

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 18, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Deputy Mayor D. Garbutt

Councillors A. Campbell, D. Dennis, R. Peeples, D. Richards &
L. Thorogood

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Press (2)

Absent: Mayor J. Hunter

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

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

Motion 08:11:16 Moved by Councillor Richards to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held November 4, 2008

Motion 08:11:17 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on November 4, 2008 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 4, 2008 Minutes

None

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

5. **Delegations:** (a) 8:00 P.M. re: Councillor Dave Dennis, Joe Gendre & Tim Fox re: Gasification

This item was dealt with later in the meeting.

6. **Administration:** (a) Financial Indicator Graphs for the Year Ended December 31, 2007

Town Manager, R. Stoutenberg explained that the 2007 Financial Indicator Graphs have been prepared by Alberta Municipal Affairs using municipal financial and statistical data.

The graphs compare Stettler against actual results from 19 municipalities with populations between 3,783 and 6,576. Stettler's population size used is 5,814 and is directly in the middle of the grouping of municipalities compared. The graphs compare the results over the past five year period.

The package is intended to serve as a tool that may assist Council and Administration with operational decisions. The comparative measures may be useful in assessing past performance and for future budgetary planning. Each municipality is compared to a group of similar sized urban municipalities, or to rural municipalities with similar tax base.

Town Manager, R. Stoutenberg interpreted the information on a graph by graph basis. He cautioned Council that each municipality in the group may have different levels of service/facilities in their community therefore some comparisons could be skewed as a result. Stettler's services and facilities should be similar to most of the larger municipalities in the population grouping.

In summary, the Town of Stettler compared favorably over the past five years in most per capita categories.

Motion 08:11:18

Moved by Councilor Campbell that the Town of Stettler Council accept for information purposes the Financial Indicator Graphs for the year ended December 31, 2007 as prepared by Alberta Municipal Affairs.

MOTION CARRIED
Unanimous

(b) Memo re: 2009 Interim Operating Budget

Town Manager, R. Stoutenberg explained that an Interim Operating Budget is required by the *Municipal Government Act* to provide legal expenditure authority until the 2009 Operating Budget and Mill Rate Bylaw is adopted in March/April 2009.

Council and Senior Administration held an Operating Budget session on November 12th, 2008 where Council reviewed the financial impacts on three consecutive years of organizational activities 2009 – 2011. Administration has adjusted and recalculated the forecasts as directed and requires Council to adopt an Interim Operating Budget for the year 2009.

Discussion ensued regarding the Utility and Tax rate increases proposed for 2009 and the resultant estimated contribution to Capital being \$1,242,585.

Motion 08:11:19

Moved by Councillor Thorogood that the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the adjusted First Draft Operating Budget Estimates totaling \$12,629,530 for the year 2009 as an Interim Operating Budget for that part of 2009 prior to the Operating Budget being adopted by Council.

MOTION CARRIED (4 – 2)
Opposed Councillors Campbell & Peeples

(c) Stettler District Ambulance Association Financial Statements for the Year Ended December 31, 2007

Town Manager, R. Stoutenberg briefly highlighted the Stettler District Ambulance Association Financial Statements for the Year Ended December 31, 2007.

It was noted that these Financial Statements have not been presented to or accepted by the Ambulance Board to date.

Motion 08:11:20

Moved by Councillor Dennis that the Town of Stettler Council accept the Stettler District Ambulance Association Financial Statements for the Year Ended December 31, 2007 as presented.

MOTION CARRIED
Unanimous

(d) Memo re: Associated Engineering re: Town of Stettler WTP Upgrade Equipment Supply Procurement Evaluation

Town Manager, R. Stoutenberg advised that the initial WTP upgrade tender was rejected in September 2008 given the unacceptable high cost. At the time Council directed Associated Engineering to re-tender the work with a flexible completion date so that additional contractors would be available to bid on the project.

It was also discussed at that time that the Shirley McClellan Regional Water Service Commission would be starting to draw water in June of 2009, therefore it was necessary accelerate upgrades to specific parts of the plant so that it will have the capacity to meet spring/summer water requirements.

Associated requested proposals from suppliers who are capable of making and installing the tube settlers, sludge collection system and plant water supply pump.

Ramtech is the low bidder for the tube settlers and sludge system and Chamco is the low bidder for the supply pump. Associated recommends the Town issue purchase orders to the following low bidders:

Tube Settlers to Ramtech for \$162,032.06 tax in
Sludge Collection to Ramtech for \$104,296.50 tax in
Service Water Pump to Chamco for \$15,174.69 tax in

Motion 08:11:21

Moved by Councillor Peebles that the Town of Stettler Council award supply contracts for Tube Settlers, Sludge Collection System and Plant Service Water Pump as recommended by Associated Engineering for the Water Treatment Plant.

MOTION CARRIED
Unanimous

- (e) December Newsletter
 - Christmas Message – Mayor Hunter
 - Main Street Christmas Tree Donation
 - No Left Turns at Christmas Tree
 - Night Before the Night Before Christmas
 - Christmas Store Hours
 - 2009 Cat & Dog Licenses
 - Responsibility for Snow Clearing from Sidewalks
 - Compost Bins Emptied for Season
- (f) Accounts Payable in the amount of \$1,497,273.21

Motion 08:11:22

Moved by Councillor Richards that Accounts Payable for the period ending November 14, 2008 in the amount of \$1,497,273.21 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Hunter
 - No report – absent from meeting.
- (b) Councillor Campbell
 - Nov 6 - Municipal Planning Commission Meeting.
 - Nov 12 - Operating Budget Meeting.
 - Nov 15 - Town of Stettler Christmas Party.
- (c) Councillor Dennis
 - Nov 12 - 2009 Operating Budget Meeting.
- (d) Councillor Garbutt
 - Nov 6 - Municipal Planning Commission Meeting.
 - Dr. Recruitment School Visit.
 - Nov 12 - Operating Budget Meeting.
 - Nov 14 - Community Advisory Committee Meeting.
- (e) Councillor Peoples
 - Nov 6 - Municipal Planning Commission Meeting.
 - Beautification Committee Meeting.
 - Nov 7 - Lunch with new Dr. du Plessis and his wife.
 - Nov 12 - Operating Budget Meeting.
 - Nov 17 - Museum Meeting.

(f) Councillor Richards

- Nov 6 - Municipal Planning Commission Meeting.
- Nov 7 - Doctor Recruitment luncheon.
- Nov 12 - Operating Budget Meeting.

(g) Councillor Thorogood

- Nov 5 - Stettler Hospital Foundation Meeting.
- Nov 6 - Municipal Planning Commission Meeting.
- Beautification Committee Meeting.
- Nov 7 - Doctor Recruitment luncheon.
- Nov 13-15 - Conservative Party of Canada Conference.

8. **Minutes:**

- (a) Heartland Beautification Committee Meeting of November 6, 2008
- (b) Municipal Planning Commission Meeting of November 6, 2008

Motion 08:11:23

Moved by Councillor Peebles that the Minutes, items 8(a) & 8(b) be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) New Fund Created to Help Communities Target Crime
- (b) Parkland Regional Library
- (c) Alberta Health and Wellness
- (d) Herbicide/Fertilizer Pellets Blamed for Contaminating Rivers, Killing Birds

Motion 08:11:24

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

5. **Delegations:**

- (a) 8:00 P.M. re: Councillor Dave Dennis, Joe Gendre & Tim Fox re: Gasification

Joe Gendre, County of Stettler Councillor & Tim Fox, County of Stettler CAO entered the meeting at 7:40 p.m.

Councillor Dennis & J. Gendre provided highlights and pictures from their trip to Ohio, USA where they viewed a waste gasification prototype in operation.

J. Gendre & T. Fox departed the meeting at 8:25 p.m.

Deputy Mayor D. Garbutt temporarily recessed the meeting at 8:25 p.m.

Deputy Mayor D. Garbutt reconvened the meeting at 8:30 p.m.

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

Motion 08:11:25

Moved by Councillor Richards 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 item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 8:30 p.m.

Director of Finance & Administration, G. Switenky departed the meeting at 9:53 p.m.

Councillor D. Dennis declared a possible conflict of interest respecting the consideration of his son's salary (Regional Fire Chief – Mark Dennis) and by departed the meeting excused himself from discussion respecting the Regional Fire Chief's salary.

Councillor Dennis departed the meeting at 9:55 p.m.

Motion 08:11:26

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

MOTION CARRIED
Unanimous at 10:07 p.m.

14. **Adjournment:**

Motion 08:11:27

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

MOTION CARRIED
Unanimous at 10:08 p.m.

Mayor

Director of Finance & Administration