

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 16, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

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

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

Press (2)

Absent: None

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

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

Motion 08:09:19 Moved by Councillor Thorogood to approve the agenda as presented or with the following additions:

- 12(a) Meadowlands Development – Housing Under Construction
- 12(b) Ambulance Transition Update

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held September 2, 2008

Motion 08:09:20 Moved by Councillor Richards that the Minutes of the Regular Meeting of Council held on September 2, 2008 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the September 2, 2008 Minutes

Updates were provided regarding Compost Bins, the Paper Bin at the Transfer Station and Landscaping at the Affordable Housing duplex sites.

- (c) Minutes of the Committee of the Whole Meeting held September 9, 2008

Motion 08:09:21 Moved by Councillor Thorogood that the Minutes of the Committee of the Whole Meeting held on September 9, 2008 be approved as presented with the following correction: Councillor Garbutt was not present at the meeting.

MOTION CARRIED
Unanimous

- (d) Business Arising from the September 9, 2008 Committee Minutes

None

4. **Citizen's Forum:** (a) Colin Bruins

This item was dealt with later in the meeting.

5. **Delegations:** (a) 7:15 P.M. – Edith Asselin and Gary Drachenberg re: Associated Engineering Water Treatment Plant Tender Results

Mayor Hunter advised that this item should be discussed In-Camera later in the meeting given the contractually sensitive nature of the tender results and advice from the Town's Engineers based on discussions with representatives from Alberta Infrastructure.

6. **Administration:** (a) Memo re: 2008 MSP Grant

Director of Finance & Administration, G. Switenky advised that the Town of Stettler is once again eligible for a Municipal Sponsorship Program (MSP) grant. The Town is eligible to receive up to a maximum grant of \$90,914.40 for 2008 which is comprised of the following:

Base Grant eligibility, population 5418	\$42,090.00
Inter-municipal bonus @ 35% of base	<u>\$14,731.50</u>
Subtotal	\$56,821.50
Priority Bonus @ 60% of cumulative subtotal	<u>\$34,092.90</u>
Maximum Grant available in 2008	\$90,914.40
	(2007: \$88,840.80)

Municipal priority projects eligible for a 60% bonus include:

- Energy Efficiency
- Infrastructure Management Systems
- Emergency Services
- Sustainability and Land Use Planning
- Water/Wastewater/Solid Waste Management Systems
- Recreation

The deadline for submissions is Tuesday September 30th, 2008.

Previously the Town received two consecutive year allocations from regional municipalities supporting the construction of the Leisure Centre as follows:

2004 Joint MSP Grant **\$158,000**
2005 Joint MSP Grant **\$177,000**

In 2006 the Town agreed to support two consecutive year MSP applications for beneficial regional projects as determined by the County of Stettler, and they were as follows:

A joint MSP Grant of **\$218,414** in 2006 for Regional Emergency Services Communication Upgrades and a joint MSP Grant of **\$221,132** in 2007 for the Donalda/Red Willow Regional Fire Station

Available 2008 regional maximum MSP funding is estimated at approximately **\$225,000.**

At the Regional fire Commission meeting held on August 22nd, 2008 the Regional Fire Chief's suggestion that area municipalities allocate 2008 MSP Inter-Municipal/Priority Bonus funding towards an addition at the Stettler Fire Station for maintenance and training purposes was warmly received. The County of Stettler subsequently approved allocating their full share of 2008 MSP funding towards this project at their Council Meeting held on September 10th, 2008.

The 2008 Capital Budget originally allocated \$500,000 of Town MSJ funding towards a single bay addition to house the new aerial apparatus, as well as for this separate addition at the rear of the Fire Station. Therefore any regional MSP funding received will free up MSJ funding for other needed Town projects.

The bay currently under construction will cost approximately \$250,000 to fully complete and Fire Chief Mark Dennis estimates a budget of \$350,000 will be needed for this phase. This project is to construct a 119 m² addition to move the existing maintenance area to the rear and enlarge the existing training room. Some other items included in this project are: an exhaust ventilation system for the truck area; air conditioning in the training room; a mechanical room for a future back-up power generator; complete a parking area for firefighters; and space for outdoor training.

Given the support and cooperation of the County of Stettler, the Town of Stettler will request that all other regional municipalities jointly designate their full 2008 MSP funding toward the construction of a new addition at the Stettler Fire Station for regional fire training purposes. Given the nature of this project it will qualify for the maximize amount of available inter-municipal and priority bonuses. The Town of Stettler is prepared to act as the Managing Partner for the joint application process.

Other regional municipalities include:

Village of Big Valley
Village of Donalda
Village of Botha
Village of Gadsby
Summer Village of White Sands
Summer Village of Rochon Sands

Motion 08:09:22

Moved by Councillor Thorogood that the Town of Stettler accept the sample resolution provided by Alberta Municipal Affairs in the 2008 Program Guidelines as follows:

1. Be it resolved that the Council authorizes the Town of Stettler to participate in a Municipal Sponsorship Program grant application for the addition of a Training/Maintenance Facility in the Stettler Fire Station under the Alberta Municipal Affairs Municipal Sponsorship Program; further

2. That the Town of Stettler be designated the managing partner of the addition of a Training/Maintenance Facility in the Stettler Fire Station for the purposes of applying, receiving, administering, allocating, reporting and accounting for the grant funds on behalf of the partners; further
3. That the Town of Stettler agrees to allocate 100% percent of its Municipal Sponsorship Program base grant to the addition of a Training/Maintenance Facility in the Stettler Fire Station; and further
4. That the Town of Stettler agrees to enter into a Conditional Grant Agreement governing the purpose and use of the grant funds if it is the managing partner, or if not agrees to abide by the terms of the Conditional Grant Agreement signed by the managing partner on behalf of the other eligible municipal partners governing the purpose and use of the grant funds.

MOTION CARRIED
Unanimous

(b) Memo re: 51 Street Sidewalk Tender

Town Manager, R. Stoutenberg reviewed the memorandum from Wes Holowachuk, Development Officer regarding the 51 Street Sidewalk Tender – Sidewalk/Parking Lot Improvements.

On August 6th, 2008 tender packages for the 51st Street Streetscape Project were advertised in the Red Deer Advocate, Stettler Independent, and were made available through the UMA Red Deer office, and Red Deer Construction Associations office. This package was also mailed to individual contractors who specialize in concrete projects of this nature within central Alberta.

On August 26th the tender closed with no bids submitted. In further discussion with UMA Engineering only two packages were picked up from their office. The follow up with these specific contractors indicated no bids were submitted for the following reasons:

1. Timing – Although this year started slow, development has picked up and no one had time this fall to undertake this project.
2. Paving – Smaller companies did not bid as they wanted the asphalt paving included.
3. Scale – The project was not large enough for some contractors.

Motion 08:09:23

Moved by Councillor Peeples that the Town of Stettler Council approve that the 51st Street and Parking Lot tender and 50th Street tender be combined as one package. Timing for the tender is recommended in early January to capitalize on spring scheduling for contractors.

MOTION CARRIED
Unanimous

(c) Accounts Payable in the amount of \$321,220.69

Motion 08:09:24

Moved by Councillor Dennis that Accounts Payable for the period ending September 10, 2008 in the amount of \$321,220.69 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Sept 4 - Beautification Committee Meeting.
- Sept 5 - Town Office duties.
- Sept 9 - Committee of the Whole Meeting.
- Sept 12 - Town Office duties.

(b) Councillor Campbell

- Sept 9 - Committee of the Whole Meeting.
- Sept 12 - Stettler Waste Management Meeting.

(c) Councillor Dennis

- Sept 3 - On-site Meeting with Bearden Engineering pertaining to exterior foundation wall at Joint Building.
- Sept 4 - Parkland Regional Library Meeting.
- Sept 5 - Airport Board Meeting.
- Sept 12 - Stettler Waste Management Meeting.
- Sept 15 - FCSS Board Meeting.

(d) Councillor Garbutt

- No meetings to report.

(e) Councillor Peebles

- Sept 9 - Committee of the Whole Meeting.
- Sept 12 - Highway 12/21 Regional Waterline Services.
- Sept 15 - FCSS Board Meeting.

(f) Councillor Richards

- Sept 3 - On-site Meeting re: Joint Building.
- Sept 9 - Committee of the Whole Meeting.
- Sept 15 - Ambulance Meeting.

- (g) Councillor Thorogood
- Sept 9 - Committee of the Whole Meeting.
- Sept 15 - Ambulance Meeting.

4. **Citizen's Forum:**

- (a) Colin Bruins

Colin Bruins entered the meeting at 7:00 p.m.

Mayor Hunter introduced C. Bruins to Council as the new Associate Pastor at the First Baptist Church in Stettler and welcomed him and his family to the community.

8. **Minutes:**

- (a) None

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Stettler Public Library – 80th Birthday
(b) United Way Day – October 16, 2008
(c) London, ON to Ban Bottled Water on City Premises
(d) Outside Watering Banned – Red Deer Advocate Article
(e) Alberta Municipal Affairs Workshops
(f) AUMA 2008 Convention Policy and Resolutions Handbook
(g) Lacombe County Launches New Corporate Identity
(h) Stop Taking Water for Granted – Report Warns Ottawa
(i) 20 Years of Tax Hikes Touted to Fix Roads and Sidewalks
(j) Reach Out – Publication of Red Deer Watershed Alliance
(k) Canadian diabetes Association Annual Residential Campaign
(l) Alberta Employment and Immigration – A Tool Box of Ideas for Smaller Centres
(m) Legislative Assembly Alberta – Japan and Canada celebrating 80 Years of Diplomatic Relations

Motion 08:09:25

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Meadowlands Development – Housing Under Construction

Discussion ensued regarding the state of various houses under construction in Meadowlands.

Town Manager, R. Stoutenberg advised that the Town and Alberta Permit Pro are working with developers to remedy the untidy/stalled condition of various houses under construction.

- (b) Ambulance Transition Update

The Stettler District Ambulance Association will be sending a letter to the Province advising them that the Association supports "In principle" entering into a 2 year contract to operate Ambulance Services in the Stettler area subject to a number of conditions primarily regarding clarification of annual funding levels and clarification that locally acceptable service levels are to be maintained/funded prior to signing any agreement.

Mayor Hunter temporarily recessed the meeting at 7:20 p.m.

Mayor Hunter reconvened the meeting at 7:25 p.m.

13. **In-Camera Session:** (a) Delegation – Associated Engineering – Water Treatment Plant Tender Results
(b) IDP/ Annexation Update
(c) CUPE Negotiations

Motion 08:09:26

Moved by Councillor Campbell 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 items as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 7:25 p.m.

- (a) Delegation – Associated Engineering – Water Treatment Plant Tender Results

Associated Engineering representatives Gary Drachenberg, P.Eng, Manager, Water & Wastewater Division and Edith Asselin, P.Eng Project Engineer entered the meeting at 7:25 p.m.

Councillor D. Garbutt entered the meeting at 8:14 p.m.

G. Drachenberg & E. Asselin departed the meeting at 8:35 p.m.

- (b) IDP/ Annexation Update
(c) CUPE Negotiations

Motion 08:09:27

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

MOTION CARRIED
Unanimous at 10:26 p.m.

14. **Adjournment:**

Motion 08:09:28

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

MOTION CARRIED
Unanimous at 10:26 p.m.

Mayor

Director of Finance & Administration