

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JULY 19, 2016 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

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

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (0)

Absent: Councillor M. Fischer

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

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

Motion 16:07:12 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 July 5, 2016

Motion 16:07:13 Moved by Councillor Brown that the Minutes of the Regular Meeting of Council held on July 5, 2016 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the July 5, 2016 Meeting Minutes

None

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

5. **Delegations:** (a) 6:35 P.M. – Stettler SWATT 2.0 U16 Girls Softball Provincial Champions

This item was dealt with later in the meeting.

6. **Administration:** (a) Tax Public Auction Date

Assistant CAO S. Gerlitz advised that the following shows the timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the remaining properties in the tax recovery process:

Date	Action
March 27/15	Prepared Tax Arrears List and sent notification to owners
July 19/16	Council to set Reserve Bid and sale conditions
Aug 12/16	Send ad to Alberta Gazette (send in 10 working days before ad)
Aug 31/16	Advertise Public Auction in the Alberta Gazette
Sept 1/16	Send copy of ad to registered property owners and all parties having an interest in the property

Sept 28/16	Advertise Public Auction in the Stettler Independent
Oct 11/16	Public Auction at the Town Office at 1:00 p.m.

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2016 and March 31, 2017.
- Under Section 419 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the property if it is not sold at the public auction.
- After the Town takes title to the property the property owner can regain title to the property if all taxes are paid before the Town sells the property.
- The following property will go to the Public Auction on October 11, 2016 unless all tax arrears are paid prior to the sale:

Lot/Block/Plan	Civic Address	Land	Improv.	Total
C/26/5299HW	5914-51 Avenue	51,780	92,200	143,980

Motion 16:07:14

Moved by Councillor Campbell that the Town of Stettler Council set the 2016 Tax Public Auction date as October 11, 2016 and approve using the 2016 assessment values as the reserve bids for all 2016 tax sale properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
 Unanimous

(b) Tax Public Auction Date for Designated Manufactured Homes

Assistant CAO S. Gerlitz advised that the following shows the timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the manufactured home in tax recovery process:

Date	Action
March 30/15	Prepared Tax Arrears List
July 19/16	Council to set Reserve Bid and sale conditions
Sept 1/16	Send copy of ad to registered property owners, owners of M/H Park and all parties having an interest in the property
Sept 28/16	Advertise Public Auction in the Stettler Independent
Oct 11/16	Public Auction at the Town Office at 1:00 p.m.

- Section 436.09 of the MGA states that the Public Auction must be held between April 1, 2016 and March 31, 2017.
- Under Section 436.1 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.

- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the designated manufactured home if it is not sold at the public auction.
- After the Town takes title to the designated manufactured home the property owner can regain title to the designated manufactured home if all taxes are paid before the Town sells the property.
- The following designated manufactured homes will go to the Public Auction on October 11, 2016 unless the taxes are paid prior to the sale:

Civic Address	Land	Improv.	Total
#47-6017-52 Avenue	0	16,920	16,920

Motion 16:07:15

Moved by Councillor Nolls that the Town of Stettler Council set the 2016 Tax Public Auction date as October 11, 2016 and approve using the 2016 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
 Unanimous

(c) Alberta Municipal Affairs – Minister’s Meeting Room at 2016 AUMA Convention

CAO G. Switenky highlighted the invite to meet with Minister Danielle Larivee at the AUMA Convention October 5-7, 2016 in Edmonton.

General discussion took place regarding the importance of meeting with Provincial Departments during AUMA Conventions. It was noted that it is beneficial when scheduling a meeting with Provincial Departments to have a specific issue, project or topic to be discussed.

Mayor Richards summarized the discussion by emphasizing the value of meeting and strengthening our ongoing partnership with Provincial Departments.

It was agreed that Administration would contact and confirm meeting times during the annual AUMA Convention, October 5-7, 2016 with the various Provincial Departments including RCMP “K” Division, Health, Municipal Affairs, Environment and Transportation.

(d) 2016 AUMA Convention re: RCMP Meeting

It was agreed that Administration would contact and confirm meeting times during the annual AUMA Convention, October 5-7, 2016 with the various Provincial Departments including RCMP “K” Division, Health, Municipal Affairs, Environment and Transportation.

(e) Meetings

- Tuesday, August 2 – Council Meeting
- Tuesday, August 16 – Council Meeting
- Tuesday, September 6 – Council Meeting
- Tuesday, September 13 – Committee Meeting

- Tuesday, September 20 – Council Meeting
- Tuesday, October 4 – Council Meeting
- Wednesday – Friday, October 5-7 – AUMA Convention in Edmonton
- Tuesday, October 11 – Committee Meeting
- Tuesday, October 18 – Council Meeting

General discussion took place regarding the regular meeting of Council scheduled for Tuesday, October 4, 2016. It was noted that the Elected Officials Education Program (EOEP) will be offering a training session on October 4, 2016 from 9:00 a.m. to 4:00 p.m. as well as various other networking events prior to the start of the AUMA Convention on October 5, 2016. Mayor Richards summarized the discussion by suggesting that depending on the agenda of the Council meeting, the meeting be rescheduled to Monday, October 3, 2016 or cancelled.

5. **Delegations:** (a) 6:35 P.M. – Stettler SWATT 2.0 (Softball with Attitude) U16 Girls Softball Provincial Champions

Team players from the Stettler SWATT 2.0 U16 Girls Softball team with coaches and parents entered the meeting at approximately 6:35 p.m. Mayor Richards welcomed the Stettler SWATT 2.0 U16 Softball 2016 Provincial Champion players, coaches and parents to the meeting.

Mayor Richards recognized and congratulated the Stettler SWATT 2.0 U16 Girls Softball team for representing Stettler and for winning the 2016 Provincial Softball Championship held in Leduc, AB. Head Coach Rick Stotz individually introduced their players, assistant coaches and managers in attendance. They further thanked their managers, assistant coaches, players and parents for their support and effort throughout the year.

Mayor Richards temporarily recessed the meeting at 6:40 p.m. to allow Council Members to individually congratulate and speak to the players, coaches and parents in attendance. Group photos with the Championship Banner was taken.

Snacks and refreshments were provided.

Delegation members departed the meeting at 7:00 p.m.

Mayor Richards reconvened the meeting at 7:00 p.m.

6. **Administration Con't:** (f) Bank Reconciliation as of June 30, 2016

Motion 16:07:16

Moved by Councillor Bachman that the Town of Stettler Council accept the Bank Reconciliation as of June 30, 2016 as presented.

MOTION CARRIED
Unanimous

(g) Taxes Receivable as of June 30, 2016

Motion 16:07:17

Moved by Councillor Sernecky that the Town of Stettler Council accept the Taxes Receivable as of June 30, 2016 as presented.

MOTION CARRIED
Unanimous

- (h) Accounts Payable in the amount of \$392,001.38

Motion 16:07:18

Moved by Councillor Nolls that Accounts Payable in the amounts of \$239,891.66, \$1,350.00 & \$150,759.72 for the period ending July 15, 2016 for a total amount of \$392,001.38 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Richards

- July 6 - Tagish Engineering in Red Deer.
- July 7 - Met with Minister Hoffman, AB Environmental Staff, Town CAO and County Reeve.
- July 8 - Town Office cheques.
- July 11 - CIB welcome, lunch and dinner.
- July 14 - Town Safety luncheon.
- July 19 - Coal Meeting at Town Office.

Sale of Drop-In Centre

As follow-up from the joint meeting with Stettler County held June 29, 2016, Mayor Richards advised that the Town of Stettler has received a letter from County of Stettler No. 6 CAO T. Fox dated July 14, 2016 that indicates County Council has approved placing the County's 50% share, being approximately \$9000.00, of the proceeds from the sale of the Stettler Drop-in Centre (5009-48 Street (RN54A, Block 22, Lot 22)) along with the Town's 50% share totaling approximately \$18,000.00 in a reserve for future improvements in the HUB which is now the Senior's Centre.

Motion 16:07:19

Moved by Councillor Campbell that the Town of Stettler Council approve that the surplus sale proceeds, being approximately \$18,000.00, from the sale of the Stettler Drop-In Centre (5009-48 Street (RN54A, Block 22, Lot 22)) be put into a HUB Reserve Account for future expenses.

MOTION CARRIED
Unanimous

- (b) Councillor Bachman

- July 10 - Supper with CIB Judges.
- July 11 - Lunch and supper with CIB Judges.

- (c) Councillor Brown

- July 10 - Supper with CIB Judges.
- July 11 - Lunch and supper with CIB Judges.

- (d) Councillor Campbell

- July 8 - Rodeo Meeting.
- July 9 - Rowledge Family 100 Year Farm Celebration.
- July 11 - Met with CIB Judges.

- (e) Councillor Fischer

- No report - absent from meeting.

- (f) Councillor Nolls

- July 6 - Tagish Engineering Golf Tournament.

- Steel Wheel Stampede Wrap-up Meeting.
- July 8 - Central Alberta Film Festival (CAFF).
- July 10 - Hosted the CIB Judges and HBC supper.
- July 11 - Lunch at the Museum with CIB Judges.
- July 18 - Stettler Museum Meeting.

(g) Councillor Sernecky

- July 6 - Hospital Foundation
- July 10 - Supper with CIB Judges.

8. Minutes:

- (a) The Hub Committee Meeting of June 7, 2016
- (b) Heartland Beautification Committee Meeting of June 20, 2016
- (c) Stettler District Ambulance Association Meeting of June 27, 2016

Motion 16:07:20

Moved by Councillor Sernecky 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) 2085-16 re: Cemetery Bylaw

Mayor Richards explained that Bylaw 2085-16 is to provide for the care, control and regulation of the Lakeview Cemetery.

CAO G. Switenky opened the discussion by explaining that the current Cemetery Bylaw was adopted by Council in 1999. Overtime as technologies for Outer Burial Receptacles, Monuments and Markers changed it necessitated a review of our existing Cemetery Bylaw. The review of the Bylaw was done by a staff Committee, with the assistance of Funeral Homes and Monument/Memorial Companies.

Mayor Richards summarized the discussion by advising that the Town of Stettler realizes the sensitivity that Cemetery Grave Decorations create. Maintenance, care, and long term enjoyment of the Cemetery is held to the highest standards to satisfy the needs of relatives and visitors to the Cemetery. As such the safety of the public and Town of Stettler staff is held in high priority. Therefore public input is extremely important.

It was mutually agreed that Bylaw 2085-16 be advertised for 2 weeks for the public's input before proceeding with 2nd & 3rd Readings.

Motion 16:07:21

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 2085-16 as presented.

MOTION CARRIED
Unanimous

- (b) 2086-16 re: Business License Bylaw

Motion 16:07:22

Moved by Councillor Nolls that Bylaw 2086-16 be tabled pending 2nd & 3rd Readings of Cemetery Bylaw 2085-16.

MOTION CARRIED

Unanimous

- 11. **Correspondence:**
 - (a) Modernized MGA Promotes Collaboration
 - (b) A Modernized Municipal Government Act
 - (c) Stettler District Ambulance Association Financial Statements for the Year Ended March 31, 2016

Motion 16:07:23

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

MOTION CARRIED
Unanimous

- 12. **Items Added:** (a) None
- 13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.
- 14. **Adjournment:**

Motion 16:07:24

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

MOTION CARRIED
Unanimous at 8:00 p.m.

Mayor

Assistant CAO