

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JANUARY 16, 2007 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, G. Majeran, R. Peeples, D. Richards  
& L. Thorogood  
  
Town Manager R. Stoutenberg  
Director of Finance & Administration G. Switenky  
  
Press (2)

**Absent:** Councillor S. Hurley

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

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

**Motion 07:01:11** Moved by Councillor Richards to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held January 2, 2007

**Motion 07:01:12** Moved by Councillor Majeran that the Minutes of the Regular Meeting of Council held on January 2, 2007 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the January 2, 2007 Minutes

None

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

5. **Delegations:** (a) 7:30 P.M. re: G.I.S. Presentation

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: 2007 Capital Budget

Town Manager, R. Stoutenberg advised that a Council resolution is required to adopt the Town's 2007 Capital Budget. The items/projects included were reviewed and recommended at the Capital Budget Session held on January 10, 2007. The total amount of expenditures included in the 2007 Capital Budget is \$16,759,520.

It was mutually agreed that the following projects were recommended to be Approved – Subject to Report:

|                               |           |
|-------------------------------|-----------|
| Phased Streetscape Program    | \$450,000 |
| Downtown Parking Enhancements | \$200,000 |
| Community Entrance Signage    | \$100,000 |

Director of Finance & Administration, G. Switenky will ensure this change is reflected in the final print version.

**Motion 07:01:13**

Moved by Councillor Thorogood that the Town of Stettler Council approve the 2007 Capital Budget as amended for community projects subject to reports.

MOTION CARRIED  
Unanimous

(b) Memo re: Joint Building Location

Town Manager, R. Stoutenberg advised that the Joint Building Committee would like direction from Town Council and the School Board regarding the preferred location for the new office building.

The vision of the Committee is to have a facility that includes:

- suitable space for existing operations.
- undeveloped space that could be used for future expansion.
- building design to allow the sharing of space (meeting, reception, washroom, etc.)
- thirty staff parking stalls in close proximity to the building.
- ample area for landscaping and a public plaza.
- handicapped accessible.
- being part of the professional heart of the community.
- leading in the redevelopment of the downtown business core.

Developmental features at three potential sites have been considered and compared. The sites considered are as follows:

- Site A – Southeast Corner – 51 Avenue & 50 Street.
- Site B – Southwest Corner – 51 Avenue & 50 Street.
- Site C – Northeast Corner – 47 Avenue  
(Hwy 12 & 57 Street).

Discussion ensued regarding various site features, limitations and restrictions. After examining these possible sites it is evident that not one site meets all of the needs and desires.

It was the general consensus of Council members present that the new office building should be located on main-street in the downtown core and preferably on the existing owned Site A.

(c) Memo re: Prairie Bio-Gas 25MT Pyromex Plant

Town Manager, R. Stoutenberg advised that the letter from the County of Stettler regarding Prairie Bio-Gas was reviewed by Town Council at their November 7, 2006 Council Meeting. At that time it was decided that Administration should confirm the cost of undertaking a study and if government support is available.

The Province sees this as an excellent way of diversifying the economy. This technology is operating overseas and is becoming more viable in Canada.

The Province is encouraging bio-industrial projects and funding is available for a study if the feedstock is primarily of an agricultural nature. They may not fund the study if it uses just municipal waste.

The cost of a feasibility study would be approximately \$300,000. It is expected that the municipal partners would provide 25% of the cost with the Town's share being \$19,000.

Discussion ensued regarding:

- Concerns over the high cost of a feasibility study, the Town's share and whether similar studies had been undertaken in other jurisdictions (and what were the results).
- The availability of agricultural waste/feedstock (the proposal requires a minimum of 25MT per day).
- The current level of dumping at the landfill site and the maximum annual license/class of the site.
- Provincial funding alternative options/support.
- Concerns that Prairie Bio-Gas would be the one performing the study re: capability and conflict.
- Concerns that Prairie Bio-Gas expects Stettler to commit to investing in the project, subject to reasonable economic returns and suitable financing.

Discussion continued regarding whether the economics associated with a project of this nature should be left to the private sector re: expectation for profit, risk and future exposure.

Mayor Hunter concluded that more information is required before Council will be in a position to discuss further the proposal and make an informed decision.

(d) Local Government Services Division Information Bulletin

Director of Finance & Administration, G. Switenky reviewed with Council some initial important dates and deadlines that may affect the 2007 General Election process.

It was mutually agreed that the Town of Stettler will not make voter identification a requirement for the 2007 General Election and further will not make provisions for special ballots to be used in the 2007 General Election.

(e) February Newsletter Items

- Snofest Celebration – February 18
- 2007 Business Licenses Due
- 2007 Dog & Cat Licenses Due
- Sno-Pitch Tournament – February 24 – Kinette Club
- Sump Pump Inspections

(f) Bank Reconciliation as of December 31, 2006

**Motion 07:01:14**

Moved by Councillor Thorogood that the Bank Reconciliation as of December 31, 2006 be accepted as presented.

MOTION CARRIED  
Unanimous

(g) Accounts Payable in the amount of \$139,016.19

**Motion 07:01:15**

Moved by Councillor Peeples that Accounts Payable for the period ending January 12, 2007 in the amount of \$139,016.19 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Jan 4 - Heartland Beautification Meeting.
- Jan 5 - Town Office duties.
- Jan 8 - Attended Norma Byers Retirement.
- Jan 9 - Capital Budget Meeting.
- Jan 12 - Town Office duties.

(b) Councillor Campbell

- Jan 9 - Capital Budget Meeting.

(c) Councillor Hurley

- No report – absent from meeting.

(d) Councillor Majeran

- No meetings to report.

(e) Councillor Peeples

- Jan 9 - Capital Budget Meeting.

(f) Councillor Richards

- Jan 8 - Building Committee Meeting.
- Jan 9 - Capital Budget Meeting.

(g) Councillor Thorogood

- Jan 4 - Heartland Beautification Meeting.
- Jan 8 - Attended Norma Byers Retirement.
- Jan 9 - Capital Budget Meeting.

5. Delegations:

(a) 7:30 P.M. re: G.I.S. Presentation

Development Officers Wes Holowachuk and Dave Dittrick, and Fire Chief Mark Dennis entered the meeting at 7:30 p.m.

W. Holowachuk presented and outlined GIS proposals from the following three suppliers:

- Oldman River Regional Services Commission (ORRSC)
- Telus
- Accurate Assessment Group (AAG)

Discussion ensued regarding the various capital outlays and the annual maintenance costs associated with each supplier.

Discussion continued regarding the broad organizational value and benefits of integrating fire inspection information, utility billing, assessment, taxation, permitting, licensing, zoning, cadastral mapping, satellite and other imaging, GPS data, and all other property related information utilizing GIS technology as the backbone. It was stated that managing a GIS environment requires continuous data input and updating from many sources.

Town Manager, R. Stoutenberg explained that Stettler is not leading the parade rather it is undertaking to catch-up. The implementation of GIS is now standard technology in most progressive municipalities. He further clarified that the 2007 Interim Operating Budget includes funding for a new GIS Tech Position.

Staff is recommending Accurate Assessment Group as the preferred supplier given Stettler's operational expectations and staff expertise. It appears that utilizing the professional services of AAG would afford the Town with the greatest flexibility to manipulate queries and customize reporting to ensure the resultant output is useful.

It was noted that although AAG is higher in cost there is an opportunity to share some components with the County and realize a cost reduction of up to 26%.

Mayor Hunter thanked W. Holowachuk, D. Dittrick and M. Dennis for their informative presentation and for attending the meeting.

W. Holowachuk, D. Dittrick & M. Dennis departed the meeting at 8:06 p.m.

Mayor Hunter concluded with the mutual consent of Council that the decision on this Capital Budget item will be postponed to the February 6, 2007 to allow Council Members additional time to review further the information presented.

8. **Minutes:** (a) Stettler Recycling Committee Meeting of December 13, 2006

**Motion 07:01:16**

Moved by Councillor Richards that the Minutes, item 8(a) be accepted for information.

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) 1943-07 re: Cat Bylaw

Town Manager, R. Stoutenberg advised that Bylaw 1943-07 is a bylaw to regulate, restrain the running at large, the licensing and the impounding of cats.

It was noted that this bylaw will replace existing Bylaw 1659. Town Manager, R. Stoutenberg highlighted the proposed changes. The annual licensing fee has increased by \$5 for fixed animals and by \$10 for non-fixed animals. The \$10 January discount will remain.

It was questioned whether the 6 weeks of age requirement for the licensing of cats was appropriate given that local veterinarians will not fix a cat until they are approximately 6 months old. This will affect owners of young cats by making them have to pay a higher fee for one year. Discussion ensued and it was mutually agreed that staff should be given the latitude to accept the lesser annual fee for these younger cats, trusting that their citizen owners have agreed to get them fixed (when they are old enough). Therefore it was mutually accepted that a practical amendment was not necessary at this time.

**Motion 07:01:17**

Moved by Councillor Thorogood that the Town of Stettler Council give first reading to Bylaw 1943-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:18**

Moved by Councillor Peeples that the Town of Stettler Council give second reading to Bylaw 1943-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:19**

Moved by Councillor Majeran that the Town of Stettler Council give permission for third and final reading to Bylaw 1943-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:20**

Moved by Councillor Campbell that the Town of Stettler Council give third and final reading to Bylaw 1943-07 as presented.

MOTION CARRIED (5 – 1)  
Opposed: Councillor Richards

(b) 1944-07 re: Dog Bylaw

Town Manager, R. Stoutenberg advised that Bylaw 1944-07 is a bylaw to regulate, restrain the running at large, the licensing and the impounding of dogs.

It was noted that this bylaw will replace Bylaw 1558. Town Manager, R. Stoutenberg highlighted the proposed changes. The annual licensing fee has increased by \$5 for fixed animals and by \$10 for non-fixed animals. The \$10 January discount will remain.

Discussion ensued regarding the issuance of free licenses for Registered Guide Dogs. Mayor Hunter with the mutual consent of Council agreed to amend wording in proposed Bylaw 1944-07 (prior to first reading) to expand the related provision substantively as follows:

LICENSING OF DOGS – PART 2

8. A registered guide dog owned by a blind person or a dog which is trained by a recognized agency to provide assistance to a person with a physical or mental disability; provided the person is using the dog for such assistance, shall be issued a dog license free of charge.

It was noted that a license is still required only that there is no charge.

**Motion 07:01:21**

Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1944-07 as amended.

MOTION CARRIED

Unanimous

**Motion 07:01:22**

Moved by Councillor Majeran that the Town of Stettler Council give second reading to Bylaw 1944-07 as amended.

MOTION CARRIED

Unanimous

**Motion 07:01:23**

Moved by Councillor Peoples that the Town of Stettler Council give permission for third and final reading to Bylaw 1944-07 as amended.

MOTION CARRIED

Unanimous

**Motion 07:01:24**

Moved by Councillor Majeran that the Town of Stettler Council give third and final reading to Bylaw 1944-07 as amended.

MOTION CARRIED

Unanimous

(c) 1946-07 re: Amend Bylaw 1941-06 – Traffic Bylaw

Town Manager, R. Stoutenberg explained that this amending bylaw is required to clarify that the former Traffic Bylaw 1562 and all amendments thereto have been repealed.

**Motion 07:01:25**

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 1946-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:26**

Moved by Councillor Richards that the Town of Stettler Council give second reading to Bylaw 1946-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:27**

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 1946-07 as presented.

MOTION CARRIED  
Unanimous

**Motion 07:01:28**

Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1946-07 as presented.

MOTION CARRIED  
Unanimous

(d) 1947-07 re: Rezoning Bylaw

Town Manager, R. Stoutenberg advised that Bylaw 1947-07 is to amend Land Use Bylaw 1797-98 to re-designate Lots 1 & 2, Block 6, Plan 942 2699 from "C1" Central Commercial to "C2" Highway Commercial.

The purpose of this re-designation is to allow a vehicle repair business to operate at this corner location. Administration supports this type of commercial business use as being appropriate at this location.

Town Manager, R. Stoutenberg advised that this Land Use Bylaw amendment is subject to first reading only at this time. This proposed amending bylaw is required to be advertised and a public hearing must be held prior to any further readings being considered by Council.

**Motion 07:01:29**

Moved by Councillor Majeran that the Town of Stettler Council give first reading to Bylaw 1947-07 as presented.

MOTION CARRIED  
Unanimous



11. **Correspondence:** (a) AAMDC Press Release

(b) Red Deer River Municipal User Group

**Motion 07:01:30**

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

MOTION CARRIED  
Unanimous

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

13. **In-Camera Session:** (a) 8:00 P.M. – re: Growth Study – Final Draft

**Motion 07:01:31**

Moved by Councillor Majeran that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager, Director of Finance & Administration and both Development Officers present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 8:48 p.m.

**Motion 07:01:32**

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

MOTION CARRIED  
Unanimous at 10:03 p.m.

14. **Adjournment:**

**Motion 07:01:33**

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

MOTION CARRIED  
Unanimous at 10:03 p.m.

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Mayor

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Director of Finance & Administration