

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 7, 2014 IN THE MUNICIPAL OFFICE
COUNCIL CHAMBERS**

Present: Deputy Mayor Al Campbell

Councillors D. Bachman, W. Brown, M. Fischer, S. Nolls &
K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (2)

Absent: Mayor D. Richards

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

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

Motion 14:10:01 Moved by Councillor Bachman to approve the agenda as presented with the following additions:

13(a) Personnel Issue
13(b) Legal Issue

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held September 16, 2014

Motion 14:10:02 Moved by Councillor Brown that the Minutes of the Regular Meeting of Council held on September 16, 2014 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 16, 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. – Rob Spencer, HBC Chair re: Communities in Bloom

This item was dealt with later in the meeting

6. **Administration:** (a) Request for Input by October 10th – Mark Dennis, Regional Fire Chief Annual Appraisal

CAO G. Switenky requested that input for the Regional Fire Chief Annual Appraisal, Mark Dennis be forwarded to him by October 10th.

(b) Request for Input by October 10th – Lee Penner, Director of Parks & Leisure Services Annual Appraisal

CAO G. Switenky requested that input for the Director of Parks & Leisure Services Annual Appraisal, Mark Dennis be forwarded to him by October 10th.

(c) Memo re: Gas Tax Fund 2014-2024 Agreement

CAO G. Switenky explained that the Gas Tax Fund is a Federal/Provincial/Local Government partnership to help communities build and revitalize their public infrastructure with long-term predictable funding. Program changes in 2014 include expanded eligibility criteria, to include recreational, amateur sport and cultural infrastructure, regional and local airports, broadband connectivity, disaster mitigation infrastructure and brownfield redevelopment.

CAO G. Switenky advised that Town received a letter dated September 4, 2014 from Hon. Greg Weadick, Minister of Municipal Affairs outlining the Town's 2014 allocation of the Gas Tax Fund of \$312,378.00.

Financial Implications

- \$312,378.00 - 2014 GTF Amount (\$208,024,584 - Total 2014 Provincial Amount)
- \$325,631.00 – 2013 GTF Amount (\$199,503,000 – Total 2013 Provincial Amount)
 - o \$13,253.00 decrease (\$8,521,584 Provincial Increase)
 - o GTF funding will be allocated to municipalities on a per capita basis, according to the previous year's Municipal Affairs Population List. Municipalities (with the exception of summer villages) will receive a minimum allocation of \$50,000 per year and summer villages will receive a base allocation of \$5,000 per year, in addition to the per capita amount.

Gas Tax Fund 2014-2024 Agreement Highlights:

- Municipalities to receive annual payments based on Federal Government confirmation of budget amount and provincial approval of cash flow funds to municipalities.
- Project Profiles must be submitted at any time of the year to Alberta Municipal Affairs.
- Yearly Statement of Funding and Expenditures due by May 1 of each year.
- The funding must be expended on an accepted project before December 31 of the fifth subsequent year. This provides a total of six years in which to use allocated funding. For example, the 2014 allocation must be expended before December 31, 2019. Funding that is not expended within this period must be returned to the Government of Alberta.
- Municipalities will be required to complete a Multi-Year Capital Plan which should list all proposed capital expenditures for the municipality, and cover, at minimum, a three-year planning period.
- A sign should be installed for projects that are partially or fully funded through GTF, where the GTF funding is in excess of \$50,000 or the project is significant to the community.

Motion 14:10:03

Moved by Councillor Fischer that the Town of Stettler endorse the Gas Tax Fund 2014-2024 Agreement.

MOTION CARRIED
Unanimous

(d) Memo re: Parkland Regional Library 2015-2017 Budget

CAO G. Switenky advised that the Town received the Parkland Regional Library's Budget for 2015-2017 (3 year budget), with a 2015 per capita requisition of \$7.73, an increase from the 2014 per capita of \$7.50. This \$0.23 represents a Requisition increase for the Town of Stettler of \$1322.04 based on the Town's population of 5748.

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year.

The Parkland Regional Library Board requests that Council approves the 2015 budget and notifies PRL in writing before November 1st so that any concerns can be addressed at the PRL Board meeting on November 6th.

CAO G. Switenky explained that the Summer Village of White Sands is now a member of the Parkland Regional Library therefore, Parkland would receive a Provincial Rural Library Services Grant paid at \$5.45 per capita. As a member, White sands can now allocate "their" portion of the Parkland Regional Library Book allotment to a specific library. The Summer Village of White Sands has selected the Stettler Public Library to receive the Provincial Rural Library Grant and the Parkland Regional Library Book Allotment:

- Rural Library Services Grant – 120 x \$5.95 = \$654.00
- Parkland Regional Library Book Allotment – 120 x \$1.30 (2015) = \$156.00
- Total - \$810.00

Motion 14:10:04

Moved by Councillor Bachman that the Town of Stettler Council approve the Parkland Regional Library 2015 Budget.

MOTION CARRIED
Unanimous

(e) Memo re: Stettler Regional Fire Department re: Thermal Image Camera

CAO G. Switenky advised that the Stettler Regional Fire Department received tenders for pricing and delivery of a replacement Thermal Image Camera. This is an approved Joint Capital Project cost shared between the County of Stettler and the Town of Stettler. The total approved budget is \$19,500. The Tender results are as follows:

Rocky Mountain Phoenix - \$ 25,963.00 plus GST
WFR Wholesale Fire & Rescue Ltd. - \$ 18,699.37 plus GST

Staff recommendation is to purchase the Thermal Image Camera package from WFR Wholesale Fire & Rescue for \$18,699.37. We have the option to purchase a spare battery and hard carrying case for an additional \$421.88 and still be under our projected budget. This is pending approval from the County of Stettler for their portion.

Motion 14:10:05

Moved by Councillor Fischer that the Town of Stettler Council approve the purchase of a thermal image camera package from Wholesale Fire & Rescue (WFR) at a cost of \$18,699.37 plus GST and that a spare battery and hard carrying case be purchased for an additional \$421.88 plus GST pending approval from the County of Stettler for their portion.

MOTION CARRIED
Unanimous

(f) CAO Report

CAO G. Switenky provided departmental highlights of the monthly organizational report to Council.

Motion 14:10:06

Moved by Councillor Nolls that the Town of Stettler accept the CAO Report for the month of September.

MOTION CARRIED
Unanimous

(g) Bank Reconciliation as of August 31, 2014

Motion 14:10:07

Moved by Councillor Sernecky that the Town of Stettler Council accept the Bank Reconciliation as of August 31, 2014 as presented.

MOTION CARRIED
Unanimous

(h) Statement of Revenue & Expenses as of September 30, 2014

Motion 14:10:08

Moved by Councillor Fischer that the Town of Stettler Council accept the Statement of Revenue & Expenses as of September 30, 2014 as presented.

MOTION CARRIED
Unanimous

(i) Accounts Payable in the amount of \$1,051,829.32

Motion 14:10:09

Moved by Councillor Bachman that Accounts Payable in the amounts of \$177,135.71, \$468,695.78, \$392,154.72 & \$13,843.11 for the period ending October 3, 2014 for a total amount of \$1,051,829.32 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 6:45 P.M. – Rob Spencer, HBC Chair re: Communities in Bloom

Rob Spencer, HBC Chair entered the meeting at 6:52 p.m.

Deputy Mayor A. Campbell welcomed Rob Spencer, HBC Chair to the meeting.

R. Spencer advised that currently there are 941 communities participating in the Communities in Bloom Program and the Town of Stettler has received a recognition medal to acknowledge the 10+ years the Town has been involved in the Program.

The Town of Stettler received a 5 Bloom rating and was the winner of the Natura Tidiness Award, and received special mention for Project: Walk 'n' Roll during the 2014 National Symposium and Awards Ceremonies in Charlottetown, PEI. The Town of Stettler participated in the International Challenge (Small) category along with Castlegar BC, Fogo NL, Killarney-Turtle Mountain MB, Jasper AB, Moynalty Village Ireland, and Trail BC.

After some discussion it was agreed that more focus on Community engagement and recognition must be included in the local Communities in Bloom Program. Concepts such as Business Engagement strategies and signage that outlines the Town of Stettler's success stories should also be part of the ongoing program.

Discussion also took place on requirements to be a judge in the National and International Communities in Bloom Programs. It was noted that Judges are volunteers who must apply to the Program. Training is also provided to successful applicants. Deputy Mayor A. Campbell summarized the discussion by encouraging Stettler residents to apply to be a judge, a very rewarding and fulfilling experience.

Deputy Mayor A. Campbell thanked R. Spencer for his informative presentation and his dedicated service to the Beautification Committee.

Delegation members departed the meeting at 7:08 p.m.

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- No report – absent from meeting.

(b) Councillor Bachman

- Sept 9 - Committee of the Whole Meeting.
- Sept 10 - Pheasant Festival Meeting.
- Sept 12 - Regional Master Plan Kickoff Meeting with Associated Engineering.
- Sept 15 - FCSS Meeting.
- Sept 18 - FCSS Special Meeting.
- Sept 19 - Library Meeting.
- Oct 1 - Pheasant Festival Meeting.

(c) Councillor Brown

- Sept 18 - FCSS Special Meeting.
- Sept 19 - Stettler District Ambulance Association Meeting.
- Sept 22-26 – AUMA in Edmonton.
- Oct 2 - Beautification Meeting.

(d) Councillor Campbell

- Sept 18 - RDRMUG Meeting in Drumheller.
- Sept 19 - RDRWA Meeting in Red Deer.
- Sept 24-26 – AUMA in Edmonton.
- Oct 1 - Pheasant Festival Meeting.
- Oct 3 - Sonia Dodd Metal Presentation in Edmonton.
- Oct 6 - Rodeo Meeting.

(e) Councillor Fischer

- Sept 19 - Regional Fire Authority Meeting.
- Sept 22 - Regional Waste Management Meeting.
- Sept 23-26 – AUMA in Edmonton.
- Sept 28 - P&H elevator Presentation Society Open House.
- Sept 30-Oct 1 – AB Recycling Conference in Lake Louise.
- Oct 4 - Fire Hall Open House.

(f) Councillor Nolls

- Sept 18 - County of Stettler Housing Authority.
- Sept 19 - Regional Fire Authority Meeting.
- Sept 24-26 – AUMA in Edmonton.

(g) Councillor Sernecky

- Sept 19 - Airport Board Meeting.
 - Stettler Ambulance Association Meeting.
- Sept 23-26 - AUMA in Edmonton.
- Sept 28 - Discussions with concerned residents regarding the Transfer Station issues while cleaning up Rummage Sale.
- Oct 2 - Beautification Meeting.

8. Minutes:

- (a) Parkland Regional Library Board Meeting of September 4, 2014
- (b) Stettler Town & County Airport Board Meeting of September 19, 2014
- (c) Stettler Waste Management Authority Meeting of September 22, 2014

Motion 14:10:10

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

MOTION CARRIED
Unanimous

9. Public Hearing:

- (a) None

10. Bylaws:

- (a) None

11. Correspondence:

- (a) Conflict Resolution Day – October 16, 2014
- (b) Stettler Regional Board of Trade re: Annual Award Gala

It was decided that anyone wishing to attend to contact Charleen and she will RSVP.

Motion 14:10:11

Moved by Councillor Bachman that correspondence items 11(a) & 11(b) be accepted for information.

MOTION CARRIED
Unanimous

12. Items Added:

- (a) None

13. **In-Camera Session:** (a) Personnel Issue
(b) Legal Issue

Motion 14:10:12

Moved by Councillor Nolls 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 14:10:13

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

MOTION CARRIED
Unanimous at 8:18 p.m.

14. **Adjournment:**

Motion 14:10:14

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

MOTION CARRIED
Unanimous at 8:18 p.m.

Mayor

Assistant CAO