

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 1, 2015 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Board of Trade Executive Director S. Benjamin

Press (3)

Absent: None

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

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

Motion 15:09:01 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 August 18, 2015

Motion 15:09:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on August 18, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the August 18, 2015 Meeting Minutes

None

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

5. **Delegations:** (a) None

6. **Administration:** (a) Meeting Dates

- Tuesday, September 8 – Committee of the Whole Meeting
- Wednesday, September 9 – Joint Town/County Council re: Regional Drainage/Storm Master Plan – 7pm at the County Office
- Tuesday, September 15 – Council Meeting
- Wednesday, September 16 – Public Open House re: Regional Drainage Storm Master Plan 5-7pm at the County Office
- Wednesday-Friday Sept 23-25 – AUMA Convention in Calgary
- AUMA Convention - RCMP K Division Meeting – Date & Time to be determined – Attending D. Richards, W. Nixon, G. Switenky & S. Gerlitz
- Thursday, September 24 AUMA Convention - Meeting with AB Transportation 2:15-2:45 – Chinook Room #2 re: Hwy 12 West Traffic Congestion Solutions and Partnership

- Attending D. Richards, A. Campbell, W. Brown, G. Switenky, S. Gerlitz & M. Robbins
- Thursday, September 24 AUMA Convention – Meeting with AB Environment 3:00-3:30 – Neilson Board Room – 3rd Floor, Hyatt Regency re: Red Willow Creek Master Plan Drainage – Attending D. Richards, M. Fischer, S. Nolls, K. Sernecky, G. Switenky, S. Gerlitz & M. Robbins
- Thursday, September 24 AUMA Convention – Council Supper – 6:30pm
- Tuesday, October 6 – Council Meeting
- Tuesday, October 13 – Committee of the Whole Meeting
- Tuesday, October 20 – Tax Sale (Cancelled)
- Tuesday, October 20 – Council Meeting

(b) CAO Report

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

Motion 15:09:03

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

MOTION CARRIED
Unanimous

(c) Bank Reconciliation as of July 31, 2015

Motion 15:09:04

Moved by Councillor Sernecky that the Town of Stettler Council accept the Bank Statement as of July 31, 2015 as presented.

MOTION CARRIED
Unanimous

(d) Accounts Payable in the amount of \$257,995.17

Motion 15:09:05

Moved by Councillor Brown that Accounts Payable in the amounts of \$115,366.45 & \$142,628.72 for the period ending August 28, 2015 for a total amount of \$257,995.17 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Aug 21 - Met with Assistant CAO and signed cheques.
- Aug 26 - McDonald's Grand Opening.
- Aug 28 - Met with Assistant CAO, reviewed agenda and signed cheques.

(b) Councillor Bachman

- Aug 19 - Pheasant Festival – need volunteers.
- Aug 26 - Signed FCSS cheques.
- McDonald's Grand Opening.

(c) Councillor Brown

- Aug 26 - McDonald's Grand Opening.

(d) Councillor Campbell

- Aug 25 - Municipal Users Group Society Meeting.
- Aug 26 - McDonald's Grand Opening.

(e) Councillor Fischer

- Aug 20 - Campus Alberta Strategic Planning Day Luncheon.
- Aug 22 - MP Kevin Sorenson BBQ at Linda Hall.
- Aug 26 - McDonald's Grand Opening.
- Aug 28 - Met with Director of Parks & Leisure re: SRC Upgrading.
- Aug 29 - P&H Elevator Preservation Society function and supper.

(f) Councillor Nolls

- Aug 25 - Assisted at the museum with the final setup for the estate auction.
- Aug 27 - Museum Sub-Committee re: Tea Halloween Night of Terror at the "Boo"seum.

(g) Councillor Sernecky

- Aug 19 - Gymnastics Meeting.
- Aug 25 - Registration Night for Gymnastics - 66 kids registered.
- Aug 26 - Gymnastics registration - 39 kids (now up to 113).
- Aug 26 - McDonald's Grand Opening.
- Aug 27/28 - Dealt with immigration issues for Dr. Bailey and Physio-Therapist.
- Aug 28 - Delivered items to the home of Dr. Wang and family.
 - New park at the Board of Trade.
- Aug 29 - Signed as a witness to the lease agreement for Dr. Wang.
- Aug 30 - Painted at the gymnastics building.

8. Minutes:

(a) None

9. Public Hearing:

(a) None

10. Bylaws:

(a) 2065-15 re: AltaGas Utilities Inc. Franchise Agreement (2nd & 3rd Readings)

Mayor Richards explained that Bylaw 2065-15 is to authorize the Mayor and Assistant CAO to enter into a franchise agreement granting Alta Gas Utilities Inc. the right to provide natural gas distribution service within the Town of Stettler for a period of 13 years.

The Franchise Fee paid by the utility company to the Town for the exclusive grant of franchise and the ability to put gas distribution facilities on land owned by the municipality. This is the cost of AltaGas to do business within the Town. Municipalities have the ability to set the Franchise Fee, which is usually based on the amount of infrastructure affected by the utility distribution. The current rate for the Town is 18% which has not changed since the current Agreement was signed in 2004.

CAO G. Switenky highlighted the new franchise agreement:

- Franchise fee from 18% to 30%
- Term of the agreement is 13 years, franchise fee of 30% will be reviewed by Council after 5 years.
- Total annual revenue increase is expected to provide an additional \$286,715 (\$716,788-\$430,073).
- Average increase of \$84.39/year/property

Assistant CAO S. Gerlitz advised that Bylaw 2065-15 had received first reading on June 16, 2015.

Motion 15:09:06

Moved by Councillor Bachman that the Town of Stettler Council give second reading to Bylaw 2065-15 as presented.

MOTION CARRIED
Unanimous

Motion 15:09:07

Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2065-15 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) Alberta Environment and Parks re: 2015 AUMA Convention September 24, 2015 from 3:00-3:30 pm
- (b) Alberta Municipal Affairs re: Gas Tax Fund (GTF)
- (c) Alberta Culture & Tourism re: 2017 Alberta 55 Plus Games

General discussion took place regarding the community benefits of hosting the 2017 55 Plus Summer Games. The Town of Stettler and the County of Stettler No. 6 hosted the 1991 Summer Games which were very successful. It was noted that this would have to be a community initiative, with a Board of Directors consisting of community members with assistance from the Town of Stettler and the County of Stettler. Mayor Richards will make contact with the 55 Plus Community Group to see if there is any interest in hosting the event.

- (d) ATCO Electric re: Distribution Revenue Forecast for 2016 Franchise Fee
- (e) David Thompson Health Advisory Council Annual Report

Motion 15:09:08

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) Stettler Gymnastics Club Start-Up Funding Request

Councillor Sernecky temporarily excused herself from the Council Table to represent the Stettler Gymnastics Club at 7:18 p.m.

CAO G. Switenky advised that the newly formed Stettler Gymnastics Club (Society) recently participated in the joint community registration event held at the SRC with good

success. According we have been advised that they have confirmed 110 registrants for their upcoming fall schedule of programs.

Representatives from the Club attended a Council Meeting in July as a delegation to promote the Club's progress/status to date, and to inquire about the availability of municipal funding, specifically for initial start-up capital equipment acquisition. It was the opinion of the Club's representatives that they would prefer not to ask for Council's assistance, however given their desire to start their program in the fall of 2015, other funding sources like corporate donations & grants were likely not accessible in time to allow them to purchase needed equipment.

The Club is now requesting a donation of \$5,000 to \$10,000 from Council to help purchase initial equipment necessary to offer their program with the intention of starting on September 29th, 2015.

Historically, it has been Council's position that we fund/own/subsidize only certain recreation facilities for the benefit of the community with the intention of providing them to users on either a rental basis (SRC & sports fields) or free basis (skatepark & playgrounds). There are numerous forms of popular recreation in Stettler that do not receive any direct funding from the Town including: golf, curling, bowling, dance, martial arts, football and private fitness/gyms/yoga.

CAO G. Switenky explained that the financial magnitude and implication of this request upon the Town's Budget is reasonable should Council consider that an outright start-up contribution is justifiable and supportable based upon the solid registration numbers.

Having a vibrant and energetic Gymnastics Club in Stettler certainly compliments our Mission Statement: To provide a high quality of life for our residents etc. However Council must be mindful that this type of "Initial" funding request, under this situation, could possibly create a (perceived) precedent resulting in awkward political funding implications down the road.

General discussion took place regarding possible funding options:

- Access to the Board of Trade Community Development Funding which requires Council approval.
- Accessing other sources of initial funding, including corporate/individual sponsorships. It was reported that fundraising and sponsorship opportunities are continuing, however the purchase of the equipment is required right away.
- Enhanced registrant fees based on extrapolated multi-session revenue/expense calculations for multiple years.
- Discuss the deferment/extension of payment terms with supplier of initial equipment. It was noted that this option is not available.
- Opportunity for local financial institution to set up a line of credit based on security provided.
- A rent to own interim funding arrangement (ownership of equipment remains with the funder until obligation is satisfied and equipment is donated back to the club).

Considerable Council discussion ensued on the Stettler Gymnastics Club funding request and the various options identified.

Mayor Richards summarized the discussion by commending the newly formed Stettler Gymnastics Club on the great work they have done to have a gymnastics program available in a very short period of time. The Stettler Gymnastics Club is another example of a community organization stepping up to offer another benefit to the residents of Stettler and surrounding area.

Motion 15:09:09

Moved by Councillor Fischer that the Town of Stettler approve the addition of \$12,000 in the 2015 Capital Budget for the purchase of gymnastics related equipment with funding to come from General Reserves and further that the Town of Stettler receives a written commitment from the newly established Gymnastics Club (Society), that the Club agrees to purchase the gymnastics related equipment from the Town of Stettler over a 24 month period or less.

MOTION CARRIED
Unanimous

Councillor Sernecky returned to her seat at the Council Table at 8:05 p.m.

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

Motion 15:09:10

Moved by Councillor Fischer 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 8:05 p.m.

Motion 15:09:11

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

MOTION CARRIED
Unanimous at 8:20 p.m.

14. **Adjournment:**

Motion 15:09:12

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

MOTION CARRIED
Unanimous at 8:20 p.m.

Mayor

Assistant CAO