply

(b) Land Matters

(c) Board of Trade

Motion 08:03:28

Moved by Councillor Richards that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager and Director of Finance & Administration present to discuss the items as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 7:45 p.m.

Motion 08:03:29

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

MOTION CARRIED
Unanimous at 8:04 p.m.

14. **Adjournment:**

Motion 08:03:30

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

MOTION CARRIED
Unanimous at 8:04 p.m.

Mayor

Director of Finance & Administration