

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MAY 6, 2014 IN THE MUNICIPAL OFFICE
COUNCIL CHAMBERS**

Present:

Mayor Dick Richards

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

CAO R. Stoutenberg

Assistant CAO G. Switenky

Executive Director, Stettler Regional Board of Trade A. Brown

Director of Operational Services M. Robbins

Press (3)

Absent:

Councillor W. Brown

Call to Order:

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

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

Motion 14:05:01

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 15, 2014

Motion 14:05:02

Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on April 15, 2014 be approved as presented.

MOTION CARRIED

Unanimous

(b) Business Arising from the April 15, 2014 Meeting Minutes

None

4. **Citizen's Forum:**

(a) No one was present at the Citizen's Forum

5. **Delegations:**

(a) 6:45 P.M. – Rotary World Curling Champions

This item was dealt with later in the meeting.

(b) 7:15 P.M. – Chris Satre & Errol Squires re: Stettler Regional Child Care Expansion

This item was dealt with later in the meeting.

6. **Administration:**

(a) Request for Decision re: Subdivision 2014-02

CAO, R. Stoutenberg advised that the applicant (Jewel Investments) is proposing to create two (2) Highway Commercial Parcels through subdivision from one (1) existing parcel located at 5402-51 Avenue on lands located on Block 12, Plan 25 TR.

CAO R. Stoutenberg explained further that Administration has assessed this proposal against the Town of Stettler Land Use Bylaw 2018-11, Municipal Development Plan, Highway Commercial and Industrial Design Guidelines, and the Municipal Government Act.

Brief discussion ensued regarding the site plan, servicing, access, and the location along the existing highway commercial corridor.

Motion 14:05:04

Moved by Councillor Nolls that the Town of Stettler Council approve Subdivision Application 2014-02 as presented with the following conditions:

That the application to create two (2) Highway Commercial lots as shown on the Tentative Plan of Subdivision has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations.
2. The application is consistent with the policies of the Municipal Development Plan, and
3. The application is consistent with the Land Use Bylaw 2018-11.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. The owner/applicant shall only provide one access per parcel in accordance with Alberta Transportation.
4. The owner/applicant must design parking in such a way that vehicles do not back onto 51 Avenue (Highway 56).
5. The owner/applicant will be required to ensure that the parcels are serviced with water and sanitary sewer.
6. The owner/applicant must ensure that any development complies with the terms of the Highway Commercial and Industrial Design Guidelines.

MOTION CARRIED
Unanimous

(b) Memo re: Concrete Crushing Tender & Review of Concrete Disposal Fees

Mayor Richards welcomed Director of Operational Services M. Robbins to the meeting.

Director of Operational Services M. Robbins advised that in the 2014 Capital Budget, Council approved \$150,000 to crush the waste concrete and asphalt stored at the transfer station. She explained that the recycled product is very useful for trench repairs, backfill for excavations, temporary asphalt milling surface for excavations, etc.

The 2014 tender quantity was for the crushing of 10,000 tonne of materials.

M. Robbins advised that only one tender was received on April 16, 2014. The price includes mobilization and bonding and excludes GST.

Bettenson's Sand and Gravel Co. Ltd. \$125,850.00

Director of Operational Services M. Robbins further explained that the public's fees to dump concrete and asphalt on our site for future recycling purposes are currently as follows:

- Single Axle \$85/load
- Tandem \$125/load
- End Dump \$250/load

A review of other municipalities costs vary from offering it as a free service to charging similar rates as the Town. Administration recommends keeping the rates as is, but adding a pickup truck rate at \$15, and a tandem axle dump trailer \$70/load.

In the past three years, \$36,000 in revenue has been generated in concrete disposal fees. The Town of Stettler would be the largest contributor to the site due to road reconstruction.

Administration respectfully recommends that Council approve the disposal fees as presented, and awards the tender to Bettenson Sand and Gravel Co. Ltd., and approves crushing concrete and asphalt quantities up to the budget amount of \$150,000.

Motion 14:05:05

Moved by Councillor Campbell that the Town of Stettler Council approve the updated concrete and asphalt public disposal fees as presented, and awards the 2014 concrete and asphalt crushing tender to Bettenson Sand and Gravel Co. Ltd., for quantities up to the budget amount of \$150,000.

MOTION CARRIED
Unanimous

(c) Memo re: Sidewalk Replacement Tender

Director of Operational Services M. Robbins advised that Council previously approved \$125,000 in the 2014 Capital Budget to replace miscellaneous sections of concrete throughout the Town to ensure we are complying with policy.

Summary of Tenders Received on May 1, 2014:

Tender prices exclude GST.

- J. Branco and Sons \$139,521.35
- Proform Concrete Services \$193,568.60

The tender includes all types of concrete replacement including curb and gutter, monolithic sidewalk, separate sidewalk and flagged sidewalk to establish unit rates for each replacement.

Sidewalk inspections will be completed in May and a replacement list will be generated based on ratings received. Administration will ensure that the replacements do not exceed the budget.

Administration respectfully recommends that Council award the 2014 Sidewalk Replacement tender to J. Branco and Sons Concrete Services Ltd. and approves expenditures up to the budgeted amount of \$125,000, excluding GST.

Motion 14:05:06

Moved by Councillor Fischer that the Town of Stettler Council award the 2014 Sidewalk Replacement tender to J. Branco and Sons Concrete Services Ltd. and approves expenditures up to the budgeted amount of \$125,000, excluding GST.

MOTION CARRIED
Unanimous

(d) Memo re: Roads Rehabilitation Tender

Director of Operational Services M. Robbins advised Council of the summary of tenders received by Tagish Engineering on April 29, 2014 as follows:

Tenders include 5% Contingency, GST and several provisional items.

- Metro Paving and Roadbuilding \$1,759,595.08
- Border Paving Ltd. \$1,771,598.36
- Central City Paving \$1,909,014.90
- Brooks Asphalt and Aggregate \$2,080,618.09
- Allied Paving \$2,329,438.14

Tender Breakdown:

Location	Budget	Tender + Engineering	Total Expected Costs
50 Avenue from 47-46, 47 and 48 Street, 45 Avenue and 57 Street Reconstruction	\$1,205,000	\$1,110,993.93 + 95,000	\$1,205,993.93
50 Avenue Paving as Local Improvement	\$350,000	\$269,058.48 + \$35,000	\$304,058.48
Patching Program	\$150,000	\$151,058 (no eng)	\$150,000
Pathway Construction	\$100,000	\$60,943.77 (no eng)	\$100,000
Downtown Park Sidewalk and Roadwork	\$40,000	\$83,749.95 + \$5,700	\$89,449.95
Summary of Costs	1,845,000		\$1,849,502.36

Individual Project Component Evaluations:

Downtown Park:

The downtown park is the only project that came in over budget. The tender cost included provisional items such as planters and relocation of bollards that will be removed from the scope of work, due to the high costs in the tender.

Therefore the construction external scope will be reduced to \$58,000 + \$5,700 for engineering fees, resulting in an unexpected additional component cost of \$24,000.

47 and 48 Street Sidewalk Replacement:

According to Policy XV-3(b), sidewalks are only replaced on one side of the street when major reconstruction occurs. If landowners petition to have the sidewalk remain on both sides, the improvement will be installed as a location improvement.

- 48 Street currently has sidewalk on the east side only. Reconstruction will replace the sidewalk where it is.
- 47 Street currently has sidewalk on the very south end of the street in front of Heartland Youth Center and up to the old ATCO Electric building. Reconstruction plans show for the installation of sidewalk on the west side only, removing the sidewalk on the west end.

45 Avenue and 57 Street Sidewalk Replacement:

- 45 Avenue currently has sidewalk on both sides. Reconstruction plans show sidewalk on the south side only. Notice will be sent out to homeowners informing them of the change.
- 57 Street currently has sidewalk on the west side only. Reconstruction will replace the sidewalk where it is.

Administration respectfully recommends that Council:

- Directs Administration to complete the sidewalk replacement as proposed;
- Approves the additional \$24,000 to complete the roadwork portion of the Downtown Park, and;
- Awards the tender to Metro Paving and Roadbuilding in the amount of \$1,759,595.08, including GST.

Discussion ensued regarding the use of in-house engineering expertise where possible to save fees.

Motion 14:05:07

Moved by Councillor Sernecky that the Town of Stettler Council approve the following:

- Directs Administration to complete the sidewalk replacement as proposed;
- Approves the additional \$24,000 to complete the roadwork portion of the Downtown Park, subject to the internal reallocation of existing approved total capital funding and;
- Awards the tender to Metro Paving and Roadbuilding in the amount of \$1,759,595.08, including GST.

MOTION CARRIED
Unanimous

Mayor Richards thanked Director of Operational Services M. Robbins for her valuable presentations.

Director of Operational Services M. Robbins departed the meeting at approximately 6:45 p.m.

5. **Delegations:**

(a) 6:45 P.M. – Rotary World Curling Champions

Rene Bernard, Brian Sribney & Collin Georget, Rotary World Curling Champions entered the meeting at 6:45 p.m.

Mayor Richards welcomed the 2014 Rotary World Curling Champions R. Bernard, B. Sribney & C. Georget to the meeting. It was noted that Neil Connor, Skip was not able to attend.

Mayor Richards recognized and congratulated the Rotary Curling Team for representing Stettler and for winning the 2014 Rotary World Curling Championship recently held in Aberdeen, Scotland.

Mayor Richards presented the 2014 Rotary World Curling Champions with a certificate recognizing their achievement and success.

It was noted that given Rotary tradition Mayor Richards had previously sent with the team a small gift (Town plate) for the Mayor of Aberdeen, Scotland. Members of the Team presented Mayor Richards with a small return gift (Coat of Arms banner) from the Mayor of Aberdeen, Scotland.

Mayor Richards temporarily recessed the meeting at 6:46 p.m. to allow Council Members to individually congratulate and speak to the members present from the curling team. Group photos with the championship trophies were taken.

Delegation members departed the meeting at 6:50 p.m.

Mayor Richards reconvened the meeting at 6:50 p.m.

6. **Administration:**

(e) Tax Rate Budget Session Date

Assistant CAO G. Switenky advised Council that the 2014 Tax Operating Budget Session will be held on Thursday, May 15th at 4:00 p.m.

(f) Statement of Revenue & Expenditures as of April 30, 2014

Motion 14:05:08

Moved by Councillor Bachman that the Statement of Revenue & Expenditures as of April 30, 2014 be accepted as presented.

MOTION CARRIED
Unanimous

(g) CAO Report

CAO R. Stoutenberg provided departmental highlights of the monthly organizational report to Council.

Motion 14:05:09

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

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$466,144.47

Motion 14:05:10

Moved by Councillor Fischer that Accounts Payable in the amounts of \$60,672.78, \$254,239.40 & \$151,232.29 for the period ending May 2, 2014 for a total amount of \$466,144.47 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 17 - Town Office – agenda/cheques.
 - Apr 25 - Town Office – agenda/cheques.
 - Apr 28 - Points West Grand Opening.
 - May 2 - Rotary Proclamation.
 - May 2 - Town Office – agenda/cheques.
 - May 5 - Atco Supper.
- (b) Councillor Bachman
- Apr 21 - MPC Meeting.
 - Apr 21 - FCSS Meeting.
 - Apr 22 - Ag. Society Meeting.
 - Apr 28 - Points West Grand Opening.
 - May 2 - East Central FCSS AA Spring Meeting in Camrose.
 - May 5 - Atco Supper.
- (c) Councillor Brown
- No report – absent from meeting.
- (d) Councillor Campbell
- Apr 15 - Canadian Badlands Meeting.
 - Apr 16 - Canadian Badlands Meeting.
 - Apr 21 - MPC Meeting.
 - Apr 28 - Points West Grand Opening.
 - May 1 - Canadian Badlands Executive & Board Meeting.
 - May 5 - Atco Supper.
- (e) Councillor Fischer
- Apr 21 - MPC Meeting.
 - Apr 23 - SRC Site Deficiency Review with architect and Shunda.
 - Apr 23 - Stettler Waste Management Special Meeting.
 - Apr 25 - Meeting with Assistant CAO G. Switenky.
 - May 5 - Atco Supper.
 - May 6 - SRC walk-through and update on deficiencies.
- (f) Councillor Nolls
- Apr 17 - County of Stettler Housing Authority.
 - Apr 21 - MPC Meeting.
 - Apr 21 - Museum Meeting.
 - Apr 23 - Stettler Waste Management Special Meeting.
 - May 5 - Atco Supper.
- (g) Councillor Sernecky
- Apr 26 - Spring Cleanup.
 - May 1 - Beautification Committee Meeting.
 - May 5 - Atco Supper.

5. **Delegations:** (b) 7:15 P.M. – Chris Satre & Errol Squires re: Stettler Regional Child Care Expansion

Chris Satre & Errol Squires entered the meeting at 7:15 p.m.

Mayor Richards welcomed C. Satre & E. Squires to the meeting.

Mayor Richards declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on this item.

Deputy Mayor Fischer assumed the Chair.

Members of the delegation members distributed an information package explaining who the Stettler Regional Child Care Society is and that they are celebrating 35 years as a Society.

They also highlighted their desire and plan for a much needed building expansion. They also provided quoted costs from three (3) local business trades who would be responsible for the construction components.

CAO R. Stoutenberg explained that the existing structure is located on Town leased lands is therefore technically Town property. The Society previously received interim funding from the Town to construct the existing building and repaid the entire amount of funds to the Town earlier than expected.

The anticipated cost of the project as per quotes received is \$225,900 plus a 10% contingency equaling approximately \$250,000 before GST.

Members of Council suggested that the Daycare Society approach the Red Deer Foundation for a direct financial contribution.

Discussion continued regarding the valuable and beneficial service that the Daycare Society provides in our community.

Deputy Mayor Fischer thanked C. Satre & E. Squires for their informative presentation.

Motion 14:05:11

Moved by Councillor Sernecky that the Town of Stettler Council accept the expansion plans for the Stettler Regional Child Care Society (Day Care structure) located upon Town owned lands as presented with an estimated cost of \$250,000. And approves interim municipal funding from the Land Development Reserve for this project subject to the Society entering into an appropriate (interim rental or revenue sharing) agreement to ensure that the Society will return an agreed upon amount to the Town. And further that Council considers interim capital funding for the non-profit Day Care expansion is being used for a purpose that will benefit the municipality.

MOTION CARRIED
Unanimous

Delegation members departed the meeting at 7:30 p.m.

Mayor Richards returned to the meeting at 7:30 p.m.

8. **Minutes:** (a) Stettler Waste Management Meeting of April 23, 2014

Motion 14:05:12

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

MOTION CARRIED
Unanimous

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

10. **Bylaws:** (a) 2054-14 re: Local Improvement
- Mayor Richards explained that Bylaw 2054-14 is to amend original Bylaw 1900-04 being the bylaw to authorize the construction of a low pressure wastewater system by levying a Special Assessment as a Local Improvement tax in the North East Industrial area of Town. The purpose of the amendment is to add another property resulting in a re-calculation of the cost sharing formulas for all affected individual properties.
- Motion 14:05:13** Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2054-14 as presented.
- MOTION CARRIED
Unanimous
- Motion 14:05:14** Moved by Councillor Sernecky that the Town of Stettler Council give second reading to Bylaw 2054-14 as presented.
- MOTION CARRIED
Unanimous
- Motion 14:05:15** Moved by Councillor Campbell that the Town of Stettler Council give permission for third and final reading to Bylaw 2054-14 as presented.
- MOTION CARRIED
Unanimous
- Motion 14:05:16** Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2054-14 as presented.
- MOTION CARRIED
Unanimous
11. **Correspondence:** (a) Alberta Sports Hall of Fame & Museum re: Induction Banquet for Susan Sloan Kelsey
- (b) NSRP Phase 1 Consultations
- (c) Alberta Culture re: Culture Days September 26-28
- (d) RDRMUG re: Connecting Through Water Day
- (e) Town of Sylvan Lake 1913 Days Parade on June 14th
- (f) Government of Alberta re: Dangerous Goods Route Bylaw 1887-04
- Motion 14:05:17** Moved by Councillor Nolls that correspondence items 11(a) to 11(f) inclusive be accepted for information.
- MOTION CARRIED
Unanimous
12. **Items Added:** (a) None
- Mayor Richards noted that CAO R. Stoutenberg is attending his final official Council Meeting tonight.
- Mayor Richards and Members of Council expressed their sincere gratitude and appreciation for the 27 years of service by retiring CAO Rob Stoutenberg to the Town, the community and individually to each Member of Council personally.

Members of Council praised Rob's high level of integrity, ethics, dedication, fairness, respect, professionalism, vision, leadership and mentorship of Councils and staff over the years.

Mayor Richards concluded by commenting that Rob should be very proud of what this community has accomplished under his guidance.

CAO R. Stoutenberg thanked Members of Council, the Town's employees and community volunteers for their support and effort over the years.

13. **In-Camera Session:** (a) Legal consideration of a Licensing Agreement and Personnel Matter

Motion 14:05:18

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

MOTION CARRIED
Unanimous at 7:40 p.m.

Motion 14:05:19

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

MOTION CARRIED
Unanimous at 8:05 p.m.

14. **Adjournment:**

Members of Council wished retiring CAO Rob Stoutenberg well in all his future travels and adventures.

Motion 14:05:20

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

MOTION CARRIED
Unanimous at 8:05 p.m.

Mayor

Assistant CAO