

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 2, 2004 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors A. Campbell, S. Hurley, R. Peebles, D. Richards,
L. Thorogood & G. Majeran (arrived at 6:37 p.m.)

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

Media (2)
Public (0)

Absent: None

Call to Order: Mayor J. Hunter called the meeting to order at 6:30 p.m.

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

Motion 04:11:01 Moved by Councillor Richards to approve the agenda as presented with the following addition:

12(a) Dialysis

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on October 5, 2004

Motion 04:11:02 Moved by Councillor Hurley that the Minutes of the Regular Meeting of Council held on October 5, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the October 5, 2004 Minutes

(i) A.E. Kennedy Building Mould/Asbestos Abatement

Town Manager, R. Stoutenberg updated Council on the status of remediation. The Town's insurer/adjuster has visited the site and is in the process of determining the level of coverage, if any. The contractor is expected to begin the cleanup next week.

(c) Minutes of the Organizational Meeting held on October 19, 2004

Motion 04:11:03 Moved by Councillor Campbell that the Minutes of the Organizational Meeting held on October 19, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the October 19, 2004 Organizational Minutes

(i) None

4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum
5. **Delegations:** (a) None
6. **Administration:** (a) Memo re: 2004-2006 Audit Contract

Councillor Majeran joined the meeting at 6:37 p.m.

Director of Finance & Administration, G. Switenky explained the memo. Only the four local professional accounting practices were requested to bid.

Discussion ensued regarding there being only one bid received with a \$3,000 increase over 2003.

Councillor Peeples suggested that Administration solicit bids at an earlier time in the future.

Motion 04:11:04

Moved by Councillor Peeples that the Town of Stettler Council accept the proposal from Gitzel Krejci Dand Peterson for the Town of Stettler audit contract for the years 2004 through 2006 at the maximum annual cost of \$13,800 for 2004; \$14,200 for 2005; and \$14,600 for 2006.

MOTION CARRIED
Unanimous

- (b) Memo re: Banking Resolution – Signing Authorities

Director of Finance & Administration, G. Switenky explained the reason for a generic banking resolution. Discussion ensued regarding the ability for any one member of Council to sign together with the Director of Finance & Administration or the Town Manager.

Motion 04:11:05

Moved by Councillor Thorogood that the Town of Stettler Council authorize a combination of elected and non-elected officials to sign cheques and other negotiable instruments on behalf of the Town subject to the following restrictions:

The Mayor and Director of Finance and Administration jointly;
or the Mayor and Town Manager jointly;
or any one Councillor and the Director of Finance and Administration jointly;
or any one Councillor and the Town Manager jointly.

MOTION CARRIED
Unanimous

- (c) Memo re: Storm Sewer Tender – Stettler Recreation Centre

Town Manager, R. Stoutenberg explained the correspondence from EXH Engineering Services Ltd. recommending that Council accept the low bid from Wooden Construction Ltd. with a revised completion date of December 17th, 2004.

Motion 04:11:06

Moved by Councillor Campbell that the Town of Stettler Council accept the low bid from Wooden Construction in the amount of \$48,154.90 for the Stettler Leisure Centre Storm Sewer Relocation, with a revised completion date of December 17th, 2004.

MOTION CARRIED
Unanimous

(d) Town Manager's Report

Motion 04:11:07

Moved by Councillor Richards that the Town Manager's Report for the month of October be accepted as presented.

MOTION CARRIED
Unanimous

(e) November Newsletter Items

- Remembrance Day Service – November 11
- Heartland Arts Troupe
- Bowl for Kids
- Light-Up-Evening
- Festival of Lights
- Bullarama
- Centennial Committee Volunteers Needed
- Stettler Leisure Centre Fundraising Committee
- Volunteers needed to organize a 2005 Parade Float – November 9th
- Marketing Corporation Community Planning Session – November 28th & 30th

(f) Leisure Centre Update

Town Manager, R. Stoutenberg informed Council that a number of community fundraising functions will be held in November and December. These include events planned by service clubs. The tender documents are nearing completion. It is anticipated that tenders will be solicited in January 2005 with a closing date in February 2005.

(g) Bank Reconciliation as of September 30, 2004

Motion 04:11:08

Moved by Councillor Peebles that the Bank Reconciliation as of September 30, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

(h) Statement of Revenue & Expenses as of September 30, 2004

Motion 04:11:09

Moved by Councillor Majeran that the Statement of Revenue & Expenses as of September 30, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

- (i) Accounts Payable in the amount of \$445,853.76

Motion 04:11:10

Moved by Councillor Thorogood that Accounts Payable for the period ending October 28, 2004 in the amount of \$445,853.76 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Oct 7 - Marketing Corporation Meeting.
- Oct 8 - Meeting with Mayor Ryder.
- Oct 12 - Leisure Centre Meeting.
- Oct 16 - East Central AB Heritage Society dinner.
- Oct 19 - Organizational Meeting.
- Oct 20 - Meeting at Royal Bank – picture for donation to Leisure Centre - \$30,000 plus \$10,000/yr.
 - Chamber of Commerce Meeting with Edmonton Journal & Global TV re: advertising for the Town of Stettler's 100th Anniversary promotion.
- Oct 21 - Centennial Celebration Meeting.
- Oct 22 - Council Orientation.
- Oct 25 - Tour of the Fire Hall.
- Oct 26 - Heartland Youth Centre Building Committee – Legion Hall.
- Oct 27 - Meeting with Shirley McClellan.
 - Chamber of Commerce Business Awards Dinner.
- Oct 29 - Town of Stettler Office.

(b) Councillor Campbell

- Oct 18 - Voted at the Municipal Election.
- Oct 22 - Joint Council Orientation.
- Oct 25 - Tour of Town facilities.
- Oct 27 - Meeting with Shirley McClellan.
 - Chamber of Commerce supper and presentations (Citizen of the Year).

(c) Councillor Hurley

- Oct 20 - Agricultural Society Meeting.
- Oct 21 - Centennial Celebration Meeting – parade float, request that the Town send our official invitations.
- Oct 22 - Joint Council Orientation.
- Oct 27 - Meeting with Minister, Shirley McClellan.
 - Chamber of Commerce Citizen of the Year banquet.

(d) Councillor Majeran

- Oct 21 - Centennial Celebration Meeting.
- Oct 27 - Meeting with Shirley McClellan.

(e) Councillor Peebles

- Oct 22 - Joint Council Orientation.
- Oct 25 - Tour of Town facilities, etc.
- Oct 26 - Meeting on Museum Agreement with Rob Stoutenberg & John Grant.

(f) Councillor Richards

- Oct 15 - FCSS Meeting.
- Oct 19 - Organizational Meeting.
- Oct 22 - Joint Council Orientation.
- Oct 27 - Meeting with Shirley McClellan.

(g) Councillor Thorogood

- Oct 19 - Organizational Meeting.
- Oct 22 - Joint Council Orientation.
- Oct 25 - Tour of Town facilities, etc.
- Oct 27 - Meeting with Shirley McClellan.
- Nov 1 - PAC Advisory Board Meeting re: new sound board.
 - Parks & Leisure Services Board Meeting – need for cultural component representation.
 - Heartland Youth Centre Meeting.

8. **Minutes:**

- (a) Stettler Agricultural Society Meeting of September 15, 2004
- (b) Marketing Corporation Meeting of October 7, 2004
- (c) Heartland Beautification Meeting of October 7, 2004

- (d) Centennial Celebration Meeting of October 21, 2004
- (e) Stettler Town & Country Museum Meeting of August 16, 2004
- (f) Leisure centre Meeting of October 12, 2004
- (g) Agency Resource Committee Meeting of September 27, 2004
- (h) Trail of the Buffalo General Meeting of September 15, 2004

Motion: 04:11:11

Moved by Councillor Majeran that the Minutes, items 8(a) to 8(h) inclusive be accepted for information.

MOTION CARRIED
Unanimous

- 9. **Public Hearings:** (a) None
- 10. **Bylaws:** (a) Bylaw 1901-04 & Memo re: Amendment to Debenture Bylaw 1889-04 (East Industrial Low Pressure Sewer)

Councillor Hurley declared a possible conflict of interest and excused herself from discussion and voting on this item.

Town Manager, R. Stoutenberg updated Council that the overall cost of the project is significantly under the original budget.

Motion 04:11:12

Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1901-04.

MOTION CARRIED
Unanimous with the abstention of
Councillor Hurley

Motion 04:11:13

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 1901-04.

MOTION CARRIED
Unanimous with the abstention of
Councillor Hurley

Motion 04:11:14

Moved by Councillor Majeran that the Town of Stettler Council give permission for third and final reading to Bylaw 1901-04.

MOTION CARRIED
Unanimous with the abstention of
Councillor Hurley

Motion 04:11:15

Moved by Councillor Peoples that the Town of Stettler Council give third and final reading to Bylaw 1901-04.

MOTION CARRIED
Unanimous with the abstention of
Councillor Hurley

Councillor Hurley returned to the Council Chambers.

11. **Correspondence:**
- (a) AUMA re: Annual Convention and Trade Show
Councillor Peeples suggested that the Town should meet with Alberta Environment at the AUMA Convention. Town Manager, R. Stoutenberg will submit a request for a meeting.
 - (b) AUMA re: Notes to Council
 - (c) Trail of the Buffalo Notes
 - (d) Beaver County re: BSE
 - (e) Councillors and Administrators Roles and Responsibilities Workshop
 - (f) CBC News – Vancouver Votes Against Electoral Change
 - (g) Canada West Foundation

Motion: 04:11:16

Moved by Councillor Peeples that the correspondence items 11(a) to 11(g) inclusive be accepted for information.

MOTION CARRIED
Unanimous

12. **Items Added:**
- (a) Dialysis
Councillor Richards informed Council that a meeting was held between Capital Health and David Thompson Health Region (DTHR) regarding dialysis in Stettler. There will be a meeting held locally to discuss this issue with DTHR representatives in the near future.

13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.

14. **Adjournment:**

Motion 04:11:17

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

MOTION CARRIED
Unanimous at 7:51 p.m.

Mayor

Director of Finance & Administration