

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 16, 2005 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Deputy Mayor D. Richards, Councillors A. Campbell,
S. Hurley and R. Peeples.

Director of Finance & Administration G. Switenky
Administrative Assistant S. Mayer

Press (2)

Absent: Mayor J. Hunter, Councillor L. Thorogood,
Councillor G. Majeran and Town Manager R. Stoutenberg

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

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

Motion 05:08:08 Moved by Councillor Hurley to approve the agenda as
presented with the following amendments:

Addition

12(a) Appointment of Regional Fire Chief

Deletion

6(c) – Memo re: Subdivision 2005-09
Cassidy Ternes, Riggins, Davidson

Deputy Mayor D. Richards declared a conflict of interest in
respect to Subdivision 2005-09.

As a result of Deputy Mayor Richards declaration there
was not a quorum therefore item 6(c) was tabled to the
September 6, 2005 Regular Council Meeting.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held
August 2, 2005

Motion 05:08:09

Moved by Councillor Campbell that the Minutes of
the Regular Meeting of Council held on August 2,
2005 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the August 2, 2005 Minutes

None

4. **Citizen's Forum:**

(a) No one was present at the Citizen's Forum

5. **Delegations:**

(a) Sgt. Kevin Picard – 7:15 P.M. – Six Month Stats

Sgt. K. Picard entered the meeting at 7:15 p.m.

Sgt. Picard presented the Mayor's Detail Report for the period January to June 2005, which included a Detailed Crime Mid Year Report, Detailed Traffic Mid Year Report, Detailed Crime Yearly Report, Detailed Traffic Yearly Report and the First 6 Months Update. Comparisons were also provided for 2004 vs. 2005. Overall it appeared that violations have decreased in a number of categories within the first six months of 2005 compared to 2004.

Discussion ensued.

Sgt. K. Picard left the meeting at 7:46 p.m.

6. **Administration:**

(a) Memo re: Town/County Service Agreements

Director of Finance & Administration, G. Switenky explained that the two agreements are required to allow the County of Stettler to provide the Town with disaster services, including the provision of a Director of Disaster Services, and to provide employee safety coordination services.

The memo from Town Manager R. Stoutenberg regarding the Town/County Service Agreements was reviewed along with the proposed agreements between the County of Stettler and the Town of Stettler for the County of Stettler to provide Disaster Services and Employee Safety Services to the Town of Stettler.

The estimated yearly costs are \$6,000 for Disaster and \$15,000 for Safety. Rebates under the Partners in Injury Program (WCB) will eventually reduce the cost of the Safety Services. Director of Finance & Administration G. Switenky commented that this method of providing Disaster Services and Employee Safety Services is the most economical and prudent avenue for sharing these positions.

Discussion ensued.

Motion 05:08:10

Moved by Councillor Peebles that the Town of Stettler Council approve the Town/County Service Agreements as follows:

1. Execute the agreement for Disaster Services and appoint Bruce MacKenzie the Director of Disaster Services effective September 1, 2005.
2. Execute the agreement for Employee Safety Services.

MOTION CARRIED
Unanimous

- (b) Memo re: Subdivision 2005-12 – Tagish Engineering for 360174 Alberta Ltd.

Director of Finance & Administration, G. Switenky explained that the purpose of this application is to create thirty-four (34) General Residential parcels inclusive of internal roadways. The proposed lots are to be fully serviced and engineered. The subject lands are located within the Town of Stettler and will be a south west extension of the existing Meadowlands community. The applicant and/or agent shall enter into a Development Agreement with respect to the proposed site. The proposed development is considered as permitted use in R-2 zoning (General Residential). The construction and cost of the roads within the newly created subdivision will be borne by the Developer. Title will not be transferred until all conditions in the Development Agreement have been met. Of note, the Development Agreement requires the Developer to provide an offsite trail extension along the easterly side of the Kelly Quarter to connect with the trail along 44th Avenue. The subdivision will allow the Developer to create separate titles for each unit. Discussion ensued.

Motion 05:08:11

Moved by Councillor Campbell that Subdivision Application 2005-12 re: Tagish Engineering for 360174 Alberta Ltd. to create thirty-four (34) residential parcels as shown on *Figure 1.01* has been evaluated in terms of *Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations* and having considered adjacent landowners(s) submissions, that the application be approved as per the Tentative Plan for the following reasons:

1. That the application is consistent with *Section 7 of the Subdivision and Development Regulations*;
2. The application is consistent with the policies of the *Municipal Development Plan*.
3. There are no major development constraints.
4. That the application is consistent with the policies of the *Town of Stettler S.W. Area Structure Plan*.
5. That Municipal Reserves are addressed as per Development Agreement

Further, in accordance with *Sections 654 and 655 of the Municipal Government Act*, the application is approved 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 the Developer enters into a Development Agreement with respect to the provisions under *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.

3. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements made thereto the *Town of Stettler*.

MOTION CARRIED
Unanimous

- (c) Memo re: Subdivision 2005-09 – Cassidy, Ternes, Riggins & Davidson

Deleted from agenda and tabled to September 6, 2005 Regular Council Meeting.

- (d) Memo re: Subdivision 2005-08 – Wallace & Bonnie McComish

Director of Finance & Administration, G. Switenky reviewed the Subdivision Application summary. The application is to create two residential parcels of ± 278.7m² residential lots for a future multi-family site approved via Town of Stettler Municipal Planning Commission April 8, 2005. Each parcel will house one half of the proposed duplex as per Development Permit #1919-2005. Lots are to be individually serviced. Access to parcels will be via 52nd Street. The subject lands are located within the Town of Stettler and will serve as an infill development for this vacant lot. This application contains minor development constraints. The Subdivision will allow the Developer to create separate titles for each unit. Discussion ensued.

Motion 05:08:12

Moved by Councillor Hurley that Subdivision Application 2005-08 re: Wallace & Bonnie McComish to create two (2) parcels for future residential as shown on the Tentative Plan has been evaluated in terms of *Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations* and having considered adjacent landowners(s) submissions, that the application be approved as per the Tentative Plan for the following reasons:

1. That the application is consistent with *Section 7 of the Subdivision and Development Regulations*;
2. The application is consistent with the policies of the *Municipal Development Plan*.
3. There are no major development constraints.
4. That Municipal Reserve is not owed.

and further, in accordance with *Sections 654 and 655 of the Municipal Government Act*, the application is approved 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 the Developer enters into a Development Agreement with respect to the provisions under *Sec 655 of the Municipal Government Act Revised Statutes of Alberta, 2000 Chapter M-26* with and to the satisfaction of the *Town of Stettler*.

3. That the Developer supplies an individual water & sanitary service to each parcel created as per *Town of Stettler Water Works Bylaw*.
4. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements made thereto the *Town of Stettler*.

MOTION CARRIED
Unanimous

(e) Development Agreement

Director of Finance & Administration, G. Switenky reviewed a memo from Development & Planning Officer T. Schmidt pertaining to a preliminary Development Agreement regarding Canalta Real Estate Services Ltd. proposed 67th Street Commercial Development. The template used in drafting the Development Agreement was acquired from the City of Red Deer Development Services Department and has been redrafted to meet desired development requirements by the Town of Stettler. The warranty period for the construction of major infrastructure is 2 years. This represents a 1-year increase over past practice. The Development Agreement is a condition of the subdivision approved by Town Council on July 19, 2005.

In addition to general servicing requirements the Development Agreement will address the following items:

1. Municipal Reserve dedication of land and/or cash in lieu.
2. Payments by Town & Recovery by Local Improvement Levy.
3. Security Requirements.
4. Offsite Improvement Fees (Wal-Mart – Storm, Sewer, Water).
5. Highway 12 & 67 Street Improvements.

Director of Finance and Administration, G. Switenky reviewed the impact of each item with Council.

Once the document is finalized it will be forwarded to the Developer for execution, or the Developer may want some changes made.

Because of the size of the document if members of Council wish to peruse such it will be available at the Town Office.

Motion 05:08:13

Moved by Councillor Hurley that the Town of Stettler Council approves substantively the draft Development Agreement with Canalta Real Estate Services Ltd. for the 67th Street Commercial Development.

MOTION CARRIED
Unanimous

(f) September Newsletter Items

- H.A.T.S. Performance – September 15 - 17
- Terry Fox Run – September 18
- Household Toxic Fall Roundup – October 6
- Stettler Firefighter's Food Blitz
- Paper Recycling Bins Moved to Transfer Station
- School Zones
- CIB Provincial Awards – September 17th

(g) Update re: Leisure Centre

Director of Finance and Administration, G. Switenky reported that in conversation with the Director of Parks & Leisure Services, L. Penner, that a site meeting was scheduled for tomorrow morning. The project has been slowed down somewhat due to the inclement weather. However, brick work has been started and continues as weather permits.

(h) Statement of Revenue & Expenses as of July 31, 2005

Motion 05:08:14

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

MOTION CARRIED
Unanimous

(i) Statement of Capital Activity as of July 31, 2005

Motion 05:08:15

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

MOTION CARRIED
Unanimous

(j) Accounts Payable in the amount of \$409,087.18

Motion 05:08:16

Moved by Councillor Hurley that Accounts Payable for the period ending August 11, 2005 in the amount of \$409,087.18 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

At this time Sgt. Kevin Picard, R.C.M.P. Detachment Commander, joined the meeting to present the Mayor's Detailed Report from January to June 2005. See item 5(a).

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

No report. Absent from meeting.

(b) Councillor Campbell

-Aug 3 Chamber of Commerce.

(c) Councillor Hurley

- July 20 Ag. Society
- July 21 Centennial Committee.
- July 28 Centennial Committee.
- July 28-Aug 1 Centennial Event
Centennial Committee.
- Aug 15 Ambulance Board.

(d) Councillor Majeran

No report. Absent from meeting.

(e) Councillor Peeples

- Aug 5 Toured the Town with Town Manager checking status on new developments.
- Aug 15 Stettler Town & Country Museum Meeting.

(f) Councillor Richards

- Aug 5 Town Office to sign cheques.
- Aug 11 Met with Town Manager re: Fire Chief position.
- Aug 12 Town Office to sign cheques.
- Aug 12 Met with Town Manager and Consultant to review the Collective Agreement for Ambulance Agreement – present to Board on August 15th.
- Aug 15 Ambulance Board Meeting.

(g) Councillor Thorogood

No report. Absent from meeting.

8. **Minutes:**

Motion 05:08:17

(a) Marketing Corporation Meeting of August 4, 2005

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) None

11. **Correspondence:**

(a) DTHR re: Health Symposiums

Discussion ensued regarding Councillor Hurley's and Richard's intentions to attend the Symposiums.

Motion 05:08:18

Moved by Councillor Peoples to approve the attendance to a maximum of four persons to attend the DTHR Health Symposiums.

MOTION CARRIED
Unanimous

12. **Items Added:**

(a) Appointment of Regional Fire Chief

Director of Finance and Administration, G. Switenky advised that the position of Regional Fire Chief has been accepted by Mark Dennis. Mr. Dennis was one of six candidates interviewed for the position of Regional Fire Chief. Mr. Dennis was scheduled to commence employment on September 1st, however due to his current employment commitments will not start his position as the Regional Fire Chief until September 19, 2005.

Director of Finance and Administration G. Switenky noted that this is an actual employment position vs. a term contract position.

13. **In-Camera Session:**

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

14. **Adjournment:**

Motion 05:08:19

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

MOTION CARRIED
Unanimous at 8:10 p.m.

Mayor

Director of Finance & Administration