

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 20, 2012 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood
(via teleconference) & S. Wildeboer

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

Press (2)

Absent: Councillor P. Simons

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

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

Motion 12:11:14 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 6, 2012

Motion 12:11:15 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on November 6, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 6, 2012 Meeting Minutes

None

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

5. **Delegations:** (a) 6:30 P.M. – Wendy Rhyason, FCSS Director

This item was removed from the agenda.

(b) 6:30–7:30 P.M. – RCMP, Inspector "K" Division Operations Strategy Branch, Glenn de Goeij & Executive Director Gloria Ohrt, Law Enforcement & Oversight Branch of Alberta Justice and Solicitor General re: RCMP Contract

RCMP, Inspector "K" Division Operations Strategy Branch, Glenn de Goeij, Executive Director Gloria Ohrt, Law Enforcement & Oversight Branch of Alberta Justice and Solicitor General & Stettler RCMP Detachment Sgt. Duncan Babchuk entered the meeting at 6:30 p.m.

Mayor Richards welcomed Inspector Glenn de Goeij, Gloria Ohrt, & Sgt. Duncan Babchuk to the meeting.

Inspector G. de Goeij and Executive Director G. Ohrt provided Members of Council with an introduction of their responsibilities with respect to the Provincial and Municipal Policing Agreements/Contracts with the Federal Government.

G. Ohrt explained that the Province of Alberta contracts the RCMP to provide policing services within the province and to 43 municipalities in Alberta on a cost-shared basis.

G. Ohrt highlighted the key elements in the new 20 year agreement with the Federal Government (expiring in 2032), and also highlighted the Alberta Law Enforcement Framework, which includes the controversial funding model/costing model for Alberta municipalities.

Discussion ensued regarding the inequities in the current provincial funding/costing model, the current inequity in the number of urban (8) versus rural (2) Members established for Stettler, and the RCMP's commitment and cooperation to ensure that the provincial rural compliment located in Stettler is always kept fully staffed for billing purposes.

Inspector G. de Goeij provided an overview of the service delivery and workload statistics at the Stettler Detachment.

He also informed Council that the three currently vacant, traffic positions established in Stettler will be filled in the near future, regardless of any (undetermined) integration plans with provincial Sheriffs.

Discussion concluded respecting various local policing cost perspectives; specifically relating to a hypothetical major crime or incident requiring specialized RCMP support.

Mayor Richards thanked Inspector G. de Goeij, Executive Director, G. Ohrt and Sgt. D. Babchuk for their informative presentation.

Inspector G. de Goeij, Executive Director G. Ohrt & Sgt. D. Babchuk departed the meeting at 7:35 p.m.

6. **Administration:**

(a) 2011 Stettler Financial Indicator Graphs

CAO R. Stoutenberg explained that the 2011 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 7,031. Stettler's 2011 population size of 5,843 is the seventh largest in the grouping of municipalities being compared. The graphs compare the results over the past five year period.

Each comparison shows Stettler's actual as compared to the median community and within the entire highlighted range.

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.

CAO, 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 12:11:16

Moved by Councilor Fischer that the Town of Stettler Council accept for information purposes the Financial Indicator Graphs for the year ended December 31, 2011 as prepared by Alberta Municipal Affairs.

MOTION CARRIED
Unanimous

(b) Stettler Town & Country Museum 2013 Budget

CAO, R. Stoutenberg advised that the volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site. Town Council reviewed the Stettler Town & Country Museum's 2013 budget projections.

The Museum is continuing to request an increase of \$2,000 per year, in each of the next five years (from both the Town and County) to support basic operating costs and help address some of their challenges in undertaking needed repairs to historical buildings, renewal projects and other site improvements.

Discussion ensued regarding the value of the Museum to the community and the excellent work being done by the volunteer Board.

It was clarified that Council appreciates reviewing the Museum's tentative project plans for the next five years, however will only determine and approve municipal funding on a year by year basis.

Motion 12:11:17

Moved by Councillor Wildeboer that the Town of Stettler Council accept the Stettler Town & Country Museum 2013 Budget as presented, and approve financial assistance for the Stettler Town & County Museum in the amount of \$24,000 within the Town's 2013 Operating Budget

MOTION CARRIED
Unanimous

(c) Heartland Beautification Committee 2013 Budget

CAO R. Stoutenberg explained that this group has been very active and successful in their projects and endeavors to improve the community of Stettler.

It was identified that the Committee has asked to carry forward any unspent budget allocation from 2012 to 2013.

Discussion ensued regarding the Town's regular spending practices and it was mutually agreed that there will be no carry forward of unspent budget allocations available to the Beautification Committee for an undetermined purpose. This is consistent with the general practice for all Town departments.

It was noted that should the Beautification Committee require additional funding for a project in 2013, then they have the ability to approach Council for additional funding consideration based on the merit of the project.

Motion 12:11:18

Moved by Councillor Wildeboer that the Town of Stettler Council approve the Heartland Beautification Committee 2013 Budget in the amount of \$22,000.00 as presented.

MOTION CARRIED
Unanimous

(d) Memo re: 2013-15 Interim Operating Budget

Assistant CAO G. Switenky advised that Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year. Since the Town's 2013 Operating Budget will not be adopted until March/April 2013, an interim operating budget is required to provide legal expenditure authority per Section 248 of the *MGA*.

The interim operating budget is not used to set property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. It is used by Council to justify the setting of all utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

Council and Senior Administration held an operating budget session on November 13th, 2012 at which Council reviewed the financial impacts on three consecutive years of organizational activities 2013–2015. Administration has adjusted and recalculated the forecasts as directed and now requires Council to adopt an Interim Operating Budget for the year 2013.

The three-year Interim Operating Budget forecasts the following property tax increases for municipal purposes:

2013	3%	(subject to review prior to setting 2013 tax rate)
2014	3%	
2015	3%	

And also forecasts the following municipal utility rate increases effective in 2013:

In-Town Water consumption: +\$0.23 per m³ to \$2.52 per m³
Flat Water fee: \$0.00 per month to remain at \$10.00 per month
Flat Sewer fee: +\$1.00 per month to \$18.00 per month
Residential Garbage pick-up: +\$1.00 per month to \$18.00 per month
Residential Recycling pick-up: +\$1.00 per month to \$6.00 per month

The 2013 interim operating budget estimates project the combined amount available for capital expenditure purposes to be \$834,045 (General \$333,880 & Utility \$500,165).

Motion 12:11:19

Moved by Councillor Bachman that the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the adjusted First Draft 2013–2015 Operating Budget Estimates with expenditures totaling \$14,330,735 and Revenues totaling \$15,164,780 for the year 2013 as an Interim Operating Budget for that part of 2013 prior to the Operating Budget being adopted by Council.

MOTION CARRIED
Unanimous

(e) Bank Reconciliation as of October 31, 2012

Motion 12:11:20

Moved by Councillor Fischer that the Town of Stettler Council approve the Bank Reconciliation as of October 31, 2012.

MOTION CARRIED
Unanimous

(f) Accounts Payable in the amount of \$433,725.95

Motion 12:11:21

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$324,344.88 and \$109,381.07 for the period ending November 15, 2012 for a total amount of \$433,725.95 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Nov 9 - Town Office duties.
- Nov 11 - Remembrance Day Service at the PAC to lay wreath on behalf of the Town.
- Nov 12 - Queen's Diamond Jubilee Ceremony at the Legion.
- Nov 13 - Operating Budget Meeting.
- Nov 15 - Attended School Board Meeting.
- Nov 16 - Town Office duties.
- Nov 19 - Lunch meeting with Reeve Nixon.
- Nov 20 - Lunch with RCMP Inspector Glenn de Goeij, Gloria Ohrt, Justice and Solicitor General, CAO and Assistant CAO.

(b) Councillor Bachman

- Nov 7 - FCSS Meeting re: Budget Projects.
- Nov 13 - Operating Budget Meeting.
- Nov 15 - Library Board Meeting.

(c) Councillor Campbell

- Nov 7 - Regional Water Meeting at the WTP.
- Nov 8 - Meeting with CAO & Assistant CAO re: Review of Operating Budget.

(d) Councillor Fischer

- Nov 7 - Regional Water Meeting at the WTP.
- FCSS Meeting re: Project Proposals.
- Nov 13 - Operating Budget Meeting.

(e) Councillor Simons

- No report – absent from meeting.

(f) Councillor Thorogood

- Nov 13 - Operating Budget Meeting via Skype.

(g) Councillor Wildeboer

- Nov 8 - Meeting with CAO & Assistant CAO re: Review of Operating Budget.
- Nov 19 - Museum Meeting.

8. Minutes:

(a) None

9. Public Hearing:

(a) None

10. Bylaws:

(a) 2029-12 re: Local Improvement - South Boundary of Parcels in Plan 1125166

Mayor Richards explained that Bylaw 2029-12 is a bylaw to authorize construction of water and sanitary sewer by levying a special assessment, therefore as a local improvement on the south boundary of the parcels contained in Plan 1125166.

He noted that 100% of the project cost is to be paid by the abutting property owners.

Motion 12:06:22

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2029-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:23

Moved by Councillor Wildeboer that the Town of Stettler Council give second reading to Bylaw 2029-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:24

Moved by Councillor Fischer that the Town of Stettler Council give permission for third and final reading to Bylaw 2029-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:25

Moved by Councillor Campbell that the Town of Stettler Council give third and final reading to Bylaw 2029-12 as presented.

MOTION CARRIED
Unanimous

(b) 2030-12 re: Local Improvement – Parcels in Plan 1223548

Mayor Richards explained that Bylaw 2030-12 is a bylaw to authorize construction of water and sanitary sewer by levying a special assessment, therefore as a local improvement on the parcels contained in Plan 1125166. He noted that 100% of the project cost is to be paid by the abutting property owners.

Motion 12:06:26

Moved by Councillor Thorogood that the Town of Stettler Council give first reading to Bylaw 2030-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:27

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2030-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:28

Moved by Councillor Fischer that the Town of Stettler Council give permission for third and final reading to Bylaw 2030-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:29

Moved by Councillor Wildeboer that the Town of Stettler Council give third and final reading to Bylaw 2030-12 as presented.

MOTION CARRIED
Unanimous

(c) 2035-12 re: Debenture – Construction of Water & Sanitary Sewer

Mayor Richards explained that Bylaw 2035-12 is to authorize the Council of the Municipality to incur Indebtedness by the issuance of debenture(s) in the amount of up to THREE HUNDRED NINETEEN THOUSAND SEVEN HUNDRED ONE DOLLARS (\$319,701.00) for the purpose of constructing a WATER AND SANITARY SEWER SERVICE LOCAL IMPROVEMENT (the "Project").

He noted that this Bylaw is the companion borrowing authorization required for Local Improvement Bylaw 2029-12 (adopted earlier). He again highlighted that 100% of these borrowing costs are to be paid by the abutting property owners over 20 years.

In accordance with the *Municipal Government Act* this Bylaw is not required to be advertised and may receive all readings during one meeting.

Motion 12:06:30

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2035-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:30 Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2035-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:32 Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 2035-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:33 Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2035-12 as presented.

MOTION CARRIED
Unanimous

(d) 2036-12 re: Debenture – Construction of Water & Sanitary Sewer

Mayor Richards explained that Bylaw 2036-12 is to authorize the Council of the Municipality to incur Indebtedness by the issuance of debenture(s) in the amount of up to ONE HUNDRED NINETY THOUSAND FIVE HUNDRED DOLLARS (\$190,500.00) for the purpose of constructing a WATER AND SANITARY SEWER SERVICE LOCAL IMPROVEMENT (the "Project").

He noted that this Bylaw is the companion borrowing authorization required for Local Improvement Bylaw 2030-12 (adopted earlier). He again highlighted that 100% of these borrowing costs are to be paid by the abutting property owners over 20 years.

In accordance with the *Municipal Government Act* this Bylaw is not required to be advertised and may receive all readings during one meeting.

Motion 12:06:34 Moved by Councillor Wildeboer that the Town of Stettler Council give first reading to Bylaw 2036-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:35 Moved by Councillor Bachman that the Town of Stettler Council give second reading to Bylaw 2036-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:36 Moved by Councillor Campbell that the Town of Stettler Council give permission for third and final reading to Bylaw 2036-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:06:37

Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2036-12 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) Member Notices re: tips to Reduce Mobile Phone Security Risks
- (b) Legal Communiques re: Better to Ask for Forgiveness: Section 347 of the MGA and Tax "Bonusing"
- (c) Legal Communiques re: Vexatious Litigants and Municipalities
- (d) City Tightens up Safety Measures at Pools in Wake of Drownings
- (e) Federation of Canadian Municipalities
- (f) Johnson Medoc Travel Insurance

Motion 12:11:38

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Memo re: Derelict Property 4719-54 Street

Motion 12:11:39

Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the CAO & Assistant CAO present to discuss the In-Camera item.

MOTION CARRIED
Unanimous at 8:23 p.m.

Motion 12:11:40

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

MOTION CARRIED
Unanimous at 8:28 p.m.

14. **Adjournment:**

Motion 12:11:41

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

MOTION CARRIED
Unanimous at 8:28 p.m.

Mayor

Assistant CAO