

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, APRIL 19, 2005 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, S. Hurley, G. Majeran, 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 6:32 p.m.

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

**Motion 05:04:19** Moved by Councillor Peeples to approve the agenda as presented with the following addition:

12(a) Leisure Centre Update

MOTION CARRIED  
Unanimous

Councillor Campbell entered the meeting at 6:34 p.m.

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held April 5, 2005

**Motion 05:04:20** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on April 5, 2005 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the April 5, 2005 Minutes

None

(c) Minutes of the Committee of the Whole Meeting held April 12, 2005

**Motion 05:04:21** Moved by Councillor Hurley that the Minutes of the Committee of the Whole held on April 12, 2005 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the April 12, 2005 Minutes

Crows:

Mayor Hunter asked the Town Manager to update Council with respect to whether any research had been done regarding the control of crows. Town Manager R. Stoutenberg informed Council that crows/ravens are a difficult issue.

Ravens are protected by Regulation/Acts and it is difficult to distinguish them from crows. To further complicate the issue, these birds have a spiritual significance to some people.

Other communities contacted have had very limited success in controlling crows. Also, some communities identified employee safety (while removing a nest) to be a real concern.

Administration recommends that crows, on private property are the responsibility of the property owner, and that there are trained pest management companies which can assist property owners, at their own expense. The Town crew will assess and deal with crows/nests on Town property, as needed. Fish and Wildlife representatives have informed the Town that the discharging of a fire arm within 200 meters of any occupied structure is prohibited.

One Stop Business Centre:

Councilor Richards informed Council that the Chamber of Commerce will meet tomorrow morning (April 20<sup>th</sup>), to further discuss becoming a part of the One Stop Business Centre. No members of Council will be in attendance.

- 4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum
- 5. **Delegations:** (a) 8:00 P.M. – Lee Penner/Tim Schmidt re: Presentation Downtown Streetscape Issues/Theme

This item was dealt with later in the meeting.

- 6. **Administration:** (a) Memo re: 2005 Operating Budget & Mill Rate Bylaw 1914-05

Town Manager R. Stoutenberg presented the 2005 Operating Budget and explained that due to Provincial Budget announcements, the school requisitions did not arrive until Monday April 18<sup>th</sup>, causing a delay in the release of the final budget package to Council.

The 2005 Operating Budget is substantially the same as the 3 year Interim Budget approved by Council in December 2004 with a few adjustments for improved forecasting. Generally, residential property assessments increased by a greater percentage than did non-residential values. Overall, taxable assessment increased by \$24.9 million (9.11%), including \$10.6 million due to new growth. The 2005 Operating Budget includes a 3% tax increase for municipal purposes (\$75,400), as well as additional property tax generated from new growth (\$97,700). Town Manager R. Stoutenberg reviewed significant items influencing the 2005 Operating Budget. The amount available for Capital and/or reserve transfer has been increased slightly to \$1,013,870.

Resulting from the Provincial Budget announcement on Wednesday, April 13<sup>th</sup>, the 2005 school requisition was reduced from 2004 levels by \$655 for residential and by \$17,285 for non-residential. In addition, the 2005 senior housing requisition decreased by \$17,177 from 2004.

For Stettler's sample residential property, municipal taxes will increase by \$44, however school and senior requisitions will decrease by \$10 and \$9 respectively bringing the combined tax increase to \$27 or 1.53%. As a result of a significant decrease in the non-residential portion of the school requisition, many non-residential properties will see an overall property tax decrease.

The 2005 Tax Rate Bylaw has one tax rate for all classes of property. Discussion ensued regarding Council's ability, via creating a separate municipal non-residential tax rate, to lessen the amount of combined tax decrease to non-residential properties.

**Motion 05:04:22**

Moved by Councillor Richards that the Town of Stettler Council create a separate municipal tax rate for non-residential property and that the non-residential tax rate be set greater than the residential tax rate by an amount that will raise an additional \$21,640 from the non-residential class.

MOTION DEFEATED (4 - 3)  
Opposed: Mayor Hunter,  
Councillors Thorogood,  
Peeples & Majeran

**Motion 05:04:23**

Moved by Councillor Majeran that the Town of Stettler Council adopt, per Section 242(1) of the Municipal Government Act, the 2005 Operating Budget for the Town of Stettler as presented with expenditures and transfers totaling \$9,375,465.

MOTION CARRIED  
Unanimous

**Motion 05:04:24**

Moved by Councillor Peeples that the Town of Stettler Council give first reading to Bylaw 1914-05.

MOTION CARRIED (4 - 3)  
Opposed: Councillors  
Richards, Campbell & Hurley

**Motion 05:04:25**

Moved by Councillor Thorogood that the Town of Stettler Council give second reading to Bylaw 1914-05.

MOTION CARRIED (4 - 3)  
Opposed: Councillors  
Richards, Campbell & Hurley

**Motion 05:04:26**

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 1914-05.

MOTION CARRIED  
Unanimous

**Motion 05:04:27**

Moved by Councillor Majeran that the Town of Stettler Council give third and final reading to Bylaw 1914-05.

MOTION CARRIED (4 – 3)  
Opposed: Councillors  
Richards, Campbell & Hurley

(b) Memo re: Infrastructure Funding

Town Manager, R. Stoutenberg explained that the Provincial Budget outlines that the Town of Stettler will receive approximately \$6 million in infrastructure funding over the next five years. In 2005, Provincial funding will be \$983,100 and can be used over ten years. The Federal Gas Tax Program will also provide approximately \$94,000 in 2005 and grow to \$313,000 in the fifth year.

Eligible projects include:

- Roads
- Re-Paving
- Bridge Repairs
- Transit
- Sewer Upgrades
- Water Treatment Upgrades
- Recreational Facilities

The existing Streets Improvement Program (\$313,000 a year) and Municipal Water/Wastewater Program (44% of eligible projects) will continue.

The Town of Stettler currently has a three year Capital Budget. To access this new infrastructure funding, a five year capital plan is required. The funding does not have to be matched.

Mayor Hunter requested individual Councillors provide their thoughts, comments or ideas to him by May 15<sup>th</sup>.

Discussion ensued regarding developing a process for the creation of a Capital Plan for this new funding.

**Motion 05:04:28**

Moved by Councillor Thorogood that the Town of Stettler Council direct the Town of Stettler Management Team to develop a five year capital plan for Council's initial consideration on June 14<sup>th</sup> at the Committee of the Whole Meeting.

MOTION CARRIED  
Unanimous

(c) Policy VII-4 re: Purchasing of Goods and Services

Town Manager, R. Stoutenberg reviewed the amendments to the Purchasing of Goods and Services Policy. Amendments are required to clarify that local suppliers are allowed price differentials based on pre-tax pricing. This amendment is necessary because the municipality now gets a full refund of all GST paid.

**Motion 05:04:29**

Moved by Councillor Thorogood that the Town of Stettler Council approve Policy VII-4 as amended April 19, 2005, being the Purchasing of Goods and Services Policy.

MOTION CARRIED  
Unanimous

(d) Planning & Development Services Subdivision Report

Town Manager, R. Stoutenberg reviewed the report prepared by T. Schmidt, Planning & Development Officer.

**Motion 05:04:30**

Moved by Councillor Hurley that the Town of Stettler Council approve the application for subdivision from the County of Stettler with respect to Lot 1, Plan 822 0910, subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements made thereto the Town of Stettler.
3. That the developer enters into a Development Agreement with respect to the provisions Section 655 of the Municipal Government Act Revised Statutes of Alberta, 2000 Chapter M-26 with and to the satisfaction of the Town of Stettler.

MOTION CARRIED  
Unanimous

Mayor Hunter recessed the meeting at 8:00 p.m.

Mayor Hunter reconvened the meeting at 8:09 p.m.

5. **Delegations:**

(a) 8:09 P.M. – Lee Penner/Tim Schmidt re: Presentation Downtown Streetscape Issues/Theme

L. Penner, Director of Parks & Leisure Services and T. Schmidt, Planning Officer entered the meeting at 8:09 p.m.

Administration presented a number of downtown streetscape issues/concepts/themes via power point. Round table discussion ensued regarding likes, dislikes and opinions of various concepts and themes.

L. Penner departed the meeting at 8:55 p.m.

- (e) Input Requested by April 29, 2005 re: Annual Appraisal Lee Penner (18 years) & Tim Schmidt (1 year)

Town Manager, R. Stoutenberg requested Council members provide him with input by Friday, April 29, 2005.

- (f) Memo re: Planning & Development/Bylaw Enforcement/Animal Control

Town Manager, R. Stoutenberg explained that the existing Development Officer's position includes three main areas: Planning & Development, Bylaw Enforcement and Animal Control. The position should concentrate fulltime on Development & Planning issues. Other options for Bylaw Enforcement and Animal Control are recommended. Discussion ensued regarding timing and cost.

**Motion 05:04:31**

Moved by Councillor Richards that the Town of Stettler Council approve Administration's recommendation as follows:

1. To focus Development Officer's Position on development matters.
2. To change the Town's animal control services as follows:
  - (i) Hire animal control services for two 3 hour patrols a week plus emergency service as required and directed by the Development Officer.
  - (ii) To have animal control services provide skunk control.
  - (iii) To encourage citizens to hire private pest control firms to address crow issues on private property.

MOTION CARRIED  
Unanimous

**Motion 05:04:32**

Moved by Councillor Campbell that the Town of Stettler Council approve Administration's recommendation as follows:

1. That \$20,000 is allotted for animal control (2005).
2. That an animal control services contract is implemented for a period of two (2) years so as to lessen long-term additional charges and aid in the progress towards self sufficiency and standardization.

MOTION CARRIED  
Unanimous

(g) May Newsletter Items

- Household Toxic Roundup & Paint Exchange
- Transfer Station/Regional Landfill Hours
- H.Y.C. Awesome Auction
- Heartland Victim Services Annual Golf Tournament
- Crazy Daze/Show & Shine

(h) Bank Reconciliation as of March 31, 2005

**Motion 05:04:33**

Moved by Councillor Peeples that the Bank Reconciliation as of March 31, 2005 be accepted as presented.

MOTION CARRIED  
Unanimous

(i) Statement of Revenue & Expenses as of March 31, 2005

**Motion 05:04:34**

Moved by Councillor Thorogood that the Statement of Revenue & Expenses as of March 31, 2005 be accepted as presented.

MOTION CARRIED  
Unanimous

(j) Statement of Capital Activity as of March 31, 2005

**Motion 05:04:35**

Moved by Councillor Richards that the Statement of Capital Activity as of March 31, 2005 be accepted as presented.

MOTION CARRIED  
Unanimous

(k) Accounts Payable in the amount of \$148,853.80

**Motion 05:04:36**

Moved by Councillor Hurley that Accounts Payable for the period ending April 13, 2005 in the amount of \$148,853.80 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Apr 7
  - Marketing Board Meeting.
  - Beautification Committee Meeting.
- Apr 8
  - County of Stettler Anniversary Tea.
  - Town Office duties.
- Apr 12
  - Committee of the Whole Meeting.
- Apr 13
  - Chamber of Commerce Meeting.
  - Signed declaration for volunteer's week.
- Apr 15
  - Town Office duties.
  - Meeting with Red Deer College and School Board.

(b) Councillor Campbell

- Feb 24 - Stettler Hospital Services Foundation Meeting.
- Mar 16 - Regional Partnership Meeting.
  - Ag. Society Meeting.
- Mar 17 - Municipal Planning Commission Meeting.
- Mar 24 - Parkland Regional Library Board Meeting.
- Mar 29 - Library Board Meeting.
- Apr 3 - Trade Fair Booth
- Apr 18 - Joint Recreation Negotiation Meeting.
  - Library Board Meeting.

(c) Councillor Hurley

- Apr 8 - County of Stettler Anniversary Tea.
- Apr 9 - EMS Awareness Barbecue.
- Apr 12 - Committee of the Whole Meeting.
- Apr 14 - DTHR Health Symposium re: update on ambulance, parent link centers, communication & service plan and breakout groups with ideas development.
- Apr 14 - Parade Meeting re: finalize marshaling area, time, route and organization.

(d) Councillor Majeran

- Apr 8 - Municipal Planning Commission Meeting.
- Apr 12 - Committee of the Whole Meeting.

(e) Councillor Peebles

- Apr 7 - Beautification Committee Meeting.
- Apr 8 - Municipal Planning Commission Meeting.
  - Airport Board Meeting.
- Apr 12 - Committee of the Whole Meeting.
- Apr 15 - Red Deer Meeting re: special areas Water Supply Project and reports from the different water users of the Red Deer River.
- Apr 18 - Joint Recreation Agreement Meeting.
  - Annual Town & Country Museum Meeting.

(f) Councillor Richards

- Apr 8 - Municipal Planning Commission Meeting.
- Apr 9 - Ambulance Manager Performance review.
- Apr 12 - Committee of the Whole Meeting.
- Apr 13 - Chamber of Commerce Meeting.
- Apr 14 - DTHR Health Symposium Meeting.
- Apr 18 - FCSS Board Meeting re: discussion re: Block Parent Program.

(g) Councillor Thorogood

- Apr 7 - Marketing Corporation Meeting.
- Apr 11 - Parks & Leisure Committee Meeting.
- Apr 12 - Committee of the Whole Meeting.
- Apr 18 - PAC Advisory Meeting.
  - FCSS Meeting.



8. **Minutes:**
- (a) Heartland Youth Centre Meeting of March 7, 2005
  - (b) Stettler Airport Meeting on April 8, 2005
  - (c) Red Deer River Municipal Users Group Meeting of March 17, 2005

**Motion 05:04:37**

Moved by Councillor Campbell that the Town of Stettler Council commit to funding the Red Deer River Municipal Users Group based on a levy of \$.50 cents per capita to all participating municipalities in order to be able to develop a communication strategy and to lobby effectively.

MOTION CARRIED  
Unanimous

- (d) Parkland Regional Library Board Meeting of March 24, 2005

**Motion 05:04:38**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) County of Stettler re: Regional Water Transmission Line

**Motion 05:04:39**

Moved by Councillor Richards that the Town of Stettler be a member of the Regional Water Committee for the purpose of investigating the feasibility of the Regional Water Line.

MOTION CARRIED  
Unanimous

- (b) Trail of the Buffalo Notes
- (c) Municipal Energy Management

**Motion 05:04:40**

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

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) Leisure Centre Update
- Town Manager, R. Stoutenberg informed Council that Wooden Construction is completing the storm line relocation that was commenced in late 2004.
- The security fencing is up and large equipment is currently excavating the site.

13. **In-Camera Session:** (a) Informal General Discussion

**Motion 05:04:41**

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 9:58 p.m.

**Motion 05:04:42**

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

MOTION CARRIED  
Unanimous at 10:10 p.m.

14. **Adjournment:**

**Motion 05:04:43**

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

MOTION CARRIED  
Unanimous at 10:10 p.m.

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Mayor

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Director of Finance & Administration