

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MAY 5, 2015 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor Dick Richards  
  
Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,  
S. Nolls & K. Sernecky  
  
CAO G. Switenky  
Assistant CAO S. Gerlitz  
Director of Operations M. Robbins  
Director of Parks & Leisure Services L. Penner  
  
Press (3)

**Absent:** None

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

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

**Motion 15:05:01** 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 April 21, 2015

**Motion 15:05:02** Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on April 21, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the April 21, 2015 Meeting Minutes

None

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

5. **Delegations:** (a) 6:45 P.M. – Stettler Skate Park Delegation

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Seniors Week June 1-7, 2015

CAO G. Switenky advised that this year Senior Citizens Week will be celebrated from June 1-7, 2015.

The following times cover the planned events for Senior Citizens Week activities:

<u>DATE &amp; TIME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COUNCILLOR(S) ATTENDING</u>
June 1 12:00	Lunch Social	Paragon Place	Malcolm, Karen
June 2 12:00	Lunch Social	Heart Haven Lodge	Malcolm, Karen
June 3 12:00	Lunch Social	Willow Creek Lodge	Malcolm, Sean, Karen
June 3 2:00 PM	Floor Curling	The Hub	Malcolm, Al, Karen
June 4 12:00	Lunch Social	Points West Living	Malcolm, Karen

On May 20, 2015 at 11:30 a.m. the Mayor and Reeve will sign the proclamation at Willow Creek with representatives from the seniors in the community. Fruit trays will be delivered to the above locations which are cost-shared with the County of Stettler.

(b) Barricade Shed – 2015 Capital Budget Expenditure

Director of Operations M. Robbins advised that the 2015 Capital Budget item for a barricade cold storage shed was approved for \$35,000. The shed will house barricades, Christmas decorations, the steamer and crack filling machine. At the time of capital budget review, Council requested a cost option to include an extra storage bay for the parade float.

To include the parade float, the building needs to be 12 feet high, with a 10' high overhead door. Original design was a 10' high building with 8' doors and a gravel floor.

Administration has obtained pricing from local suppliers and contractors to build a 26'x50' building, with concrete floor and footings, 4 overhead doors including a separate bay for the parade float. A concrete floor has been added to the project scope given consideration of the increase in building size and the potential to change its use in the future by heating and lighting the building. The expected construction cost is \$47,000.

Council thanked all staff involved for their great work and expertise in assisting the contractors to come to the best price possible.

**Motion 15:05:03**

Moved by Councillor Fischer that the Town of Stettler Council proceed with the construction of a cold storage 4 bay shed in the Town Shop yard, including the bay for the parade float with an expected construction cost of \$47,000. And approves Administration to act as the General Contractor utilizing local contractors and suppliers for various components; structure material, concrete and construction. And further approves additional 2015 Capital funding in the amount of \$12,000 from general reserves.

MOTION CARRIED  
Unanimous

(c) 6' Mower – 2015 Capital Budget Expenditure

Director of Parks & Leisure Services L. Penner advised that tenders for the high productivity 6' mower, that was approved in the 2015 Capital budget for \$30,000.00, were received and opened on April 10<sup>th</sup>.

The Town of Stettler received only one tender for the high productivity mower and rejected the submission because it does not meet the required specifications outlined. Realizing these specifications cannot be reached the quotes were retained in confidence and a Request for Proposals was developed. The original requirements were reviewed with each of the invitations and the Town came up with the mowers closest to the specifications required. Each company was asked to provide pricing on such mowers to ensure that our specifications did not hinder the competition.

All local turf mower suppliers, as well as the Toro company Oak Creek Golf and Turf, received the bid information and three bids were received.

- Oak Creek Golf and Turf  
Toro 3280-D  
\$29,230.00 plus GST  
Two (2) year warranty/Additional 3 year clutch warranty
- Cervus Equipment  
John Deere 1570 terrain cut  
\$30,572.44 plus GST  
Two (2) year warranty
- Future Ag.  
Kubota  
F3990 4wd  
\$25,900.00 plus GST  
Two (2) year warranty
- Bill's farm Supplies – No bid. New Holland and Husqvarna are not able to supply such a mower.

The Parks and Leisure Services operators and the Town mechanic looked at and operated all three machines.

Parks operators preferred the Toro and felt it would have faster cutting speeds because of its maneuverability and ground clearance.

<u>CRITERIA</u>	<u>Weighting</u>	<u>Kubota</u>	<u>Toro</u>	<u>John Deere</u>
Cost	45	45	30	35
Warranty	25	20	25	20
Service	15	10	8	10
Preference (based on demo use)	10	6	10	8
<u>Availability (Delivery Time)</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Total	100	86	78	78

Council Members evaluated the criteria weighting system provided by Administration, acknowledged the local \$1,500 preferences outlined in the purchasing policy, highlighted the staff preference for the Toro and reviewed the operational and maintenance serviceability and reliability for all machines in their determination of good value and overall cost of ownership.

**Motion 15:05:04**

Moved by Councillor Campbell that the Town of Stettler Council purchase the Toro 3280-D 6' Mower from Oak Creek Golf and Turf, Calgary which includes an additional three (3) year clutch warranty for the amount of \$29,230.00 plus GST with funding to come from the 2015 Capital Budget.

MOTION CARRIED (6-1)  
Opposed: Councillor Bachman

(d) Downtown Park Electrical Contract

Director of Parks & Leisure Services L. Penner advised that 908 Engineering and John Hull Architecture prepared an electrical design to provide lighting and power to the new Downtown Park. This Design was tendered to all local electrical companies. The design includes power for seasonal lighting, subtle pathway lighting, mural lighting, and power for bands and events.

**3 Tenders were received:**

Bagshaw Electric  
\$ 11,900.00 plus GST

AMPKO Electric  
\$19,846.23plus GST

Stettler Electric  
\$15,740.00plus GST

After reviewing the tenders the Parks and Leisure Services Department is confident in the lowest price from Bagshaw Electric.

**Motion 15:05:05**

Moved by Councillor Fischer that the Town of Stettler Council award the Downtown Park Electrical Tender to Bagshaw Electric in the amount of \$11,900 with funding to come from the 2015 Capital Budget.

MOTION CARRIED  
Unanimous

5. **Delegations:**

(a) 6:45 P.M. – Stettler Skate Park Delegation

Mayor Richards welcomed Mike Lawlor, representing the Skate Park Association to the meeting and congratulated the Association for working with the Town on the construction of the Skate Park. The Skate Park is very well used and a great benefit to the community.

M. Lawlor thanked Council for their great support of the Skate Park and presented a cheque in the amount of \$34,859.42 which represents the final payment to the Town of Stettler.

It was noted that the total cost of the Skateboard Park to date paid by the Town of Stettler is \$392,464.18. A breakdown of the funding is as follows:

- Town of Stettler	\$175,000.00
- CFEP Grant	\$ 75,000.00
- County of Stettler No. 6	\$ 30,000.00
- Skate Park Association	\$112,464.18
- Current Fundraising	\$ 77,604.76
- Balance of Fundraising	\$ 34,859.42

Discussion ensued on installing a solar power light at the skate park.

M. Lawlor advised that the Skate Park Association would like permission from Town Council to install two (2) solar lights at the Skate Park. The cost is \$3,090 per light which would be paid by the Skate Park Association.

Director of Parks & Leisure Services L. Penner indicated that the solar lights are manufactured in Olds. Each solar light would require a cement base which would be done by Town staff. Battery life is approximately 5 years and the cost to replace the battery is \$150.00 General discussion ensued regarding numerous items involving the Skate Park including:

- Garbage – It was noted that garbage cans are in place.

- Language/Behavior Issues – It was noted that the Skate Park is very well used by skaters and a location to socialize. Generally skaters and spectators are very respectful. M. Lawlor advised that the Association will continue communication with the RCMP to enhance patrols and random walkthroughs at the Park. M. Lawlor also advised that the park is also self-policed by Association Members.

M. Lawlor thanked Council for this excellent partnership with the Association and advised that the Association is continuing to fundraise for future phases.

Mayor Richards thanked M. Lawlor for the excellent discussion and advised that the request to install two (2) solar lights at the Skate Park will be brought forward to the next Council Committee of the Whole Meeting for further discussion.

M. Lawlor members departed the meeting at 7:45 p.m.

6. **Administration Con't**

(e) Meeting Dates

- Wednesday, May 6, 2015 – Special Council Meeting – SRC – 12 noon
- Friday, May 8 – RDRWA Breakfast – Atco Building – 8am
- Tuesday, May 12 – Committee of the Whole Meeting
- Tuesday, May 12 – 2015 Tax Budget Meeting (following COW)
- Tuesday, May 19 – Council Meeting
- Tuesday, June 2 – Council Meeting
- Tuesday, June 9 – Committee of the Whole Meeting
- Tuesday, June 16 – Council Meeting

(f) CAO Report

CAO G. Switenky provided departmental highlights of the monthly organizational report to Council.

**Motion 15:05:06**

Moved by Councillor Brown that the Town of Stettler accept the CAO Report for the month of April.

MOTION CARRIED  
Unanimous

(g) Accounts Payable in the amount of \$276,275.38

**Motion 15:05:07**

Moved by Councillor Nolls that Accounts Payable in the amounts of \$173,504.11 & \$102,771.27 for the period ending May 1, 2015 for a total amount of \$276,275.38 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Apr 23 - Lunch with Dr. Marvin Bailey.
- Board of Trade Resume Review/Short List.
- Apr - Meeting with local developer and CAO.
- Viewed Town float.

- Apr 24 - Signed cheques.
- Photo op with Council at P&H Elevator.
- Clearview Meeting re: Budget.
- Apr 26 - Farewell BBQ for Aubrey Brown.
- Candidates Forum
- Apr 27 - Attended PC BBQ.
- Board of Trade Farewell for Aubrey Brown.
- Apr 29 - Interview for Board of Trade Executive Director.
- Apr 30 - Adult Learning Open House.
- May 1 - Signed cheques and reviewed Council Agenda.

(b) Councillor Bachman

- Apr 23 - Library Meeting.
- Apr 26 - Aubrey Brown Farewell.
- Ag. Society Meeting.
- Apr 27 - Candidates Forum
- Apr 28 - MPC Meeting.

(c) Councillor Brown

- Apr 24 - Photo with new Town float.
- Apr 26 - Aubrey Brown Farewell.
- May 1 - Rotary Wine Sampling.

(d) Councillor Campbell

- Apr 8 - Rodeo Meeting.
- Apr 9 - Set up Rodeo Display for Trade Show.
- Apr 10 - Trade Show – Town Booth.
- Apr 11 - Trade Show – Rodeo Booth.
- Apr 13 - Regional Water Meeting.
- Apr 14 - Committee of the Whole Meeting.
- Apr 15 - Pheasant Meeting.
- Apr 27 - MPC Meeting.
- Farewell BBQ for Aubrey Brown.
- Apr 28 - Tax Meeting.

(e) Councillor Fischer

- Apr 24 - Viewing of new Town float at P&H Elevator.
- Newalta Town cleanup volunteer BBQ.
- Apr 26 - Farewell for Aubrey Brown.
- Apr 27 - Open House for Aubrey Brown at Board of Trade.
- Candidates Forum at Community Hall.
- Apr 28 - MPC Meeting.
- Apr 30 - Campus Alberta Open House.

(f) Councillor Nolls

- Apr 8 - Steel Wheel Stampede Meeting.
- Apr 10 - Town Trade Show Booth Pre-Meeting.
- Apr 11 - Steel Wheel Stampede Trade Show Booth.
- Town Trade Show Booth.
- Apr 13 - Met with Town/County Staff re: removal of ball diamonds from the Ag. Society Grounds.
- Apr 14 - Board of Trade Meeting.
- Recreation Meeting.
- Committee of the Whole Meeting.
- Apr 14/15 - Ascha Conference.
- Apr 26 - Farewell for Aubrey Brown.
- Apr 28 - MPC Meeting.

- Apr 29 - Interviewed candidates for Board of Trade Executive Director position.
- Apr 30 - County of Stettler Housing Authority.

(g) Councillor Sernecky

- Apr 24 - Earth Week wrap-up BBQ.
- Apr 23 - Lunch with Dr. Bailey.
- Apr 26 - Hosted Farewell BBQ for Aubrey Brown.
- Apr 27 - Board of Trade Meet & Greet for Aubrey's farewell.
- May 1 - Taste of Stettler.

8. **Minutes:** (a) Stettler Regional Disaster Agencies Meeting of April 27, 2015  
(b) Wellness Network Meeting of March 17, 2015

**Motion 15:05:08**

Moved by Councillor Sernecky that the Town of Stettler Council accept the minutes, items 8(a) & 8(b) as presented.

MOTION CARRIED  
Unanimous

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

10. **Bylaws:** (a) None

11. **Correspondence:** (a) Stettler Public Library – Invitation to Council  
(b) AUMA – Recommendations for Changes to Municipal Legislation Dealing with Amalgamation and Annexations – April 16, 2015

**Motion 15:05:09**

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

MOTION CARRIED  
Unanimous

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

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

- (b) Land Matter

**Motion 15:05:10**

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

MOTION CARRIED  
Unanimous at 8:06 p.m.

**Motion 15:05:11**

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

MOTION CARRIED  
Unanimous at 8:20 p.m.

**Motion 15:05:12**

Moved by Councillor Fischer that the Town of Stettler Council endorse a change in the work week hours of the Stettler Regional Board of Trade and Community Development Executive Director from 30 hours/week to 35 hours/week and the sequential increase in salary funding of the Executive Director in lieu of the increase of work week hours.

MOTION CARRIED  
Unanimous

Mayor Richards summarized the discussion indicating that the Executive Director Review Committee consisting of Board of Trade Board Chair and past Chair, Councillor Nolls and himself performed interviews of suitable candidates and have recommended to the Board of Trade Directors to appoint Stacey Benjamin to the position of Executive Director.

14. **Adjournment:**

**Motion 15:05:13**

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

MOTION CARRIED  
Unanimous at 8:22 p.m.

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Mayor

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Assistant CAO