

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 5, 2013 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

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

CAO R. Stoutenberg
Assistant CAO G. Switenky
Executive Director, Stettler Regional Board of Trade, A. Brown

Press (2)

Absent: Councillors L. Thorogood & S. Wildeboer

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

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

Motion 13:03:01 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 February 19 2013

Motion 13:03:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on February 19, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the February 19, 2013 Meeting Minutes

None

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

5. **Delegations:** (a) 6:55 P.M. – John Jacobs re: Induction into the Alberta Sports Hall of Fame

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Cost Estimate to Replace Waterline in Highway 56

CAO R. Stoutenberg advised that Town Council and Administration have been urging Alberta Transportation to repair Highway 56 through Town.

In late December, after the Town's 2013 Capital Budget had been approved, Alberta Transportation notified the Town that they were committing funds to repair portions of Highway 56 (51st Avenue) between 57-46 Streets in 2013. The Town will be coordinating this road repair & overlay work through our 2013 paving tender however,

Given this paving decision by the Province, the Town has identified that an existing cast iron water main beneath a short section along Highway 56 between 57 & 56 Streets has deteriorated and is in poor shape.

Funding for the replacement of this old water main was not planned or accounted for in the 2013 Capital Budget, however this underground project should be accelerated to ensure the water main is replaced prior to paving/overlay work being performed.

It is Administration’s intention to tender this project using trenchless technologies as much as possible to reduce the amount of settlement that could occur.

Cost Estimate:

Item Description:	Quantity	Cost	Total
1. Replace ex. 150mm water	225 lin.m.	\$350/lin.m.	\$78,750
2. 150mm gate valve	1 ea.	\$2,000/ea.	\$2,000
3. 90 degree bend	1 ea.	\$750/ea.	\$750
4. 150mm Tee	1 ea.	\$1,000/ea.	\$1,000
5. Connect to Existing Main	5 ea.	\$2,000/ea.	\$10,000
6. Mobilization & Contingency			\$27,500
7. Engineering			20,000
Subtotal			\$140,000

Funding allocations can be decided when the tender is brought back to Council for award at the end of April. The most realistic sources available are:

1. The overall 2013 paving tender may come in under budget with enough room to cover this expenditure, or
2. Prior year general reserve funds can be utilized.

Discussion ensued regarding the relatively short length of this water project given the larger scope of the province’s 2013 plans to overlay from 57 Street to 46 Street.

Administration respectfully recommends that Town Council approves proceeding with the design and tender of this project.

Motion 13:03:03

Moved by Councillor Campbell that the Town of Stettler Council approve proceeding with the design and tender of the replacement waterline in Highway 56 as presented with funding from the General Reserve.

MOTION CARRIED
Unanimous

(b) Memo re: Gravel Supply Tender

CAO R. Stoutenberg advised that tenders were sent out for gravel, street sand, bedding sand and screened rock supply for use by Public Works.

CAO R. Stoutenberg advised that this is an approved 2013 Operating Budget item collectively estimated between Town departments/functions at \$64,000.

The tender (with estimated quantities) was sent to three local suppliers. The following tenders were received on February 27, 2013. All prices exclude GST.

James Marshall Trucking Ltd.	\$41,152
Northstar Trucking	\$42,212
Zenith Excavating Ltd.	\$59,600

Administration respectfully recommends accepting James Marshall Trucking Ltd.'s tender.

Motion 13:03:04

Moved by Councillor Fischer that the Town of Stettler Council award the 2013 Gravel Supply Tender to James Marshall Trucking Ltd. at the unit rate(s) pricing as quoted.

MOTION CARRIED
Unanimous

(c) CAO Report

CAO R. Stoutenberg highlighted the CAOs monthly organizational report to Council.

Motion 13:03:05

Moved by Councillor Bachman that the Town of Stettler accept the CAO Report for the month of February as presented.

MOTION CARRIED
Unanimous

(d) Memo re: SRC Upgrading Costs

This item was dealt with later in the meeting.

(e) Discussion re: National Doctor Week Budget \$2,000

This item was dealt with later in the meeting.

(f) Accounts Payable in the amount of \$336,793.24

Motion 13:03:06

Moved by Councillor Fischer that Accounts Payable in the amounts of \$184,506.62, \$150.57 (VOID) & \$152,437.19 for the period ending February 28, 2013 for a total amount of \$336,793.24 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Feb 20 - CIIF Grant presentation at the Library.
- Don Gillespie Diamond Jubilee Medal.
- Feb 22 - Town Office duties.
- Feb 26 - Seniors Presentation at the SRC.

(b) Councillor Bachman

- Feb 20 - CIIF Grant presentation at the Library.

(c) Councillor Campbell

- Feb 20 - CIIF Grant presentation at the Library.
- Don Gillespie Diamond Jubilee Medal.
- Feb 21 - Rodeo Meeting
- Feb 26 - Seniors Presentation at the SRC.

(d) Councillor Fischer

- Feb 20 - ClIF Grant presentation at the Library.
- Met with CAO and Director of Parks & Leisure re: customer relations training.
- Don Gillespie Diamond Jubilee Medal.
- Feb 21 - FCSS – updating and signed cheques.
- Feb 25 - Met with L. Penner & G. Scott re: upcoming seniors presentation.
- Feb 26 - Seniors Presentation at the SRC.

(e) Councillor Simons

- Feb 21 - County of Stettler Housing Authority Meeting.
- Feb 26 - Seniors Presentation at the SRC.
- Feb 27 - PAC Committee Meeting.

(f) Councillor Thorogood

- No report – absent from meeting.

(g) Councillor Wildeboer

- No report – absent from meeting.

8. Minutes:

(a) FCSS Meeting Minutes of January 21, 2013

Motion 13:03:07

Moved by Councillor Campbell 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) None

11. Correspondence:

(a) Doctor Shortage Plagues Rural Alberta

(b) Think-Tank Slams Alberta Government for Squandering \$22 Billion

(c) Garage Condo Development in Spruce Grove Almost Just Like Home

(d) Jacobs Skates into Hall of Fame

(e) County of Stettler re: Community Infrastructure Improvement Fund

(f) Thousands of Alberta Student Summer Jobs Could Be Axed

Motion 13:03:08

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

MOTION CARRIED
Unanimous

6. Administration Cont:

(e) Discussion re: National Doctor Week Budget \$2,000

County of Stettler Reeve W. Nixon, County Councillor J. Gendre and County CAO T. Fox and Town Director of Parks & Leisure Services L. Penner entered the meeting at approximately 6:50 p.m.

Executive Director, Stettler Regional Board of Trade, A. Brown advised that in honor of National Doctor Week he suggested that the Town consider a media event in the local newspapers and on local radio which includes "a few kind words" followed by a "thank you" to our rural physicians during the weeks of March 18 and March 25.

The campaign would effectively reach residents across the region and inspire a feeling of goodwill towards our regional team of physicians. Next year and in years to follow it is a national project we could build and plan on.

A budget of \$1500 to \$2000 could be used effectively locally to host this promotion for 2013.

Mayor Richards clarified that County Council will consider cooperative shared funding for this initiative at a subsequent Council Meeting.

Motion 13:03:09

Moved by Councillor Bachman that the Town of Stettler Council approve up to \$1,000 for media coverage in the local newspapers and local radio thanking our rural physicians in honor of National Doctor Week.

MOTION CARRIED
Unanimous

5. **Delegations:**

- (a) 6:55 P.M. – John Jacobs re: Induction into the Alberta Sports Hall of Fame

John Jacobs entered the meeting at approximately 6:55 p.m.

Mayor Richards welcomed Stettler citizen J. Jacobs to the meeting.

Mayor Richards congratulated J. Jacobs on being inducted into the Alberta Sports Hall of Fame and on behalf of the Town presented him with a certificate and letter to honor and celebrate his induction.

Open discussion with Council and the gallery proceeded, as well as photos were taken.

J. Jacobs departed the meeting at approximately 7:00 p.m.

6. **Administration Con't:**

- (d) Memo re: SRC Upgrading Costs

County of Stettler Councillor J. Nibourg entered the meeting at approximately 7:02 p.m.

CAO R. Stoutenberg advised that the Town and County have been discussing the need for upgrades in the SRC facility since 2009. Various committees and professionals have been working on the project since that day with both Town and County involvement.

He stated that Architect John Hull has been engaged to prepare initial design and cost estimates for the SRC upgrades on a holistic basis, with resulting conceptual designs being presented at the Seniors Meeting held on February 26, 2013.

This entire project has traditionally been divided into three components:

1. Library Expansion and Parking Lot Upgrades
2. Seniors Centre
3. Building/Foyer Upgrades

The front entrance enhancement that gets additional library space also covers a number of building deficits that were in the original building upgrade component such as:

- New roof for front vestibule,
- Better heating for front vestibule,
- Enclosing poorly insulated block wall to improve efficiency and prevent condensation,
- New front automated doors.

Administration at this point in the planning stage is recommending Council approve the following:

1. The estimated budget on the SRC upgrades as substantively presented.
2. Entering into a contract for Architectural Services with John Hull Architect as presented.
3. To discuss overall funding for the entire project with the County of Stettler.

Assistant CAO G. Switenky reviewed the projected costs for all three components with corresponding funding sources estimated at a combined total of \$1,976,390 as follows:

Town Capital & General Reserves	\$1,586,390
CIIF Grant (Library/Parking)	\$250,000
County of Stettler (Library/Parking)	<u>\$140,000</u>
	\$1,976,390

He noted further that an additional \$2,500,000 (order of magnitude guess) will likely be necessary in the future to undertake additional facility & mechanical upgrades within the arena(s) with funding sources as follows:

Town Debenture Borrowing	\$1,000,000
Town MSI Grant Funding	\$500,000
Shortfall	<u>\$1,000,000</u>
	\$2,500,000

Mayor Richards invited Members from the County of Stettler to participate in open discussion.

Discussion ensued regarding:

- Paving a new parking area on the west side of the arena as identified at the Seniors Meeting,
- Possible scope/design cutbacks,
- CIIF funding deadlines for the library and parking lot projects add a sense of urgency to the tender processes,
- Timing of future (\$2.5M) work in the arena(s) section of the SRC.

Mayor Richards thanked Members of County Council and Administration for attending the meeting and providing valuable input.

Mayor Richards further clarified that it is the Town's intent, in good faith, to request that County Council consider further cooperative shared capital funding towards this entire project at a subsequent County Council Meeting.

Motion 13:03:10

Moved by Councillor Bachman that the Town of Stettler Council approves Administration's recommendations as follows:

1. The estimated budget on the SRC upgrades as substantively presented.
2. Entering into a contract on Architectural services with John Hull Architect as presented.
3. To discuss overall funding for the entire project with the County of Stettler.

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 13:03:11

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

MOTION CARRIED
Unanimous at 7:25 p.m.

Mayor

Assistant CAO