

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 2, 2004 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor K. Ryder

Councillors A. Campbell, S. Hurley, J. Hunter, G. Majeran, R. Peeples & D. Richards

Town Manager R. Stoutenberg
Director of Finance & Administration R. Kutt

Absent: None

Call to Order: Mayor K. Ryder called the meeting to order at 6:30 p.m.

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

Motion 04:03:01 Moved by Councillor Richards to approve the agenda as presented with the following addition:

13(a) In-Camera Personnel Issue

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on February 17, 2004

Motion 04:03:02 Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on February 17, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the February 17, 2004 Minutes

- (i) 2004 Sidewalk Tender
- (ii) Thermal Image Camera
- (iii) Communities Against Abuse

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

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

6. **Administration:** (a) Memo re: 2004 Street Improvements Tender

Town Manager, R. Stoutenberg reported that two bids were received for the 2004 Street Improvements Tender. A meeting was held with the low bidder to discuss quality issues and scheduling of the work.

Administration is recommending this tender be awarded to Border Paving Ltd. Discussion ensued.

Motion 04:03:03 Moved by Councillor Hurley that the Town of Stettler Council accept Administration's recommendation to award the 2004 Street Improvements Tender to Border Paving Ltd. at a cost of \$270,836.58.

MOTION CARRIED
Unanimous

(b) Memo re: Gravel Tender

Councillor Hunter declared a possible conflict of interest and excused himself from voting and discussion on this item.

Town Manager, R. Stoutenberg explained that three local firms submitted bids for the 2004 Gravel Tender. Administration is recommending acceptance of the low bid.

Motion 04:03:04

Moved by Councillor Campbell that the Town of Stettler Council accept Administration's recommendation to award the 2004 Gravel Tender to Earl Marshall Trucking Ltd. at a cost of \$30,875.39.

MOTION CARRIED
Unanimous with the abstention of
Councillor Hunter

Councillor Hunter returned to the regular meeting.

(c) Memo re: Sewer Flusher/Hydrovac

Town Manager, R. Stoutenberg reported that three companies submitted bids for a Sewer Flusher Vac/Hydro Excavator truck. The tender gave an option of a freightliner or sterling chassis and two of the companies submitted a bid for each.

Administration is recommending that the low bid from Kendricks be rejected because it does not meet the tender specifications. Also, recommended is the acceptance of the next lowest bid from WestVac.

Discussion ensued on the tender specifications, suppliers, types of chassis and tendering rules.

Motion 04:03:05

Moved by Councillor Campbell that the Town of Stettler Council accept Administration's recommendation to award the Sewer Flusher Vac/Hydro Excavator Tender to WestVac Industrial Ltd.

MOTION CARRIED
Unanimous

Town Council authorized Administration to negotiate changes to the truck tender with WestVac Industrial Ltd.

(d) Memo re: Marketing Corporation Insurance

Director of Finance & Administration, R. Kutt explained that the Marketing Corporation is registered as a corporation (for profit). AUMA advised that they only provide insurance coverage to non-profit organizations unless Town Council authorizes otherwise. Discussion ensued.

Motion 04:03:06

Moved by Councillor Hurley that the Town of Stettler Council approve the addition of the Stettler & Region Marketing Corporation to the Town of Stettler insurance policy as an "Additional Named Insured".

MOTION CARRIED
Unanimous

(e) County of Stettler Housing Authority 2004 Budget

Councillor Majeran presented and reviewed the County of Stettler Housing Authority 2004 Budget.

Motion 04:03:07

Moved by Councillor Majeran that the Town of Stettler Council approve the County of Stettler Housing Authority 2004 Budget for information.

MOTION CARRIED
Unanimous

(f) Heartland Beautification 2004 Budget

Mayor Ryder presented and reviewed the Heartland Beautification 2004 Budget.

Motion 04:03:08

Moved by Councillor Peeples that the Town of Stettler Council approve the Heartland Beautification 2004 Budget for \$15,750.00 as presented.

MOTION CARRIED
Unanimous

(g) Stettler District Ambulance Association Financial Statements

Moved by Councillor Hurley that the Town of Stettler Council accept the Stettler District Ambulance Association 2002 Financial Statements for information only.

Motion 04:03:09

MOTION CARRIED
Unanimous

(h) Update re: Leisure Centre

Mayor Ryder recessed the regular meeting at 8:04 p.m.

Mayor Ryder reconvened the regular meeting at 8:09 p.m.

(i) Town Manager's Report

Motion 04:03:10

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

MOTION CARRIED
Unanimous

(j) Accounts Payable in the amount of \$426,640.70

Motion 04:03:11

Moved by Councillor Campbell that Accounts Payable for the period ending February 25, 2004 in the amount of \$426,640.70 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Ryder

- Feb 18 - Joint Town/County Meeting.
- Feb 19 - FCSS Meeting.
- Feb 22 - FCSS Contract Signing.
- Feb 27 - Centennial Meeting.
- Mar 2 - Leisure Centre Meeting.

(b) Councillor Campbell

- Feb 18 - Joint Town/County Meeting.

(c) Councillor Hunter

- Feb 18 - Joint Town/County Meeting.
- Feb 24 - Parks & Leisure Services Meeting.
- Mar 2 - Leisure Centre Meeting.

(d) Councillor Hurley

- Feb 18 - Joint Town/County Meeting.
 - Agricultural Society Special General Meeting & Director's Meeting.
- Feb 23 - Ambulance Board Meeting re: Dorothy Hebert resignation May/04.
- Feb 24 - Agricultural Society completion of February 18/04 Meeting. Items discussed included:
 - Rough Stock Rodeo – April 3 – 7:00 p.m.
 - Strategic Planning – April 13 & 15 with Marketing Board for Town and outlying communities.
- Feb 27 - Waste Management Meeting.
 - Centennial Meeting.

(e) Councillor Majeran

- Feb 18 - Joint Town/County Meeting.
- Feb 19 - Stettler Housing Authority Meeting.
- Feb 27 - Waste Management Authority.

(f) Councillor Peebles

- Feb 18 - Joint Town/County Meeting.
- Feb 19 - FCSS Meeting.

(g) Councillor Richards

-No meetings to report.

8. **Minutes:**
- (a) Stettler Public Library Board Meeting of January 19, 2004
 - (b) Trail of the Buffalo Tourism Meeting of January 21, 2004
 - (c) Leisure Centre Meeting of February 17, 2004

Motion: 04:03:12

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

MOTION CARRIED
Unanimous

9. **Public Hearings:**
- (a) None

10. **Bylaws:**
- (a) Memo & Bylaw 1887-04 re: Dangerous Goods Route

Town Manager, R. Stoutenberg explained that a revised bylaw designating a Dangerous Goods route was requested by the Provincial Government to comply with a new Provincial Act. Also, the Ring Road has been upgraded and paved since the first routes were established. In the bylaw, the Ring Road has been added as a Dangerous Goods Route.

Administration is recommending to pass the new bylaw with the addition of the Ring Road and that the Director of Operational Services be requested to improve the route signage. Discussion ensued.

Motion 04:03:13

Moved by Councillor Hunter that the Town of Stettler Council give first reading to Bylaw 1887-04.

MOTION CARRIED
Unanimous

Motion 04:03:14

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 1887-04.

MOTION CARRIED
Unanimous

Town Manager, R. Stoutenberg advised that this bylaw would be forwarded to the Minister of Alberta Transportation for approval. Following this, the bylaw will be returned to Town Council for third reading.

11. **Correspondence:**
- (a) Town of Lac La Biche re: Equitable Police Funding Formula
 - (b) Battle River Water for Growth and Life
 - (c) Stettler & Region Marketing Corporation
 - (d) Heartland Victim Services

Motion: 04:03:15

Moved by Councillor Majeran that the correspondence items 11(a) to 11(d) inclusive be accepted for information.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) Personnel Issue

Motion 04:03:16

Moved by Councillor Peeples 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 above item.

MOTION CARRIED
Unanimous at 8:47 p.m.

Motion 04:03:17

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

MOTION CARRIED
Unanimous at 8:57 p.m.

14. **Adjournment:**

Motion 04:03:18

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

MOTION CARRIED
Unanimous at 8:57 p.m.

Mayor

Director of Finance & Administration