

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 19, 2006 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 (2)
Public (1)

Absent: Councillors A. Campbell & D. Richards

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

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

Motion 06:12:19 Moved by Councillor Thorogood to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held December 5, 2006

Motion 06:12:20 Moved by Councillor Hurley that the Minutes of the Regular Meeting of Council held on December 5, 2006 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the December 5, 2006 Minutes

None

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

5. **Delegations:** (a) 7:15 P.M. – Alan Willis, Marketing Manager re: Stettler Regional Board of Trade & Community Development 2007 Budget

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Bad Debt Write-Off

Director of Finance & Administration, G. Switenky noted that Policy VII-5(b), Collection of and Write-off of Bad Debt Accounts requires the Director of Finance & Administration to present a Statement of the Bad Debt write-offs to Town Council prior to December 31st each year. Town Council is required to authorize the write-off of accounts in excess of \$300. The Director of Finance & Administration is also required to disclose the total dollar value of Bad Debts under \$300 that will be written off. It was noted that collection activity procedures will continue after an account has been written off.

Motion 06:12:21

Moved by Councillor Thorogood that the Town of Stettler Council approve the 2006 Bad Debt Write-Offs of eleven (11) accounts totaling \$10,006.10.

MOTION CARRIED
Unanimous

(b) Memo re: Pepsi Signage Proposal

Town Manager, R. Stoutenberg advised that Pepsi has offered to renew (one year early) the exclusive product rights contract with the Town of Stettler. The changes in the facility (SRC) and the deterioration of the marquee sign along 44th Avenue have prompted immediate attention.

Discussion ensued regarding the timely installation of a new and improved sign, the obligation of the Town to exclusively use Pepsi products in all facilities (for an annual financial contribution of \$7,500 as well as pricing discounts), the quoted cost of a "Pepsi" marquee sign (being \$24,467 versus the \$30,000 contribution), the 7 year term of the contract and nature of this renewal being a single source re-negotiation.

It was noted that the annual financial contribution from Pepsi incorporates into the Town's operational budget and is used to reduce the overall deficit on the facility.

Motion 06:12:22

Moved by Councillor Majeran that the Town of Stettler Council approves:

1. Accepting the Pepsi contract proposal as adjusted to 7 years @ \$7,500 per year. In addition, \$10,000 per year in each of the first three years towards providing a digital Pepsi marquee sign.
2. Interim funding of the full \$30,000 for the marquee sign through the 2007 capital budget so it can be installed in January 2007 with subsequent contributions to be received from Pepsi during the three years 2007 to 2009.

MOTION CARRIED
Unanimous

(c) Discussion re: School Bus Parking

The issue of considering whether current Town bylaw(s) should be amended to allow the parking of school buses in residential zones was referred from the previous Council Meeting (December 5th, 2006).

Mayor Hunter informed Council that as a follow-up to the information presented at the last meeting he and Town Manager R. Stoutenberg visited the Clearview School Division bus repair shop and discussed parking options/issues/concerns with their service mechanics. He also informed Council that subsequent to the meeting he received a phone call from a local bus driver who supports the current bylaw.

Discussion ensued regarding various Council Members contacts with members of the public since the last meeting (related to this issue).

It was clarified that the source of the present request for a reconsideration of the parking provisions in current Town bylaw(s) is from affected Town residents rather than the Clearview School Division (whose request was previously denied by Council).

Round table discussion continued regarding whether Council should consider a bylaw amendment to allow school bus parking in residential zones.

Motion 06:12:23

Moved by Councillor Majeran that the Town of Stettler Council direct Administration to prepare an exemption in the appropriate Town bylaw(s) to allow school bus parking in residential zones.

MOTION DEFEATED (4 – 1)
Opposed: Mayor Hunter,
Councillors Hurley, Thorogood
& Peeples

(d) Alberta Permit Pro Contract Revision

Town Manager, R. Stoutenberg informed Council that Alberta Permit Pro has agreed to amend Schedule "A" of the current contract (for the provision of Safety Code inspections) to increase the municipal share of the new \$5.00 permit fee (per \$1,000 of construction value) from 25% to 30%.

This item is presented for information purposes only.

(e) January Newsletter Items

- Mayor's New Year Message
- Promote Fitness Centre
- Curling Club Bonspiel Dates
- 2007 Dog & Cat Tags Due
- Kinette Club Mixed Sno-Pitch Tournament – Feb 24
- Bull Congress – Jan 26 & 27

(f) Bank Reconciliation as of November 30, 2006

Motion 06:12:24

Moved by Councillor Peeples that the Bank Reconciliation as of November 30, 2006 be accepted as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$670,510.65

Motion 06:12:25

Moved by Councillor Thorogood that Accounts Payable for the period ending December 14, 2006 in the amount of \$670,510.65 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

-Dec 18 - Stettler Library Board Meeting.

(b) Councillor Campbell

-No report – absent from meeting.

(c) Councillor Hurley

-Dec 11 - FCSS Board Meeting.

-Dec 13 - Physician Recruitment.

(d) Councillor Majeran

-Dec 11 - FCSS Board Meeting.

-Dec 15 - Regional Fire Commission Meeting.

(e) Councillor Peeples

-Dec 1 - Waste Management Executive & General Meeting.

-Dec 5/6 - Worked at Museum Casino in Red Deer.

-Dec 15 - Stettler Airport Board Meeting as alternate for Al Campbell.

(f) Councillor Richards

-No report – absent from meeting.

(g) Councillor Thorogood

-Nov 28 - Operating Budget Meeting.

-Dec 13 - Regional Board of Trade & Community Development Meeting.

5. **Delegations:**

(a) 7:15 P.M. – Alan Willis, Marketing Manager re: Stettler Regional Board of Trade & Community Development 2007 Budget

Alan Willis, Marketing Manager and Edna Stuart, President entered the meeting at 7:25 p.m.

A. Willis thanked Council for their support and continued funding in 2007. He highlighted the Board's overall direction and outlined some broad plans for 2007. It is anticipated that the Board will end 2006 with a net budget surplus.

Discussion ensued regarding the operational impacts and challenges related to the withdrawal of funding and participation from the County of Stettler (\$20,000).

Mayor Hunter thanked A. Willis and E. Stuart for attending the meeting and providing Council with an overview of their 2007 plans.

Motion 06:12:26

Moved by Councillor Thorogood that the Town of Stettler Council accept the Stettler Regional Board of Trade & Community Development 2007 Budget as presented.

MOTION CARRIED
Unanimous

A. Willis & E. Stuart departed the meeting at 7:35 p.m.

8. **Minutes:**
- (a) Stettler Waste Management Authority Meeting of December 1, 2006
 - (b) Red Deer River Municipal User Group Meeting of November 30, 2006
 - (c) Stettler Recycling Committee Meeting of November 15, 2006

Motion 06:12:27

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) 1942-06 re: Water Rates

Town Manager, R. Stoutenberg reviewed the amendment to the Town of Stettler water rates as proposed:

<u>1. Metered Rates</u>	<u>Jan 1/07</u>	<u>Jan 1/08</u>	<u>Jan 1/09</u>	<u>Jan 1/10</u>
In-Town Customer - Variable Component Consumption per m ³	\$1.0808	\$1.1717	\$1.2626	\$1.3465
In-Town Customer - Fixed Component Flat Fee Per Month	\$10.00	\$10.00	\$10.00	\$10.00
Hwy 12/21 Agreement - Consumption per m ³	\$0.9913	\$0.9804	\$0.9804	\$0.9804
Village of Botha/Gadsby Incl. Reservoir Component Consumption per m ³	\$1.1830	\$1.2661	\$1.3492	\$1.3492

It was stated that these new rates are necessary to keep pace with rising costs. Water rates for all customers have been computed utilizing the approved 2007 Interim Operating Budget and a Water Rate Model prepared by Dave Campbell, of Campbell Ryder Associates; to be in accordance with relevant Alberta Energy & Utility Board (AEUB) methodology.

It was noted that the rates for the Town and Botha have been phased-in.

Motion 06:12:28

Moved by Councillor Hurley that the Town of Stettler Council give first reading to Bylaw 1942-06 as presented.

MOTION CARRIED
Unanimous

Motion 06:12:29

Moved by Councillor Majeran that the Town of Stettler Council give second reading to Bylaw 1942-06 as presented.

MOTION CARRIED
Unanimous

Motion 06:12:30

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 1942-06 as presented.

MOTION CARRIED
Unanimous

Motion 06:12:31

Moved by Councillor Peebles that the Town of Stettler Council give third and final reading to Bylaw 1942-06 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

(a) Letter re: Emergency Response Invoice

Town Council reviewed correspondence from Kathryn McWhirter & Rachel Whitehead regarding an emergency response invoice from the Town.

Discussion ensued regarding the standard response protocol for an E-911 fire call within Town Limits.

Discussion continued regarding the lack of insurance coverage/policy carried by the owner of the vehicle.

Motion 06:12:32

Moved by Councillor Hurley that the Town of Stettler deny the request from Kathryn McWhirter & Rachel Whitehead to reduce the amount invoiced for an emergency response and further advise them that the Town will accept a reasonable series of payments to satisfy the outstanding account.

MOTION CARRIED
Unanimous

(b) West Park Estates Condominium Association

Town Manager, R. Stoutenberg reviewed correspondence from residents of the West Park Estates regarding the future plans for the West Park pond and drainage creek.

Town Manager, R. Stoutenberg will discuss the Town's future plans with the West Park Estates Condominium Association.

(c) Parkland Regional Library

Town Manager, R. Stoutenberg advised that the Parkland Regional Library is requesting clients to fill out and return a satisfaction survey. This type of survey is mandated by Alberta Community Development.

The brief survey will be referred to Councillor Campbell (appointee) for completion.

(d) Red Deer River Municipal User Group re: Water License Applications

(e) Alberta Municipal Health & Safety Association

Town Manager, R. Stoutenberg advised that the Town is now Safety Certified (for the next 3 years). WCB rates will be reduced by approximately 15% per year based on this recognized certification.

Mayor Hunter commended Town Manager, R. Stoutenberg and the entire staff for their effort and commitment towards safety.

Motion 06:12:33

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

MOTION CARRIED
Unanimous

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

Mayor Hunter reconvened the meeting at 8:10 p.m.

12. Items Added: (a) None

13. In-Camera Session: (a) Land Development Agreement

Motion 06:12:34

Moved by Councillor Peoples 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 item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 8:10 p.m.

Motion 06:12:35

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

MOTION CARRIED
Unanimous at 8:40 p.m.

Mayor Hunter wished everyone a Merry Christmas.

14. **Adjournment:**

Motion 06:12:36

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

MOTION CARRIED
Unanimous at 8:40 p.m.

Mayor

Director of Finance & Administration