

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 18, 2012 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, P. Simons &
S. Wildeboer

CAO R. Stoutenberg
Assistant CAO G. Switenky

Press (1)

Absent: Councillor L. Thorogood

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

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

Motion 12:09:10 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 September 4, 2012

Motion 12:09:11 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on September 4, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 4, 2012 Meeting Minutes

None

(c) Minutes of the Committee Meeting held September 11, 2012

Motion 12:09:12 Moved by Councillor Simons that the Minutes of the Committee Meeting held on September 11, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the September 11, 2012 Committee Meeting Minutes

None

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

5. **Delegations:** (a) 7:30 P.M. – John Bishop & Phil Holton re: Disaster Recovery

This item was dealt with later in the meeting.

6. Administration:

- (a) Annual Appraisals – Regional Fire Chief, Mark Dennis, Director of Parks & Leisure Services, Lee Penner & Director of Operations, Melissa Robbins.

CAO R. Stoutenberg advised that he would appreciate input, if any by September 21, 2012.

- (b) Memo re: Review AUMA Conference Events

CAO R. Stoutenberg reviewed the events for the upcoming AUMA Convention in Edmonton on September 26-28, 2012.

It was mutually agreed that the following Members of Council and Administration will attend the following meetings:

MLA's re: Health – Mayor D. Richards, Councillor L. Thorogood, & CAO R. Stoutenberg. Also to invite County of Stettler Reeve W. Nixon, Councillor G. Jackson & CAO T. Fox
RCMP – Mayor D. Richards, Councillor A. Campbell and Assistant CAO G. Switenky

AB Environment – Councillors M. Fischer & L. Thorogood, & Director of Operations M. Robbins

AB Transportation – Councillor P. Simons, CAO R. Stoutenberg & Director of Operations M. Robbins

- (c) Discussion re: Joint Town/County Meeting – October 16, 17 or 18?

This item was dealt with later in the meeting.

- (d) Memo re: Brownfield Sites Update – May & September 2012

CAO R. Stoutenberg briefly highlighted the staff Memo for Council's benefit. This item will be discussed with AB Environment representatives during the upcoming AUMA Convention in Edmonton.

It was mutually agreed that this item be accepted for information purposes.

- (e) Memo re: AB Transportation Poor Condition of Hwy #56 Through Stettler (51 Avenue) Update

CAO R. Stoutenberg explained that Hwy 56 from 46 Street to 57 Street is in a severe state of deterioration.

CAO R. Stoutenberg noted that Alberta Transportation has completed upgrades to some of the highways in town in the past several years. Road surfaces have been overlaid with asphalt, roads have been chip sealed and new thermoplastic road markings have been installed. This section of the highway has not had an overlay in over 25 years.

Current Status:

- This section of the highway has received a small amount of pothole patching this year.
- Line markings have not been updated in 2012.
- Curb and gutter is deteriorated and does not have positive drainage in areas.
- Surface of road is uneven, deteriorated, and requires new pavement.

- It's very likely the base material is saturated due to the deteriorated surface; requiring base reconstruction prior to paving.
- Current status is documented in a video.

There is current planning in place to re-align this section of the highway, north of the current location. However, Alberta Transportation cannot confirm the timing of the re-alignment. In the meantime, no new improvements have occurred on this road. This road needs to see base remediation, new asphalt and concrete and new thermoplastic line markings installed. Town assistance will be required to adjust manholes and valves in the road during construction.

Administration is recommending that Council be aware that Hwy 56 needs an asphalt overlay, with consideration given to the cross section of the road, with milling, from 46 Street to 57 Street. The sections of curb and gutter that do not have positive drainage and are deteriorated should be replaced. New road markings should be installed following paving.

This item will be discussed with AB Transportation representatives at the upcoming AUMA Convention.

It was mutually agreed that this item be accepted for information purposes.

(f) Memo re: AB Transportation – Traffic Light Programming at the Hwy #12 & 70 Street Intersection

CAO R. Stoutenberg explained concerns regarding long waits for traffic attempting to make a left hand turn from 70 Street onto the highway at the intersection of Highway 12 and 70 Street.

CAO R. Stoutenberg advised that AB Transportation installed traffic signals at the intersection of Highway 12 and 70 Street when the Walmart development occurred to manage the traffic at the intersection.

- The traffic on Highway 12 is given priority at the intersection.
- Traffic on 70 Street has long wait times when turning onto Highway 12. These wait times are significantly longer in early morning and late evening.
- Many times a vehicle can sit for 4 minutes, or more at the intersection waiting for the light to turn green to allow a left hand turn onto the highway.
- Wait times can also be extended when there are multiple large trucks exiting from the UFA Cardlock.

CAO R. Stoutenberg explained that AB Transportation owns and controls these lights. Priority is given to the highway traffic, which is understandable; however when vehicles approach the intersection from 70 Street the sensors at the intersection should recognize the vehicle and adjust the timing of the signal as required.

Administration is recommending that AB Transportation should review the timing and phasing schematic for the traffic signals at this intersection and coordinate with the Town, the adjustments, to ensure vehicles from all directions can maintain travel patterns without excessive delays.

This item will be discussed with AB Transportation representatives at the upcoming AUMA Convention.

It was mutually agreed that this item be accepted for information purposes.

(g) Memo re: 2012 Storm Main Replacement Tender

CAO R. Stoutenberg advised that Council approved a 2012 capital budget item for \$200,000 to replace a deteriorating section of storm main across the Recreation Road. At the time of capital budgeting, preliminary design had not been completed and an estimated value was used for budgeting purposes.

Associated Engineering has been retained to complete the Storm Water Master Plan for the Town. Throughout this process specific sections of storm main have been identified for replacement, upgrading, etc.

Associated Engineering completed a design to replace the existing 1050mm storm main from 44 Avenue to the existing outlet into Red Willow Creek. This main had a collapse that was repaired, the outlet into Red Willow Creek is now oval, which is a sign the pipe is deteriorating, and is undersized according to the modelling completed by Associated Engineering for the Storm Water Master Plan Report.

A design has been completed for this replacement, which includes upsizing the existing main, replacing existing manholes, and installing a new outlet into Red Willow Creek. Preliminary cost estimate was \$264,000 plus \$43,000 for engineering services.

Summary of Tenders Received on September 12, 2012:

Tenders include \$25,000 in Contingency.

- Wally's Backhoe Services Ltd. \$296,214.00
- Urban Dirtworks \$302,040.00
- Grayson Excavating \$297,119.00

In the tender is a price to supply and install a new outlet to the creek. In the low bidder's tender, this item is almost four times the price of the other tenders received. Administration will either negotiate this item with the contractor to lower the cost or remove the item from the contract. This would bring the contract amount to approximately \$242,000.

Administration respectfully recommends that Council award the 2012 Storm Main Replacements tender, subject to further negotiations, to Wally's Backhoe Services Ltd. and increases the budget amount from \$200,000 to a maximum of \$285,000 including engineering.

Motion 12:09:13

Moved by Councillor Fischer that the Town of Stettler Council award the 2012 Storm Main Replacements tender, subject to further negotiations, to Wally's Backhoe Services Ltd. and increases the budget amount from \$200,000 to a maximum of \$285,000 including engineering.

MOTION CARRIED
Unanimous

(h) Memo re: Upgrade to East End Lift Station

CAO R. Stoutenberg explained that the prior year 2011 Capital Budget had approved replacing an existing pump in the East End Lift Station for \$35,000.

During the 2011 year, the pump operated relatively well and the decision to delay the replacement was made. This year (2012), the pump has been plugging regularly (+ 20 times) and replacement cannot be delayed longer.

Administration has contacted local and non-local suppliers to quote the pump replacement. However, only one price was able to be obtained from Xylem (used to be known as ITT Water and Wastewater) based out of Calgary.

The pump quoted is for a Flygt pump, the same type of pump that currently exists in the lift station. Xylem has supplied a price for \$34,097.01, which includes the pump, valving, control panel and freight charges. There is a one year warranty on the pump. Town staff will complete installation.

Administration respectfully recommends that Council approve the purchase of the Flygt pump and appurtenances to Xylem, in the amount of \$34,097.01 plus GST.

Discussion ensued regarding the limited number of suppliers for this type of pump.

Motion 12:09:14

Moved by Councillor Bachman that the Town of Stettler Council approve the purchase of the Flygt pump and appurtenances to Xylem in the amount of \$34,097.01 plus GST.

MOTION CARRIED
Unanimous

(i) Bank Reconciliation as of August 31, 2012

Motion 12:09:15

Moved by Councillor Campbell that the Town of Stettler Council accept the Bank Reconciliation as of August 31, 2012 as presented.

MOTION CARRIED
Unanimous

(j) Accounts Payable in the amount of \$248,404.22

Motion 12:09:16

Moved by Councillor Wildeboer that Accounts Payable in the amounts of \$17,235.16 and \$231,169.06 for the period ending September 13, 2012 for a total amount of \$248,404.22 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:** Mayor and Councillors outlined highlights of meetings they attended.
- (a) Mayor Richards
- Sept 7 - Town Office signing cheques.
 - Sept 14 - Town Office signing cheques.
 - Sept 15 - Stettler Minor Hockey Fundraiser.
- (b) Councillor Bachman
- Sept 11 - Committee of the Whole Meeting.
 - Sept 12 - MPC Meeting.
 - Sept 13 - Library Board Meeting.
- (c) Councillor Campbell
- Sept 4/7 - AB Recycling Conference in Fort McMurray.
 - Sept 11 - Committee of the Whole Meeting.
 - Sept 12 - MPC Meeting.
- (d) Councillor Fischer
- Sept 4/7 - AB Recycling Conference in Fort McMurray.
 - Sept 11 - Committee of the Whole Meeting.
 - Sept 12 - MPC Meeting.
 - SRC Updating Meeting.
 - FCSS Meeting.
- (e) Councillor Simons
- Sept 6 - Beautification Committee Meeting.
 - Sept 7 - Airport Board Meeting.
 - Sept 10 - Environmental Sub-Committee Meeting.
 - Sept 11 - Campus Alberta Central Governance Team Meeting.
 - Sept 13 - Community Adult Learning Committee.
 - Sept 17 - Ambulance Meeting.
- (f) Councillor Thorogood
- No report – absent from meeting.
- (g) Councillor Wildeboer
- Sept 6 - Beautification Committee Meeting.
 - Sept 10 - Environmental Sub-Committee Meeting.
 - Sept 11 - Board of Trade Meeting.
 - Committee of the Whole Meeting.

8. **Minutes:**
- (a) Heartland Beautification Meeting of September 6, 2012
- (b) Airport Board Meeting of September 7, 2012
- (c) MPC Meeting of September 12, 2012

Motion 12:09:17

Moved by Councillor Simons 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) Canadian Diabetes Door to Door Campaign in November
(b) Next Generation Public Libraries
(c) Downtown Dividends – the Value of Investing in Canadian Downtowns

Motion 12:09:18

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

MOTION CARRIED
Unanimous

6. **Administration Con't:** (c) Discussion re: Joint Town/County Meeting – October 16, 17 or 18?

It was mutually agreed that October 17, 2012 would be the preferred date for the requested joint meeting with the County to host. Items for discussion include:

- Seniors Update
- Airport
- Recreation
- Ring Road
- Waste Management
- Collaborate Governance Initiative Grant
- In-Camera Issue

CAO R. Stoutenberg advised that this item, with further details will come back to a future Committee Meeting.

5. **Delegations:** (a) 7:30 P.M. – John Bishop & Phil Holton re: Disaster Services

Director of Regional Emergency Management John Bishop & Deputy Director Phil Holton entered the meeting at 7:25 p.m.

Mayor Richards welcomed J. Bishop & P. Holton to the meeting.

J. Bishop advised Council Members that Terry Best has joined the County's Protective Services Team and that he will assume the Emergency Management responsibilities vacated as a result of the resignation of Todd Wright.

Also given the resignation of T. Tempest from FCSS, the Reception Centre responsibilities will need to be incorporated into the job description for her replacement.

Discussion ensued regarding the elimination of the JEPP Grant, the closure of Disaster/Emergency training facilities in Ottawa, Emergency Alert training opportunities for Members of Council, and the need to complete back-up emergency power (generator) connectivity for the Town Office as it is the back-up EOC.

Mayor Richards thanked J. Bishop & P. Holton for their informative presentation.

J. Bishop & P. Holton departed the meeting at 7:48 p.m.

12. **Items Added:** (a) None

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

14. Adjournment:

Motion 12:09:19

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

MOTION CARRIED
Unanimous at 7:48 p.m.

Mayor

Assistant CAO