

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, AUGUST 4, 2009 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Deputy Mayor Councillor R. Peeples

Councillors A. Campbell, D. Dennis, D. Garbutt, D. Richards &
L. Thorogood

Town Manager R. Stoutenberg
Corporate Secretary C. Smith

Press (2)

Absent:

Assistant CAO G. Switenky

Call to Order:

Deputy Mayor Councillor R. Peeples called the meeting to
order at 6:30 p.m.

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

Motion 09:08:01

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

12(a) Sidewalk – Main Street (North End)

12(b) Automatic Watering System

12(c) Thank You for Repair of Building on Main Street

MOTION CARRIED

Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held July 21,
2009

Motion 09:08:02

Moved by Councillor Thorogood that the Minutes of the
Regular Meeting of Council held on July 21, 2009 be
approved as presented.

MOTION CARRIED

Unanimous

(b) Business Arising from the July 21, 2009 Minutes

- Recruitment Committee Expenditures

(c) Minutes of the Special Council Meeting held July 21,
2009

Motion 09:08:03

Moved by Councillor Richards that the Minutes of the
Special Meeting of Council held on July 21, 2009 be
approved as presented.

MOTION CARRIED

Unanimous

(d) Business Arising from the Special July 21, 2009 Minutes

None

4. **Citizen's Forum:**

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

5. **Delegations:**

(a) None

6. **Administration:**

(a) Memo re: Tax Public Auction Date

Town Manager, R. Stoutenberg reported that Section 418 of the *Municipal Government Act* states that the Public Auction must be held between April 1, 2009 and March 31, 2010. There are currently two residential properties in the 2009 tax recovery process; having taxes originally outstanding in any or all of the following years 2006, 2007 & 2008.

Under Section 419 of the *Municipal Government Act* Council must set: a reserve bid that is as close as reasonably possible to the market value of the parcel, as well as any conditions that apply to the sale.

The tax recovery process can be stopped by payment of all tax arrears prior to the sale.

It was also noted that a municipality may enter into an agreement with the owner of a parcel of land shown on the Tax Arrears List providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale, unless the agreement is breached. Additionally, current year taxes are required to be paid in full and kept in a current state or the agreement will be considered breached.

The Town may apply for ownership of the property if it is not sold at the public auction.

Should the Town take title to a property the property owner can regain the title if all taxes are paid before the Town sells the property.

Motion 09:08:04

Moved by Councillor Thorogood that the Town of Stettler Council set the 2009 Tax Public Auction date as October 26, 2009 and approve using the 2009 assessment values as the reserve bids for all 2009 tax sale properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

(b) Memo re: Tax Public Auction Date for Designated Manufactured Homes

Town Manager, R. Stoutenberg noted that Section 436.09 of the *Municipal Government Act* states that the Public Auction must be held between April 1, 2009 and March 31, 2010. There is currently one mobile home in the 2009 tax recovery process for designated Manufactured Homes (having taxes outstanding since 2008).

Under Section 436.1 of the *Municipal Government Act* Council must set: a reserve bid that is as close as reasonably possible to the market value of the designated manufactured home, as well as any conditions that apply to the sale.

The tax recovery process can be stopped by payment of all tax arrears prior to the sale.

It was also noted that a municipality may enter into an agreement with the owner of a parcel of land shown on the Tax Arrears List providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale, unless the agreement is breached. Additionally, current year taxes are required to be paid in full and kept in a current state or the agreement will be considered breached.

The Town may apply for ownership of the designated manufactured home if it is not sold at the public auction.

Should the Town take title to a designated manufactured home the property owner can regain the title if all taxes are paid before the Town sells the property.

Motion 09:08:05

Moved by Councillor Garbutt that the Town of Stettler Council set the 2009 Tax Public Auction date as October 26, 2009 and approve using the 2009 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

(c) Recommendation re: Fencing Tender Award

Town Council reviewed the memorandum from Director of Operational Services, J. Keith regarding the Recreational Park Chain Link Fence Construction tender.

The proposed budget for the three ball diamonds for the Sports Park is \$86,600.

Three bids were received as follows:

Q & Q Fencing	\$76,773.27
Rite-Way Fencing Inc.	\$74,743.44 (corrected)
Jack's Mustang Service	\$44,596.60

Staff is recommending awarding the contract to Jack's Mustang Service.

Motion 09:08:06

Moved by Councillor Richards that the Town of Stettler Council approve the fencing tender award to Jack's Mustang Service at a cost of \$44,596.60 (tax in).

MOTION CARRIED
Unanimous

(d) Memo re: 2009 Voting Procedures

Town Manager, R. Stoutenberg reviewed the memorandum which advises that in accordance with the *Local Authorities Election Act* Town Council has the option to appoint a Returning Officer for the 2009 By-Election Election. Town Council also has the authority to vary certain procedures relating to a general election (with advanced notice).

Discussion ensued regarding various election procedural options presented.

Motion 09:08:07

Moved by Councillor Thorogood that in accordance with the *Local Authorities Election Act*, the Town of Stettler Council approves the appointment of Greg Switenky to be the Returning Officer for the Town of Stettler 2009 By-Election, and further approves the following procedural items permitted under the *Local Authorities Election Act* for the Town of Stettler 2009 By-Election process:

1. Provide for the holding of an advanced vote. The Returning Officer must determine the day(s) and hours when the advanced vote is to be held.
2. Provide for the attendance of 2 deputies at the residence of an elector, during the hours an advanced voting station is open or at other times as may be fixed by resolution, in order to take the votes of an elector who, because of physical incapacity, is unable to attend a voting station or an advanced voting station to vote.
3. Authorize the Returning Officer to designate the following locations for institutional voting stations: Willow Creek, Heart Haven, Paragon Place, the Stettler Health Centre (Hospital), Auxiliary Hospital and the Hospital Nursing Home and any other location determined necessary by the Returning Officer.

MOTION CARRIED
Unanimous

(e) Appointment List – Replacements Required for Mayor Hunter's Committees

Town Manager, R. Stoutenberg reviewed Council Board and Committee appointments that will need to be adjusted due to the resignation of Jim Hunter as Town of Stettler Mayor on July 21, 2009.

Discussion ensued on Board and Committee appointments.

Motion 09:08:08

Moved by Councillor Campbell that the Town of Stettler Council approve the amended Board and Committee appointments as follows:

Municipal Emergency Management Agency – All Council
CAEP – Deputy Mayor/Alternate
Board of Trade – Councillor Richards
Affordable Housing – Councillor Dennis
Physician Recruitment/RHA Liaison – Councillor Thorogood

MOTION CARRIED
Unanimous

(f) Town Manager's Report

Motion 09:08:09

Moved by Councillor Garbutt that the Town of Stettler Council accept the Town Manager's Report for the month of July as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$583,497.73

Motion 09:08:10

Moved by Councillor Dennis that Accounts Payable in the amounts of (\$420,303.39 \$161,921.18 & \$1,273.16) for the period ending July 29, 2009 for a total amount of \$583,497.73 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Councillor Campbell

- July 24 - Welcomed Communities In Bloom judges, signed cheques and met with Town Manager, R. Stoutenberg.

(b) Councillor Dennis

- No meetings to report.

(c) Councillor Garbutt

- No meetings to report.

(d) Councillor Peebles

- July 29 - Met with Keith Ryder re: new and old developments.
 - Red Deer River Municipal Users Group.
- Aug 4 - Meeting with Town Manager, R. Stoutenberg.

(e) Councillor Richards

- July 24 - Sports Park Fundraising Meeting.

(f) Councillor Thorogood

- July 22 - Stettler Health Services Legion Donation (Poppy Fund).
- July 23 - Picked up Communities In Bloom judges and hosted a barbeque.
- July 24 - Sports Park Fundraising Meeting.

8. Minutes:

(a) Heartland Beautification Committee Meeting of July 2, 2009

Motion 09:08:11

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

MOTION CARRIED
Unanimous

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

10. **Bylaws:** (a) 1988-09 re: Emergency Management Agency

Town Manager, R. Stoutenberg advised that Bylaw 1988-09 is to establish a Municipal Emergency Management Agency Bylaw as requested by the Provincial EMA Officer and the Director of Emergency Management.

It was noted that an annual meeting will be held each year in late fall (November) to discuss procedures.

Motion 09:08:12 Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 1988-09.

MOTION CARRIED
Unanimous

Motion 09:08:13 Moved by Councillor Thorogood that the Town of Stettler Council give second reading to Bylaw 1988-09.

MOTION CARRIED
Unanimous

Motion 09:08:14 Moved by Councillor Dennis that the Town of Stettler Council give permission for third and final reading to Bylaw 1988-09.

MOTION CARRIED
Unanimous

Motion 09:08:15 Moved by Councillor Garbutt that the Town of Stettler Council give third and final reading to Bylaw 1988-09.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) 3rd National Water Efficiency and Conservation Conference

(b) County of Stettler re: Rural Water Servicing Strategy

Deputy Mayor R. Peebles and Town Manager, R. Stoutenberg will attend the public meeting on Monday, August 17, 2009 at the Botha Community Hall. Beef on a bun will be provided at 6:00 p.m. with the presentation beginning at 7:00 p.m.

(c) County of Stettler re: Expression of Interest to Receive Potable Water Connection(s)

Motion 09:08:16 Moved by Councillor Richards that correspondence items 11(a) to 11(c) inclusive be accepted for information.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Sidewalk – Main Street (North End)

Discussion ensued on a business on the north end of Main Street that is dissatisfied with the condition of the sidewalk in front of their business. It was noted that Proform will be working on the sidewalk shortly.

(b) Automatic Watering System

It was questioned if an automatic watering system could be installed for the trees and planters on Main Street. Town Manager, R. Stoutenberg stated that it would be a challenge to install the watering system.

Development Officer, Wes Holowachuk and Development Contractor Dave Dittrick entered the meeting at 7:51 p.m.

(c) Thank You for Repair of Building on Main Street

A thank you will be relayed to the Bylaw Officer for his involvement in having repairs done to the building at 4928 - 50 Street.

13. In-Camera Session:

(a) Draft Annexation Report

Motion 09:08:17

Moved by Councillor Garbutt that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 7:55 p.m.

Motion 09:08:18

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

MOTION CARRIED
Unanimous at 8:30 p.m.

14. Adjournment:

Motion 09:08:19

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

MOTION CARRIED
Unanimous at 8:32 p.m.

Mayor

Assistant CAO