

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 21, 2006 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 6:30 p.m.

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

Motion 06:11:17 Moved by Councillor Richards to approve the agenda as presented with the following additions:

- 13(a) In-Camera – Personnel Matters
- 13(b) In-Camera – Regional Water Agreement

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held November 7, 2006

Motion 06:11:18 Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on November 7, 2006 be approved as amended as follows:

**Motion 06:11:09 respecting the decision to read:
Motion Carried (5 – 2)
Opposed: Councillors Majeran & Peeples**

MOTION CARRIED
Unanimous

- (b) Business Arising from the November 7, 2006 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting held November 14, 2006

Motion 06:11:19 Moved by Councillor Peeples that the Minutes of the Committee of the Whole Meeting held on November 14, 2006 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business Arising from the November 14, 2006 Committee Minutes

Mayor Hunter informed Council members that the Ag. Society has tabled the Land Development/Land Sale matter until their spring session.

4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum
5. **Delegations:** (a) 7:30 P/M. – Lee Penner, Director of Parks & Leisure Services re: Proposed Ball/Soccer Facility

This item was dealt with later in the meeting.

6. **Administration:** (a) Committee Recommendations
- (i) Council Committee Analysis

Motion 06:11:20

Moved by Councillor Thorogood that the Town of Stettler Council approve the Committee Classification System and the Committee Guiding Principles.

MOTION CARRIED
Unanimous

- (ii) Meadowlands Phase VII Development Opportunity – Request for Proposals

Motion 06:11:21

Moved by Councillor Hurley that the Town of Stettler Council approve the Meadowlands Phase VII Development Opportunity Request for Proposals as presented.

MOTION CARRIED
Unanimous

- (b) Request for Decision re: Amend Policy IV-1

Town Manager, R. Stoutenberg informed Council that the policy amendment was reviewed by Council on November 7, 2006 and was referred back to Administration for additional clarification and/or interpretation.

Discussion ensued regarding the proposed Building Permit Fee increase to \$5.00 per \$1,000 of construction value to a maximum of \$1 million and \$3.00 per \$1,000 of construction value thereafter. It was noted that the fee charged by Alberta Permit Pro (for the provision of Safety Code Inspections) is 75% of the permit value.

Discussion continued regarding the pros and cons of the Town performing inspections on their own.

Motion 06:11:22

Moved by Councillor Majeran that the Town of Stettler Council approve the amendment to Policy IV-1 as presented.

MOTION CARRIED (6 – 1)
Opposed: Councillor Campbell

- (c) Appointment of Carol Nixon to the County of Stettler Housing Authority

Town Manager, R. Stoutenberg explained that there has been a vacant position on the County of Stettler Housing Authority for nearly one year.

Carol Nixon has agreed to serve on this voluntary Board.

Motion 06:11:23

Moved by Councillor Majeran that the Town of Stettler Council approve the appointment of Carol Nixon to the County of Stettler Housing Authority.

MOTION CARRIED
Unanimous

(d) Memo re: Town & County Fire Agreement

Town Manager, R. Stoutenberg explained that the Town & County Fire Agreement will expire on December 31, 2006. He stated that Fire Chief, Mark Dennis has reviewed the agreement and has no changes at this time other than to increase the annual fee for inflation.

Item #5 of the current agreement allows for the Town of Stettler to recover costs for providing administrative services for the Fire Department. The existing annual fee of \$1,600 charged to the County of Stettler for the administrative services has been in place since January 1998. Since that time work load, wages and cost of supplies have increased significantly. In consultation with other staff members, our best conservative guess is that approximately 62 hours per year are allocated towards Fire Department matters.

Discussion ensued regarding whether the revised fee estimate was enough.

Motion 06:11:24

Moved by Councillor Peebles that the Town of Stettler Council approve to increase the current annual fee of \$1,600 to reflect the increase in work volume and support staff wages as follows:

62 hours X \$35.00/per hr.	\$2,170.00
Supplies a Nominal Fee of	<u>\$ 230.00</u>
	\$2,400.00

MOTION CARRIED
Unanimous

(e) December Newsletter Items

- Mayor's Christmas Message
- Main Street Christmas Tree Donation
- No Left Turns at Main Street Christmas Tree
- Night Before the Night Before – Dec 23/06
- Christmas Store Hours
- 2007 Dog Tags
- Transfer Station/Landfill Hours/Garbage Pickup
- Gord Banford Concert – December 31, 2006

(f) Bank Reconciliation as of October 31, 2006

Motion 06:11:25

Moved by Councillor Thorogood that the Bank Reconciliation as of October 31, 2006 be accepted as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$236,364.23

Motion 06:11:26

Moved by Councillor Peeples that Accounts Payable for the period ending November 15, 2006 in the amount of \$236,364.23 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Nov 8 - Meeting with RCMP – Peter Clark & interview with CBC Radio.
- Nov 10 - Town Office duties.
- Nov 11 - Remembrance Day Service.
- Nov 14 - Rural Development Committee Meeting.
- Committee of the Whole Meeting.
- Nov 15 - Town/School Board Joint Building Meeting.
- Ag. Society General Meeting.
- Nov 17 - Town Office duties.

(b) Councillor Campbell

- Nov 14 - Committee of the Whole Meeting.
- Nov 15 - Stettler Health Services Foundation Meeting.
- Nov 16 - Municipal Planning Commission Meeting.
- Nov 20 - Library Board Meeting.

(c) Councillor Hurley

- Nov 20 - FCSS Funding Request Meeting.

(d) Councillor Majeran

- Nov 9 - Stettler Housing Authority Meeting re: Budget Preparation.
- Nov 14 - Committee of the Whole Meeting.

(e) Councillor Peeples

- Nov 9 - Red Deer River Municipal Users Group General Meeting.
- Nov 14 - Committee of the Whole Meeting.
- Nov 16 - Municipal Planning Commission Meeting.

(f) Councillor Richards

- Nov 14 - Committee of the Whole Meeting.
- Nov 15 - Town/School Board Joint Building Meeting.
- Nov 16 - Municipal Planning Commission Meeting.

(g) Councillor Thorogood

- Nov 14 - Rural Development Committee Meeting.
- Committee of the Whole Meeting.
- Nov 20 - FCSS Funding Request Meeting.
- FCSS Meeting with Public Trustee re: New Acts for Guardianship & Personal Directives and Funding for Information Referrals.

8. **Minutes:**

- (a) Heartland Beautification Meeting of November 2, 2006
- (b) East Central Alberta Regional Water Meeting of November 1, 2006
- (c) Stettler Recycling Committee Meeting of October 18, 2006
- (d) Red Deer River Municipal User Group Meeting of September 21, 2006
- (e) Parkland Regional Library Board Meeting of September 7, 2006
- (f) Municipal Planning Commission Meeting of November 16, 2006

Motion 06:11:27

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

Mayor Hunter, with the mutual consent of Council varied the order of the agenda to consider Item 11 correspondence at this time.

11. **Correspondence:**

- (a) Town of Stettler & County of Stettler Inter-Municipal Development Plan

Town Manager, R. Stoutenberg advised that the County of Stettler has given notice that they intend to repeal Bylaw 1252-04 – the Town of Stettler and County of Stettler No. 6 Inter-Municipal Development Plan (IDP) effective February 1, 2007. They stated further that they look forward to working with the Town to develop a plan that meets the needs of both municipalities.

- (b) Calgary Could Face Water Shortage

- (c) Stettler & District Music Festival Association Scholarship Committee

It was stated that the Town does not usually provide financial support to this Association. Administration will contact Carrie Kuefler regarding the group's current financial status.

- (d) Letter from Tax Payer re: Rescue Unit

- (e) Alberta Community Development

Lee Penner, Director of Parks & Leisure Services will be asked to canvass looking for interested volunteers willing to explore further the possibility of submitting a bid for the right to host the 2009 Alberta 55 Plus Winter or Summer Games in Stettler.

- (f) Alberta Health & Wellness re: Ground Ambulance Services

Town Manager, R. Stoutenberg advised that the Provincial Government will provide the Town with the same level of funding for ambulance services in 2007/2008 as they did in 2006/2007 being \$86,800.

Motion 06:11:28

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

MOTION CARRIED
Unanimous

5. **Delegations:**

- (a) 7:30 P/M. – Lee Penner, Director of Parks & Leisure Services re: Proposed Ball/Soccer Facility

Lee Penner, Director of Parks & Leisure Services entered the meeting at 7:30 p.m.

Mayor Hunter welcomed Lee Penner, Director of Parks & Leisure Services to the meeting.

L. Penner provided a brief background/history of the proposed Kelly Quarter Sports Park concept.

The new proposed site plan was reviewed, including two soccer fields and four ball diamonds. It was highlighted that the soccer fields will also serve as 24 hour storm retention facilities and will include berms which will enhance spectator viewing.

Discussion ensued regarding various site details as presented including access, parking/RV's, pathway connectivity and field dimensions/orientation.

It was noted that the new Parks & Open Spaces Master Plan recommends these facilities as an immediate need.

Town Manager R. Stoutenberg advised that a community input process should be undertaken to assess overall support for the design.

Motion 06:11:29

Moved by Councillor Thorogood that the Town of Stettler Council approve the Director of Parks & Leisure Services recommendation as follows:

1. To hold an Open House with user groups for final approval of the Kelly Quarter Sports Park Design.
2. Begin fundraising and budgeting to see the first phases completed in time for land sales of other ball park property.
3. Complete the green space for marketing of property in adjacent residential.

MOTION CARRIED
Unanimous

Mayor Hunter thanked L. Penner, Director of Parks & Leisure Services for attending the meeting and for his informative presentation.

L. Penner departed the meeting at 8:00 p.m.

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

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

10. **Bylaws:**

(a) Memo re: Bylaw 1941-06 – Highway Traffic Act

Town Manager, R. Stoutenberg reviewed the memorandum prepared by Don Elliott, Bylaw Officer.

The proposed new Traffic Bylaw incorporates suggestions from the RCMP and has been reviewed by the Town's legal counsel (Brownlee LLP). Revisions/changes from the existing Traffic Bylaw 1647 were highlighted on an item by item basis.

It was noted that these relatively minor changes will improve enforcement/compliance (performed primarily on a complaint basis). It was noted that educating the public with respect to the Town's Traffic Bylaw is still the preferred route.

Discussion ensued regarding the general prohibition of large vehicles, buses and private trailers from being parked on roads in residential areas.

Motion 06:11:30

Moved by Councillor Hurley that the Town of Stettler Council give first reading to Bylaw 1941-06.

MOTION CARRIED
Unanimous

Motion 06:11:31

Moved by Councillor Peeples that the Town of Stettler Council give second reading to Bylaw 1941-06.

MOTION CARRIED
Unanimous

Motion 06:11:32

Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 1941-06.

MOTION CARRIED
Unanimous

Motion 06:11:33

Moved by Councillor Majeran that the Town of Stettler Council give third and final reading to Bylaw 1941-06.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None

13. **In-Camera Session:** (a) Personnel Matters

(b) Regional Water Agreement

Motion 06:11:34

Moved by Councillor Richards 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 addition of the In-Camera items.

MOTION CARRIED
Unanimous at 8:50 p.m.

Motion 06:11:35

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

MOTION CARRIED
Unanimous at 9:25 p.m.

14. **Adjournment:**

Motion 06:11:36

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

MOTION CARRIED
Unanimous at 9:25 p.m.

Mayor

Director of Finance & Administration