

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 18, 2013 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,
S. Nolls & K. Sernecky
CAO R. Stoutenberg
Assistant CAO G. Switenky
Executive Director, Stettler Regional Board of Trade, A. Brown
Director of Parks & Leisure Services L. Penner

Press (2)
Public (1)

Absent: None

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

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

Motion 13:11:18 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 November 5, 2013

Motion 13:11:19 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on November 5, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 5, 2013 Meeting Minutes

None

(c) Minutes of the Organizational Meeting held November 1, 2013

Motion 13:11:20 Moved by Councillor Brown that the Minutes of the Organizational Meeting held on November 1, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the November 1, 2013 Organizational Meeting Minutes

None

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

5. **Delegations:** (a) 7:00 P.M. – Quinton Beaumont, Agricultural Pest Control re: Clubroot

This item was dealt with later in the meeting.

6. Administration:

(a) Memo re: Dog/Cat License Fees

Town Council reviewed a memorandum from Planning & Development Officer L. Graham.

CAO R. Stoutenberg advised that the last amendment to Dog Bylaw 1944-07 & Cat Bylaw 1943-07 was in January 2007, which set the current Dog & Cat License Fees.

Discussion ensued regarding the range of comparison fees from some other similar sized municipalities.

Administration supports that Town Council set the 2014 Dog & Cat License fees at the same rate as 2013.

Motion 13:11:21

Moved by Councillor Campbell that the Town of Stettler Council set the 2014 Dog & Cat License fees at the same rates as 2013 as follows:

- \$25 for an altered dog or cat
- \$50 for an unaltered dog or cat
- \$10 for a replacement tag
- \$10 Discount between December 1 – January 31

MOTION CARRIED
Unanimous

(b) Memo re: Fountain Pop Machine

Mayor Richards welcomed Director of Parks & Leisure Services L. Penner to the meeting.

Director of Parks & Leisure Services L. Penner advised Council that one of the ongoing difficulties we face at the Community Hall is the pop machine. A recent letter from a group of RBC Volunteers accentuates many of the continual issues.

In the year 2012 the Town had only 9 events, out of 92, that chose to use the pop machine; most decided that it was much cheaper to buy it from a local grocery store. It is Administration's opinion that the average larger event can save up to \$500.00 by purchasing pop locally.

He stated further that because the Town buys very little Pepsi product, our price and the quality of machine we get are not comparable to other higher volume venues. In addition, our product often goes out of date because it does not get used for months at a time.

The bartenders are often unfamiliar with the operation of the pop dispenser and do not operate it properly. Usually it is determined later that there was nothing mechanically wrong, but we are still not able to charge the renter because of their claim that it did not work.

Discussion ensued regarding the most recent annual deficits incurred by the Town in providing the pop dispenser:

2012	Pop Revenue	\$1,946.25
	Expenses	\$2,848.09
	<hr/>	<hr/>
	Deficit	\$ 901.84

2013 to date	Revenue	\$1,114.75
	<u>Expenses</u>	<u>\$2,644.00</u>
	Deficit	\$1,529.25

Options:

- Continue with the present product and raise the price to cover the loss.
- Remove the Pop machine and let everyone purchase Pop from the grocery stores at the best price available.
- Force everyone to use the provided product so our sales are up and Pepsi provides us better pricing and a better machine.

Staff is recommending removing the fountain pop from the Community Hall.

Round table discussion ensued regarding the convenience of having the pop machine remain for some events verses removing the machine given the costs as well as the mechanical problems associated with.

It was noted that should the Town decide to remove the pop machine, some type of notice period should be given to help avoid any confusion with renters.

Motion 13:11:22

Moved by Councillor Bachman that the Town of Stettler Council direct Administration to not renew the contract for the fountain pop machine in the Community Hall.

MOTION CARRIED
Unanimous

(c) Memo re: Outdoor Rink

Town Council reviewed a memorandum from Director of Parks & Leisure Services L. Penner.

Director of Parks & Leisure Services L. Penner advised Council that presently there are 4 outdoor rinks in Stettler. One is a full service rink with lights and boards located to the west of the SRC, and there are three ice pads located in different residential areas of Stettler.

It was noted that the ice is often covered in snow on the warm (most popular) weekend days because Town snow removal priorities require streets to be plowed before outdoor rinks.

At the 2013 Strategic Planning session concern about the playable condition of the outdoor rink(s) during the winter was voted on as the #4 priority. Snow events have made it difficult for the roads crews to get to the rinks in a timely manner. For 3 of the 4 areas not enough daytime light during the winter months prevents early evening/night use.

Director of Parks & Leisure Services L. Penner advised that all of the municipalities contacted maintain their outdoor ice rinks and pathways under the Parks Department with the parks equipment and additional staff.

The Parks & Leisure Services Department has investigated some alternative possibilities, and has provided the following options for discussion purposes.

Firstly it was determined that lighting is unnecessary if the ice conditions are not playable, so Administration feels it is most important to deal with outdoor rink improvements in two phases.

Phase 1 – Increased Maintenance to Ice Surface Options

- 1) To contract the maintenance of the ice and snow removal. (Possibly to a volunteer group.)

Erskine outdoor rink pays \$2,000.00 per month for snow removal and ice flooding and their rink is smaller than ours. Some cities pay up to \$16,000.00 per year for this service including maintenance for the facility.

- 2) Change the duty of outdoor rinks to include the Parks & Leisure Services Department. This would require the purchase of a second Bobcat on the yearly replacement program that would be kept in the SRC. Parks staff would use this new machine to clear snow on the outdoor rinks while the existing Bobcat is being used in other areas of Town.

And further with the addition of the Seniors Centre within the SRC it is important that the SRC parking lot receive constant snow and ice removal including weekends. Stand-by employees could be hired to operate cleaning equipment when arenas have busy weekends. When large snow events occur, the facility remains empty and one of the operators could use this additional machine to help public works with priorities.

Note: This piece of equipment would be a big benefit through the summer as well. The existing bobcat is shared between three departments and the parks department could use it most days throughout the summer to improve the cemetery landscape, reduce lifting of many items, improve drainage of parks on an ongoing basis, and train new operators when convenient.

- 3) Keep the operation the way it is at no additional costs and rely on lower snowfall winters for public works to maintain it.

Because of the benefits it would provide for summer and winter, option 2 is recommended by the Parks and Leisure Services.

All of these options would be considerably cheaper if winterized hydrants were provided at each rink so that expensive water hauling equipment and pumps would not be necessary. Cost for the average service installation in house by the Town water department, would be around \$2,500.00.

Phase 2 – Lighting Possibilities

Once the maintenance has improved ice conditions and reliability Parks will monitor increased usage and determine lighting needs/priorities.

Discussion ensued regarding the priority to improve the quality and condition of the ice for the users on an everyday basis. It was noted that some adult members of the public will bring their shovels when snowfall is moderate, but generally the kids will just not use the rinks.

Discussion continued regarding the challenges associated with Parks staffing.

Motion 13:11:23

Moved by Councillor Nolls that the Town of Stettler Council direct Administration to include the purchase of a dedicated "Bobcat" for the Parks & Leisure Services Department in the 2014 Capital Budget for consideration at that time.

And further that the duty for outdoor rinks be changed to include the Parks & Leisure Services Department utilizing a phased approach, as substantively presented to improving the condition of all outdoor ice facilities.

MOTION CARRIED
Unanimous

Mayor Richards thanked Director of Parks & Leisure Services L. Penner for his informative presentations.

(d) Memo re: Heartland Beautification (HBC) and Subdivision & Development Appeal Board (SDAB) Committee Appointments

CAO R. Stoutenberg advised that Peter Simons has expressed an interest to sit as a member at large on the Heartland Beautification Board. Being on the committee was very satisfying and Peter would like to remain on the committee and continue to make valuable contributions in the community.

The Stettler Subdivision & Development Appeal Board has a vacant position and we would welcome Peter's participation on this Board also.

These appointments would be for a one-year term.

Motion 13:11:24

Moved by Councillor Bachman that the Town of Stettler Council approve the appointment of Peter Simons to the Heartland Beautification Committee and the Stettler Subdivision & Development Appeal Board.

MOTION CARRIED
Unanimous

(e) Policy I-5(b) re: Service Recognition for Town of Stettler Members of Council

CAO R. Stoutenberg advised that Policy I-5(b) is to establish recognition for members of Town of Stettler Council that are leaving office.

CAO R. Stoutenberg highlighted that immediately following Municipal Elections or upon a resignation from Council, those Member(s) of Council that are not returning shall be recognized for their past term of service.

- The Mayor will coordinate with the CAO and the outgoing Member of Council an appropriate form of recognition gift that reflects individuality; meaning that it does not have to be the same for each outgoing Member of Council. A general guideline will be up to \$50/per year of service.
- That the basic value/cost of the gift be relatively increased based on years served beyond 1 term.
- The presentation of the recognition could be at a public function (like a Council Meeting or other), or be done privately at the discretion of the individual receiving the recognition.

Motion 13:11:25

Moved by Councillor Fischer that the Town of Stettler Council approve Policy I-5(b), being guidelines for the Service Recognition of Town of Stettler Members of Council.

MOTION CARRIED
Unanimous

(f) Bank Reconciliation as of October 31, 2013

Motion 13:11:26

Moved by Councillor Sernecky that the Town of Stettler Council accept the Bank Reconciliation as of October 31, 2013 as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$401,994.15

Motion 13:11:27

Moved by Councillor Bachman that Accounts Payable in the amounts of \$43,517.97 & \$358,476.18 for the period ending November 14, 2013 for a total amount of \$401,994.15 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 7:00 P.M. – Quinton Beaumont, Agricultural Pest Control re: Clubroot

Quinton Beaumont, Director of Agricultural Services, County of Stettler and Jay Byer, Assistant Director of Agricultural Services, County of Stettler entered the meeting at 7:00 p.m.

Mayor Richards welcomed Q. Beaumont & J. Byer enforcement representatives from the County of Stettler to the meeting.

Motion 13:11:28

Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the CAO, Assistant CAO and Delegation Members from the County of Stettler to discuss a sensitive matter relating to land.

MOTION CARRIED
Unanimous at 7:01 p.m.

Motion 13:11:29

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

MOTION CARRIED
Unanimous at 7:29 p.m.

Brief discussion ensued regarding the need for the Town to have a Policy in place to authorize the Control of Clubroot Disease in Canola.

It was noted that the Town's new Policy will follow and adhere to the County's detailed Agricultural Policy as amended for time to time.

Motion 13:11:30

Moved by Councillor Fischer that the Town of Stettler Council approved Policy X-1(j) Control of Clubroot Disease in Canola.

MOTION CARRIED
Unanimous

Mayor Richards thanked Quinton Beaumont & Jay Byer from the County of Stettler for their informative presentation

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

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Nov 8 - Town Office cheque signing.
- Nov 11 - Remembrance Day Service at the PAC.
 - H.A.T.S. Performance.
- Nov 15 - Town Office cheque signing and agenda approval.

(b) Councillor Bachman

- Nov 7 - Parkland Regional Library Board Meeting.
- Nov 18 - FCSS Meeting.

(c) Councillor Brown

- Nov 8 - Meeting with CAO R. Stoutenberg re: AUMA.
- Nov 18 - Ambulance Board Meeting.
 - FCSS Meeting.

(d) Councillor Campbell

- Nov 6 - Canadian Badlands Meeting in Brooks.
- Nov 7 - Canadian Badlands Product Development Meeting in Brooks.

(e) Councillor Fischer

- Nov 6 - SRC Bi-Weekly Architect Meeting.
- Nov 8 - Detailed shuffleboard cart design and arranged to have Wm. E. Hay woodworking shop build for new Seniors Centre.
 - Met with Director of Parks & Leisure and Stettler Independent for an SRC renovations tour.
- Nov 16 - Final H.A.T.S. Performance of "Leading Ladies".
- Nov 18 - Stettler Wellness Network Meeting.

(f) Councillor Nolls

- Nov 12 - Board of Trade Meeting.

(g) Councillor Sernecky

- Nov 7 - Beautification Committee Meeting.

- Nov 12 - Board of Trade Meeting.

- Met with CAO R. Stoutenberg re: AUMA.

- Nov 18 - Stettler District Ambulance Association Meeting.

8. Minutes:

(a) Boomtown Trail Community Initiatives Society Meeting of October 28, 2013

Motion 13:11:31

Moved by Councillor Brown 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) 2043-13 re: Business Tax Bylaw

CAO R. Stoutenberg explained that Bylaw 2043-13 sets the 2014 Business Tax Rate for 2014.

It was highlighted that 2014 Business Taxes and Business Licenses will once again be set at the same amount.

Resident - \$150.00/yr.

Non-Resident - \$350.00/yr.

Motion 13:11:32

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2043-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:33

Moved by Councillor Brown that the Town of Stettler Council give second reading to Bylaw 2043-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:34

Moved by Councillor Campbell that the Town of Stettler Council give permission for third and final reading to Bylaw 2043-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:35

Moved by Councillor Sernecky that the Town of Stettler Council give third and final reading to Bylaw 2043-13 as presented.

MOTION CARRIED
Unanimous

- (b) 2044-13 re: Business License Bylaw

CAO R. Stoutenberg explained that Bylaw 2044-13 sets the Business License fee for 2014.

Motion 13:11:36

Moved by Councillor Fischer that the Town of Stettler Council give first reading to Bylaw 2044-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:37

Moved by Councillor Sernecky that the Town of Stettler Council give second reading to Bylaw 2044-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:38

Moved by Councillor Bachman that the Town of Stettler Council give permission for third and final reading to Bylaw 2044-13 as presented.

MOTION CARRIED
Unanimous

Motion 13:11:39

Moved by Councillor Nolls that the Town of Stettler Council give third and final reading to Bylaw 2044-13 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) National Infrastructure Plan: A Primer
(b) Bill 28 and Nominations Report
(c) Community Futures East Parkland

Motion 13:11:40

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Memo re: Recreation Cost Sharing

Motion 13:11:41

Moved by Councillor Fischer that the Town of Stettler Council proceed into an In-Camera Session with the CAO, Assistant CAO, and the Director of Parks & Leisure Services present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 7:50 p.m.

Motion 13:11:42

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

MOTION CARRIED
Unanimous at 8:30 p.m.

14. Adjournment:

Motion 13:11:43

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

MOTION CARRIED
Unanimous at 8:30 p.m.

Mayor

Assistant CAO