

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MAY 15, 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 07:05:23**

Moved by Councillor Peeples to approve the agenda as presented with the following additions:

- 13(c) In-Camera – Ambulance Labor Negotiations
- 13(d) In-Camera – Other Land Related Matters

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held May 1, 2007

**Motion 07:05:24**

Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on May 1, 2007 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the May 1, 2007 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting of May 7, 2007

**Motion 07:05:25**

Moved by Councillor Thorogood that the Minutes of the Committee of the Whole Meeting held on May 7, 2007 be approved as presented.

MOTION CARRIED  
Unanimous

A typographical correction was identified in agenda item 2 relating to the capitalization of an "i" in the phrase Meadowlands Phase Via. Administration will correct the minutes to read **Via**.

- (d) Business Arising from the May 7, 2007 Committee Minutes

None

Councillor Richards entered the meeting.

4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum
5. **Delegations:** (a) 6:45 P.M. re: RCMP Introduction of Cst. Glen Gabruch  
This item was dealt with later in the meeting.
6. **Administration:** (a) 2007 Operating Budget & Mill Rate Bylaw 1953-07

Town Manager R. Stoutenberg presented the 2007 Operating Budget and reviewed the information presented in the Memorandum. The 2007 Operating Budget has been prepared based on the approved 3 year 2007 – 2009 Interim Operating Budget (December 5<sup>th</sup>, 2006), the approved 2007 Capital Budget (January 16<sup>th</sup>, 2007) and includes several forecasting adjustments presented to Committee of the Whole on May 7, 2007.

The majority of properties in Stettler, both residential and non-residential, will see a combined property tax increase of between 1% and 4% depending on how much each property's assessed value changed in comparison to other properties.

Assessed values for residential properties in Stettler appreciated by an average of 19.45% and non-residential properties appreciated by an average of 14.92%. Given that a similar inflationary trend has been occurring for the past few years, this percentage differential is causing a corresponding relative share of the overall property tax burden to shift between the two property tax classes, thereby creating a greater financial impact on individual residential properties than on commercial/industrial properties.

In an effort to mitigate part of the financial impact on residential properties (that is solely caused by a differential in the market appreciation being reflected in taxable assessment values) the Town of Stettler has created individual tax (mill) rates for each class. A split tax (mill) rate system will help control most of the property tax shifting that would otherwise occur between both property tax classes.

Property taxes are comprised of municipal, school and seniors housing components. Municipal taxes are increasing. However, because of growth in assessment due to new construction combined with a relatively minor increase in both the Education Property Tax Requisition and the Stettler Housing Authority Requisition, the majority of individual properties will see a small reduction in the amount of school and seniors housing tax required to be collected.

**As a result the combined average property tax increase in the Town of Stettler for 2007 is 2.6%, or segregated as follows for individual property classes:**

<b>Residential properties</b>	<b>2.23%</b>
<b>Non-residential properties</b>	<b>3.38%</b>

The 2007 Operating Budget for the Town of Stettler requires \$3.35 million to be generated from property taxation to fund Town operations. The amount generated from the residential class of properties has increased by 5% and the amount generated from the non-residential class of properties has increased by 10%.

Significant items impacting the 2007 Operating Budget include increases in the cost of labor, electricity and ambulance services.

Discussion ensued regarding the necessity for the overall tax increase, and the appropriateness and fairness of splitting the tax (mill) rate in order to mitigate the shifting of tax between property tax classes caused by the differential in the appreciation of assessed values over the past few years.

**Motion 07:05:26**

Moved by Councillor Thorogood that the Town of Stettler Council adopt, per Section 242(1) of the Municipal Government Act, the 2007 Operating Budget for the Town of Stettler as presented with expenditures and transfers totaling \$14,188,340.

MOTION CARRIED  
Unanimous

Mayor Hunter with the mutual consent of Council varied the order of Agenda to consider Item 10(b); the 2007 Tax Rate Bylaw imposing a tax in respect of property in the municipality to raise revenue to be used toward the payment of expenditures set out in the 2007 Operating Budget.

10. **Bylaws:** (b) 1953-07 re: To Authorize the Rates of Taxation for the 2007 Taxation Year

**Motion 07:05:27**

Moved by Councillor Peeples that the Town of Stettler Council give first reading to Bylaw 1953-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:28**

Moved by Councillor Majeran that the Town of Stettler Council give second reading to Bylaw 1953-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:29**

Moved by Councillor Campbell that the Town of Stettler Council give permission for third and final reading to Bylaw 1953-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:30**

Moved by Councillor Richards that the Town of Stettler Council give third and final reading to Bylaw 1953-07.

MOTION CARRIED  
Unanimous

Director of Finance and Administration G. Switenky informed Council that the 2007 Combined Assessment and Tax Notices will be mailed out on Friday May 18<sup>th</sup>, 2007.

5. **Delegations:** (a) 6:45 P.M. re: RCMP Introduction of Cst. Glen Gabruch

Sgt K. Picard & Cst. G. Gabruch entered the meeting at 6:45 p.m.

Sgt. Kevin Picard introduced Cst. Glen Gabruch as a new member of the RCMP and a new member at the Stettler detachment.

Mayor Hunter and Members of Council introduced themselves to Cst. G. Gabruch and welcomed him to Stettler.

Sgt K. Picard & Cst. G. Gabruch departed the meeting at 6:50 p.m.

6. **Administration Con't:** (b) Input Requested re: Director of Parks and Leisure Services Annual Appraisal

At the request of Mayor Hunter this item will be dealt with during the In-Camera session later in the meeting.

(c) Tractor Mount Slope & Ditch Mower Tender Recommendation

Councillor Richards declared a possible conflict of interest and by departing the meeting refrained from discussion and voting on the matter.

Town Manager, R. Stoutenberg explained that the 2007 Capital Budget allocates \$9,000 for the purchase of a Tractor Mount Slope & Ditch Mower.

The model that was originally specified in the Budget was subsequently determined to not meet the requirements of the Parks and Leisure Services Department because there were no suppliers of replacement parts in Canada (rather only in Europe).

New specifications were determined and two tenders were received to supply a Tractor Mount Slope & Ditch Mower as follows:

Homestead Equipment	\$12,190.00 (tax in)
Agro Stettler	\$13,369.50 (tax in)

It was stated that since the purchase of the new ice resurfacing machine (Zamboni) came in \$12,000 under budget, some of this unused budget allocation could be used to pay for the increased cost of this Canadian built mower.

**Motion 07:05:31**

Moved by Councillor Majeran that the Town of Stettler Council accept the low tender from Homestead Equipment for the supply of a Tractor Mount Slope & Ditch Mower at a cost of \$12,190.00 (tax in) and that some of the unused 2007 Capital Budget allocation, that is no longer required for the purchase of the new ice resurfacing machine, be used to pay for the increased cost of this Canadian built mower.

MOTION CARRIED  
Unanimous with the abstention  
of Councillor Richards

Councillor Richards returned to the meeting.

(d) Policy V-4(c) re: Marketing of Town of Stettler Residential Lots

Town Manager, R. Stoutenberg explained that at the Committee of the Whole meeting held on May 7<sup>th</sup>, 2007 it was mutually agreed that the building commitment period on multiple lot sales stated in Section 2 (e) of the Policy be reduced from 1.5 years to 1 year.

Discussion ensued regarding the necessity to further clarify Policy Statements 1(e) and 2(f) respecting the holding of lots for 72 hours without a deposit.

It was mutually agreed that a date and time for the commencement of a 72 hour lot holding period (without a deposit) needs to be clearly agreed upon and acknowledged by both parties.

**Motion 07:05:32**

Moved by Councillor Campbell that the Town of Stettler Council approve Policy V-4(c) being the Marketing of Town of Stettler Residential Lots with the following amendments:

Section 2 (e) to read: Building Commitment - **1** year from the date of purchase.

Sections 1(e) and 2(f) to both read: The Town of Stettler will hold lots for 72 hours **from the date and time of the signing of a letter of intent** without a deposit to allow a person/company an opportunity to determine if their development will meet Town of Stettler Land Use Bylaw requirements.

MOTION CARRIED  
Unanimous

(e) Demolition Tax Refund

Director of Finance & Administration, G. Switenky explained that a mobile home was removed from this lot on March 19, 2007 and that Administration requests this standard policy refund be expedited prior to the 2007 Combined Assessment and Tax Notices being sent out.

**Motion 07:05:33**

Moved by Councilor Peeples that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #800244000 in the amount of \$774.02 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous

- (f) June Newsletter Items
  - Water Smart Program
  - Composting Program
  - Fire Pits & Outdoor Fireplaces
  - Craze Days/Show & Shine – June 15, 16 & 17
  - Canada Day Celebration – July 1
- (g) Bank Reconciliation as of April 30, 2007

**Motion 07:05:34**

Moved by Councillor Majeran that the Bank Reconciliation as of April 30, 2007 be accepted as presented.

MOTION CARRIED  
Unanimous

- (h) Accounts Payable in the amount of \$220,675.87

**Motion 07:05:35**

Moved by Councillor Richards that Accounts Payable for the period ending May 9, 2007 in the amount of \$220,675.87 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- May3 - Meeting with Developers (McKay & County) re: Subdivision.
- May 4 - Town office duties and pictures for Nurses Week.
- May 7 - Committee of the Whole Meeting.
- May 9 - McHappy Days.
- May 14 - Town Office duties.

(b) Councillor Campbell

- May 7 - Committee of the Whole Meeting.
- May 10 - Parkland Regional Library Executive Meeting.

(c) Councillor Hurley

- No report – absent from meeting

(d) Councillor Majeran

-No meetings to report.

(e) Councillor Peeples

-May 7 - Committee of the Whole Meeting.

(f) Councillor Richards

-May 7 - Committee of the Whole Meeting.

-May 11 - Ambulance Union Negotiations Meeting.

(g) Councillor Thorogood

-May 7 - Committee of the Whole Meeting.

-May 11 - Ambulance Union Negotiations Meeting.

8. **Minutes:**

(a) Memorial Tree Park Meeting of April 30, 2007

(b) Municipal Planning Commission Meeting of May 1, 2007

(c) Stettler Recycling Committee Meeting of April 25, 2007

**Motion 07:05:36**

Moved by Councillor Peeples that the Minutes, items 8(a) to 8(c) inclusive be accepted for information.

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) Bylaw 1952-07 – Tour Wagon

Mayor Hunter explained that this Bylaw is required to permit Alberta Prairie Steam Tours to legally operate a tour wagon on local streets.

Town Manager, R. Stoutenberg advised that the original Bylaw 1894-04 was inadvertently repealed when the Town's new Traffic Bylaw 1941-06 was adopted.

It was stated that the provisions in this new Bylaw are identical to the provision in formerly repealed Bylaw 1894-04.

**Motion 07:05:37**

Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1952-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:38**

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 1952-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:39**

Moved by Councillor Majeran that the Town of Stettler Council give permission for third and final reading to Bylaw 1952-07.

MOTION CARRIED  
Unanimous

**Motion 07:05:40**

Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1952-07.

MOTION CARRIED  
Unanimous

(b) Bylaw 1953-07 – Mill Rate Bylaw

This item was dealt with earlier in the meeting under Administration 6(a) – 2007 Operating Budget.

11. **Correspondence:**

(a) AUMA re: Golf Tournament – June 21, 2007

**Motion 07:05:41**

Moved by Councillor Thorogood that correspondence item 11 (a) be accepted for information.

MOTION CARRIED  
Unanimous

12. **Items Added:**

(a) None

Mayor Hunter temporarily recessed the meeting at 7:08 p.m.

Mayor Hunter reconvened the meeting at 7:14 p.m.

13. **In-Camera Session:**

(a) Personnel Matter

(b) Land Development

(c) Ambulance Labor Negotiations

(d) Other Land Related Matters

**Motion 07:05:42**

Moved by Councillor Richards 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 7:14 p.m.

**Motion 07:05:43**

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

MOTION CARRIED  
Unanimous at 8:27 p.m.



14. **Adjournment:**

**Motion 07:05:44**

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

MOTION CARRIED  
Unanimous at 8:27 p.m.

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Mayor

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Director of Finance & Administration