

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 5, 2005 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors S. Hurley, G. Majeran, R. Peeples & L. Thorogood

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Press (1)

Absent: Councillors D. Richards & A. Campbell

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

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

Motion 05:04:01 Moved by Councillor Peeples to approve the agenda with the following addition:

12(a) Trade Fair

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on March 15, 2005

Motion 05:04:02 Moved by Councillor Hurley that the Minutes of the Regular Meeting of Council held on March 15, 2005 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 15, 2005 Minutes

(i) None

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

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

5. **Delegations:** (a) 7:30 P.M. – One Stop Business Center – Alan Willis, Manager Marketing Corporation

This item was dealt with later in the meeting.

6. **Administration:** (a) County of Stettler Housing Authority – 2005 Budget

Town Manager, R. Stoutenberg explained that the 2005 budget requisition to the partners is down from 2004 by approximately 15%. Specifically, the Town's requisition is down by approximately \$17,000. Town Manager, R. Stoutenberg reviewed the memorandum including major operational changes, capital spending and reserve allocations.

Discussion ensued regarding Council's role to accept the budget verses approve the budget.

Motion 05:04:03

Moved by Councillor Majeran that the Town of Stettler Council accept for information the County of Stettler Housing Authority 2005 Budget and the requisition to the Town in the amount of \$109,270 as presented.

MOTION CARRIED
Unanimous

(b) Memo re: Meadowlands Tender Stages 5 & 6A

Town Manager, R. Stoutenberg explained that three tenders were received for the subdivision servicing of Meadowlands Stages 5 and 6A. The low bidder was Gendre Construction who also has the Emmerson Subdivision Servicing contract. As noted in a letter from Tagish Engineering there is some concern of Gendre Construction's ability to finish the contract on time (given the amount of work). It was noted that there is a penalty clause in the tender document that covers late completion.

Discussion ensued regarding the completion dates for the new subdivisions and Council's preferred priorities.

Motion 05:04:04

Moved by Councillor Majeran that the Town of Stettler Council accept Tagish Engineering's recommendation and award the contract for the subdivision servicing of Meadowlands Stages 5 and 6A to Gendre Construction in the amount of \$657,738.14 including a 10% contingency and 7% GST.

MOTION CARRIED
Unanimous

(c) Memo re: Pentagon Structures Project Cost Review

Mayor Hunter declared a possible conflict with respect to the staff recommendation #1 only and informed Council that he would abstain from discussion or voting on staff recommendation #1.

Town Manager, R. Stoutenberg explained that Pentagon Structures has presented the list of cost saving ideas for the new Leisure Centre. Recreation staff has discussed each item and has confidence in changing the following three items.

1. Jensen Contract Flooring Bid - \$8,100 savings
2. Change exterior metal cladding - \$19,350 savings
3. Rink Pro Controls to install HVAC - \$25,000 savings

(Combined savings of \$52,450)

All other items would reduce facility life cycle, increase operating costs, bring product performance below acceptable levels or eliminate facility amenities.

Councillor Majeran assumed the Chair.

Motion 05:04:05

Moved by Councillor Thorogood that the Town of Stettler Council approve cost saving measures in the contract with Pentagon for the construction of the new Leisure Centre as follows:

1. That the Jensen Contract flooring bid of \$341,900 be accepted with a confirmation from Pentagon Structures to cover their bonding requirements. Barr Ryder has recommended this bid be accepted as there were no other bids submitted. This would bring a savings of \$8,100.

MOTION CARRIED
with the abstention of Mayor Hunter

Mayor Hunter resumed the Chair.

Motion 05:04:06

Moved by Councillor Peeples that the Town of Stettler Council approve cost saving measures in the contract with Pentagon for the construction of the new Leisure Centre as follows:

2. Change exterior metal cladding from Butler Shadow Rib to 1.25" X 12" slate blue and white for a cost savings of \$19,350.
3. That Pentagon Structures hire Rink Pro Controls to install HVAC controls. There was no bid through the ACTS Tendering System. The Rink Pro system is in the Recreation Centre and has proved very workable. Cost savings of \$25,000.

MOTION CARRIED
Unanimous

(d) Committee Recommendation re: Purchase of Digital Camera

Town Manager, R. Stoutenberg explained that this camera is for the Fire Department and that 50% of the cost will be paid by the County of Stettler.

Motion 05:03:07

Moved by Councillor Thorogood that the Town of Stettler Council approve the purchase of a Canon digital camera kit with wide angle lens attachment, as originally financed in the 2005 Capital Budget estimated at \$2,000.

MOTION CARRIED
Unanimous

(e) March 23rd Regional Water Meeting Update – Councillors Hurley & Peeples

Councillors Hurley & Peeples and Town Manager, R. Stoutenberg updated Council on the Regional Water Meeting held in Castor on March 23, 2005.

The Town of Stettler was asked to be present at a meeting of stakeholders to the east, including the Towns of Castor and Coronation, the Villages of Veteran, Halkirk and Consort as well as the County of Stettler who are interested in being supplied by Stettler's water system. Securing significant provincial grant funding is a key to their ability and willingness to jointly undertake this project.

The next meeting will be April 27, 2005 at 7:30 p.m. in Castor.

(f) Memo re: Community Grants

Mayor Hunter reviewed the letter from our MLA, Shirley McClellan on future community grants and where these funds should be directed. Several potential community projects were identified and Council discussed their priority.

Motion 05:04:08

Moved by Councillor Thorogood that the Town of Stettler Council inform Shirley McClellan, Deputy Premier, Minister of Finance, M.L.A. Drumheller-Stettler that the Town's priorities for the direction of future community grants is as follows:

1. Leisure Centre
2. Arena/Hall Modernization
3. Daycare/Youth Centre/Library
4. New Ball/Soccer Area
5. West Stettler Park Enhancement/Town Trail Development
6. Ag. Society Relocation
7. Curling Rink Modernization

MOTION CARRIED
Unanimous

(g) Town Manager's Report

Motion 05:04:09

Moved by Councillor Peebles that the Town Manager's Report for the month of March be accepted as presented.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$251,475.92

Motion 05:04:10

Moved by Councillor Hurley that Accounts Payable for the period ending March 30, 2005 in the amount of \$251,475.92 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Mar 16 - Central AB Mayors Meeting.
- Mar 17 - Centennial Celebration Meeting.
- Mar 18 - Town Office duties.
- Mar 21 - Meeting with ATCO re: donation to pool.
- Mar 30 - Leisure Centre ground breaking.
- Apr 2 - Trade Fair shift.

(b) Councillor Campbell

-No report – absent from meeting.

(c) Councillor Hurley

- Mar 17 - Centennial Celebration Meeting.
- Mar 23 - Regional Water Meeting in Castor.
- Mar 30 - Leisure Centre ground breaking.
- Mar 31 - Centennial Meeting re: time-line flow chart.
- Apr 1 - Trade Fair shift.

(d) Councillor Majeran

- Mar 17 - Municipal Planning Commission Meeting.
- Mar 21 - Georgina Lovell Presentation re: Tobacco (Smoke-Free Workplace).

(e) Councillor Peebles

- Mar 17 - Municipal Planning Commission Meeting.
- Red Deer River Municipal Users Group Meeting.
- Mar 21 - Joint Recreation Agreement Meeting.
- Regional Water Strategy Meeting in Castor.
- Apr 2 - Trade Fair booth.
- Apr 3 - Trade Fair booth.

(f) Councillor Richards

-No report – absent from meeting.

(g) Councillor Thorogood

- Mar 21 - FCSS Meeting.
- Heartland Youth Centre Annual General Meeting.
- Mar 29 - Smoking Bylaw Workshop.
- Apr 1 - Trade Fair shift.
- Apr 4 - Parks & Leisure Board Meeting.
- Heartland Youth Centre Board Meeting.

5. **Delegations:**

(a) 7:30 P.M. – One Stop Business Center – Alan Willis, Manager Marketing Corporation

Alan Willis entered the meeting at 7:30 p.m.

Mayor Hunter reminded Council that Committee of the Whole at the meeting held on February 8, 2005 met with the Marketing Corporation Manager, and representatives from the Chamber of Commerce and the Downtown Merchants Association. Committee requested the groups to work together/reorganize, develop a unified framework for marketing and promoting Stettler and present it to Council by March 31, 2005.

A. Willis, Manager, Marketing Corporation introduced and presented the One Stop Business Center proposal entitled New Directions Second Draft dated March 29, 2005.

Discussion ensued regarding the proposed Board Structure, Objectives and the Draft Budget. A. Willis qualified that this Draft Budget is a very rough estimate at this stage.

Mayor Hunter expressed his appreciation to A. Willis for having this report compiled and completed by March 31, 2005.

Mayor Hunter informed Council that this document will be placed on the next Committee of the Whole Meeting agenda for discussion when all members of Council would be present.

A. Willis departed the meeting at 7:50 p.m.

8. **Minutes:**
- (a) Marketing Corporation Meeting of March 3, 2005
 - (b) Heartland Youth Center Meeting of February 7, 2005
 - (c) Municipal Planning Commission Meeting of March 17, 2005
 - (d) Centennial Celebration Meeting of March 17, 2005
 - (e) Stettler Regional Partnership Steering Committee Meeting of March 16, 2005
 - (f) Mayors and Reeves Network Meeting of February 10, 2005
 - (g) Trail of the Buffalo Meeting of March 3, 2005

(to be continued after Public Hearings)

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

9. **Public Hearings:**
- (a) Bylaw 1908-05

Mayor Hunter declared the Public Hearing for Bylaw 1908-05 open at 8:00 p.m.

Present:

Mayor J. Hunter

Councillors S. Hurley, G. Majeran, R. Peebles & L. Thorogood

Press (1)

Public (2)

Mayor Hunter explained that the applicant E-Line Holdings Inc. is requesting that all of Block 31, Plan 430AD adjacent to 62 Street be re-designated from "R-2" General Residential District to "C-2" Highway Commercial District. The purpose of this re-designation is to accommodate a new hotel development.

Mayor Hunter invited comments from interested public.

Mr. Dave Hagen requested clarification of the exact location of the property to be re-designated. Town Manager, R. Stoutenberg clarified the location for the proposed re-designation. Mr. D. Hagen informed Council that his property is across the street and he has no concerns.

There were no other representations heard or made.

Town Manager, R. Stoutenberg advised that no written submissions have been received concerning Bylaw 1908-05.

Mayor Hunter declared the Public Hearing for Bylaw 1908-05 closed at 8:04 p.m.

(b) Bylaw 1909-05

Mayor Hunter declared the Public Hearing for Bylaw 1909-05 open at 8:04 p.m.

Present:

Mayor J. Hunter

Councillors S. Hurley, G. Majeran, R. Peebles & L. Thorogood

Press (1)

Public (1)

Mayor Hunter explained that the County of Stettler is proposing that part of Lot 1, Plan 822 0910 adjacent to 70 Street be re-designated from "P" Public Use Area to "R2" General Residential District. The purpose of this re-designation is to create residential land (approximately 1 acre) that the County can subdivide and donate to the Leisure Centre Fundraising Committee for sale at the auction.

Mayor Hunter invited comments from interested public.

Mr. Rory Christianson, owner of the adjacent property to the south, informed Council that he is opposed to the re-designation because he is concerned that any type of development on this land may harm his view and could affect his future development plans.

There were no other representations heard or made.

Town Manager, R. Stoutenberg advised that no written submissions have been received concerning Bylaw 1909-05.

Mayor Hunter declared the Public Hearing for Bylaw 1909-05 closed at 8:07 p.m.

Mayor Hunter reconvened the regular meeting at 8:07 p.m.

10. **Bylaws:**

(a) Bylaw 1908-05 re: Amend Land Use Bylaw 1797-98

Motion 05:04:11

Moved by Councillor Majeran that the Town of Stettler Council give second reading to Bylaw 1908-05.

MOTION CARRIED
Unanimous

Motion 05:04:12

Moved by Councillor Hurley that the Town of Stettler Council give third and final reading to Bylaw 1908-05.

MOTION CARRIED
Unanimous

- (b) Bylaw 1909-05 re: Amend Land Use Bylaw 1797-98

Motion 05:04:13

Moved by Councillor Peeples that the Town of Stettler Council give second reading to Bylaw 1909-05.

MOTION CARRIED
Unanimous

Motion 05:04:14

Moved by Councillor Thorogood that the Town of Stettler Council give third and final reading to Bylaw 1909-05.

MOTION CARRIED
Unanimous

8. **Minutes (Con't):**

- (h) FSCC Board Meeting of February 28, 2005

- (i) Fire Commission Meeting of March 11, 2005

Motion: 05:04:15

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

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) County of Stettler's 50th Anniversary Tea

- (b) Letter re: Naming of Community Facilities

Mayor Hunter informed Council that no report has been received from the Parks & Leisure Board, and the issue of recognition is still under consideration by the Board.

- (c) Letter re: Smoking Bylaw

- (d) Action on Smoking & Health (ASH)

- (e) ATCO Gas/Electric

- (f) Municipal Affairs – Infrastructure/Regional Partnership

- (g) County of Stettler No. 6 re: Storage Tank Regulatory Authority

Town Manager, R. Stoutenberg informed Council that Administration and the Fire Commission supports delegating for the regulation of petroleum tanks in the Town of Stettler to the Petroleum Tank Management Association of Alberta.

Motion: 05:04:16

Moved by Councillor Peeples that the Town of Stettler Council authorize the Petroleum Tank Management Association of Alberta to use its delegated authority to regulate petroleum tanks in the Town of Stettler.

MOTION CARRIED
Unanimous

- (h) Streets Improvement Program 2005 Grant \$313,560 (Presented by Mayor Hunter)

Motion: 05:04:17

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

MOTION CARRIED
Unanimous

12. **Additions:** (a) Trade Fair

Councillor Peeples expressed that the Town's presentation and representation was excellent and that the staff should be commended. Round table discussion ensued regarding comments that Council members received from the public. Of note, over 100 West Stettler Park surveys were completed. A summary of these responses is being compiled by Recreation Staff.

Mayor Hunter concluded that the Trade Fair was worthwhile and the Town will participate again next year.

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

14. **Adjournment:**

Motion 05:04:18

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

MOTION CARRIED
Unanimous at 8:44 p.m.

Mayor

Director of Finance & Administration