

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 19, 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.

Councillor Richards thanked members of Council and
Administration for their kind thoughts and condolences.

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

Motion 06:09:15 Moved by Councillor Richards to approve the agenda as
presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

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

Motion 06:09:16 Moved by Councillor Campbell that the Minutes of
the Regular Meeting of Council held on September 5,
2006 be approved as presented.

MOTION CARRIED
Unanimous

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

None

(c) Minutes of the Committee of the Whole Meeting held
September 12, 2006

Motion 06:09:17 Moved by Councillor Peeples that the Minutes of the
Committee of the Whole Meeting held on September
12, 2006 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the September 12, 2006
Committee of the Whole Minutes

None

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

5. **Delegations:** (a) 8:00 P.M. – Sgt. Kevin Picard re: 6 Month Review

This item was dealt with later in the meeting.

Councillors Majeran & Thorogood entered the meeting at 6:35 p.m.

6. **Administration:** (a) Memo re: AUMA 2006 Convention Policy & Resolutions Handbook

Town Manager R. Stoutenberg informed Council that AUMA Convention delegates will not receive a copy of the Policy and Resolutions Handbook until they arrive at the Convention. However, a copy (112 pages) can be downloaded and printed from the web at www.munilink.net. Should Members of Council require assistance to access a copy of any or all of the Handbook/Resolutions they are to contact the Town Manager.

Discussion ensued regarding various sponsored resolutions.

- (b) Parkland Regional Library 2007-09 Budget

Town Manager, R. Stoutenberg explained that the Parkland Regional Library Board requests that the Town of Stettler Council approves or disapproves their budget before November 2nd, 2006 so that any problems or concerns could be addressed at the Board meeting on that date. December 31st, 2006 is the last date for ratification so that the 2007 budget can be operational on January 1st, 2007.

The per capita annual fee is increasing from \$5.43 (2006) to \$5.65 (2007). This represents an expenditure increase of \$1,150 in the 2007 Operating Budget.

The three year 2007-09 Parkland Regional Library Budget was reviewed. Discussion ensued regarding various line items included in the proposed budget.

It was noted that the budget package does not include a Statement of Financial Position.

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year.

Motion 06:09:18

Moved by Councillor Peebles that the Town of Stettler Council approve the Parkland Regional Library 2007 Budget as presented.

MOTION CARRIED (6 – 1)
Opposed: Councillor Thorogood

(c) Request for Decision re: Subdivision Report 2006-09

Town Manager, R. Stoutenberg advised that the applicant (Town of Stettler) is proposing the creation of (10) Duplex Lots (5 Units), (56) Single Family Lots and (1) Neighborhood Park on remaining Town-owned lands in the Emmerson subdivision. This represents an increase of seven lots from the original tentative plan (which had plotted 59 single family lots).

This subdivision will be developed and marketed in two phases:

Phase 1 (2006) – Offer for Sale 11 Single Family Dwelling lots and 10 Duplex Lots.

Phase 2 (2007 or 2008) – Offer for Sale 45 Single Family lots.

The lands are currently zoned R2. Once the subdivision is approved, staff will prepare a Land Use Bylaw Amendment to re-designate the zoning of the new single family lots to R1.

No concerns or objections were received from adjacent landowners or commenting agencies.

Discussion ensued regarding various lot sizes and the phasing of the plan.

Motion 06:09:19

Moved by Councilor Majeran that Subdivision Application 2006-09 from the Town of Stettler for the creation of (10) Duplex Lots (5 Units), (56) Single Family Lots and (1) Neighborhood Park on Lots 1-19, Block 1, Lots 1-5, 16-37, Block 3, Lots 1-13, Block 4, Plan 792 1544 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 landowner(s) submissions the Town of Stettler Council approves Subdivision Application 2006-09 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. The application is consistent with the policies of the Northwest Area Structure Plan; and
4. That 67 lots be created in accordance with the Subdivision Plan submitted.

MOTION CARRIED
Unanimous

(d) Application for Subdivision 2006-10

Town Manager, R. Stoutenberg advised that the applicant (Wayne Holtz) is proposing to create two industrial lots on Lot 13A, Block 3, Plan 842 0666. The proposed subdivision is located at 4510 - 44 Avenue.

The proposed subdivision is located in Land Use District I: Industrial. The south lot to be created will have access from existing 44 Avenue, and the north lot to be created will have access from 46 Avenue. The current shop located on the property has received concerns in the past due to its unsightly nature. The applicant has proposed to demolish the building.

No concerns or objections were received from adjacent landowners or commenting agencies.

Motion 06:09:20

Moved by Councilor Hurley that Subdivision Application 2006-10 from Wayne Holtz to create two (2) industrial lots on Lot 13A, Block 3, Plan 842 0666 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 landowner(s) submissions the Town of Stettler Council approves Subdivision Application 2006-10 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 Municipal Development Plan.
3. There are no major development constraints.
4. No Municipal reserves are owing.

And further, in accordance with Sections 654 and 655 of the *Municipal Government Act*, the Town of Stettler Council approves Application 2006-10 subject to the following conditions:

1. Subdivisions 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* with and to the satisfaction of the Town of Stettler.
3. That the developer supplies an individual water and sanitary service to each parcel created, in accordance with the 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) Rescue Truck Tender

Town Manager, R. Stoutenberg requested that this item be tabled to allow Administration additional time to explore options.

Motion 06:09:21

Moved by Councillor Richards that the Town of Stettler Council table the Rescue Truck Tender.

MOTION CARRIED
Unanimous

(f) October Newsletter Items

- Compost Program Runs Until November 3
- Seniors Drop-In Centre Activities
- Rotary's Club Annual Friendship Dinner
- Turn Clocks Back October 29, 2006
- Stettler's 2nd Hiring Fair – October 25, 2006
- Citizen of the Year Dinner – October 18, 2006
- Grand Opening of the Fitness Center

(g) Bank Reconciliations as of July 31 & August 31, 2006

Motion 06:09:22

Moved by Councillor Thorogood that the Bank Reconciliations as of July 31 & August 31, 2006 be accepted as presented.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$991,352.59

Motion 06:09:23

Moved by Councillor Peebles that Accounts Payable for the period ending September 15, 2006 in the amount of \$991,352.59 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Sept 6 - Swimming Pool Opening & Fundraising Reception.
- Sept 7 - Beautification Committee Meeting.
- Sept 8 - Town of Stettler duties.
- Kidsport BBQ.
- Sept 12 - Committee of the Whole Meeting.
- Sept 13 - Board of Trade Meeting.
- Sept 15 - Town Office duties.
- Opening of Alix Waterline.
- Sept 17 - Terry Fox Run.

(b) Councillor Campbell

- Sept 6 - Swimming Pool Grand Opening.
- Sept 7 - Parkland Regional Library Meeting.
- Sept 18 - Stettler Library Meeting.

(c) Councillor Hurley

- Sept 12 - Assessment Review Board Hearing.
- Committee of the Whole Meeting.
- Sept 13 - Attended Ed Stelmach's Meeting re: PC Candidate.
- Sept 18 - FCSS Meeting.

(d) Councillor Majeran

- Sept 6 - Swimming Pool Grand Opening.
- Sept 11 - Parks & Leisure Services Meeting.
- Heartland Youth Centre Meeting.
- Sept 12 - Assessment Review Board Hearing.
- Committee of the Whole Meeting.
- Sept 13 - Municipal Planning Commission Meeting.

(e) Councillor Peeples

- Sept 12 - Assessment Review Board Hearing.
- Committee of the Whole Meeting.
- Sept 13 - Municipal Planning Commission Meeting.
- Sept 14 - David Thompson Health Region re: Health Symposium in Hanna.

(f) Councillor Richards

- Sept 12 - Committee of the Whole Meeting.

(g) Councillor Thorogood

- Sept 12 - Committee of the Whole Meeting.
- Sept 13 - Municipal Planning Commission Meeting.
- Attended Ed Stelmach's Meeting for Municipal & Board Members re: PC Candidate.
- Board of Trade Meeting.
- Sept 18 - FCSS Board Meeting.

8. **Minutes:**

(a) Town & Country Museum Meeting of July 17, 2006

(b) Heartland Beautification Committee Meeting of September 7, 2006

- (c) Regional Board of Trade & Community Development Meeting of July 5, 2006

The Year-In-Review Report was highlighted.

- (d) Subdivision & Development Appeal Board Hearing of August 28, 2006

- (e) Municipal Planning Commission Meeting of September 13, 2006

Motion 06:09:24

Moved by Councillor Thorogood that the Minutes, items 8(a) to 8(e) 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 Correspondence at this time.

11. **Correspondence:**

- (a) Alberta Minister of Environment

- (b) AltaGas re: Total Revenues Derived from Delivery Tariff

- (c) Awards of Excellence Call for Nominations

- (d) Rural Affordable Supportive Living Projects

- (e) AAMDC Contact

- (f) AUMA re: 2006 Annual Convention & Trade Show

Discussion ensued regarding whether a meeting with Alberta Infrastructure and Transportation, Alberta Environment, and/or the Solicitor General/RCMP is necessary this year.

Discussion continued regarding potential local issues and concerns.

Mayor Hunter concluded that a meeting be requested with Alberta Environment at the AUMA Convention.

- (g) Federation of Canadian Municipalities

- (h) Policy and Politics

- (i) High River Times

Motion 06:09:25

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

MOTION CARRIED
Unanimous

Development Officer, W. Holowachuk and Contract Development Officer, D. Dittrick entered the meeting at 7:35 p.m.

Mayor Hunter welcomed W. Holowachuk and D. Dittrick to the meeting.

10. **Bylaws:**

(a) 1936-06 re: Re-designate C1A to R2

Councillor Thorogood requested clarification of the three bylaws to help her determine whether she must declare a possible conflict of interest.

Mayor Hunter noted that Councillor Thorogood had previously declared a conflict (September 5th, 2006) when Council discussed the entire C1A District (as she owns property and operates a business in the Land Use District as a whole). He further informed her that only Bylaw 1937-06 relates directly to the Land Use District where her property and business is located.

Contract Development Officer, D. Dittrick explained one of the purposes of the recently completed Transitional Zoning Study for the C1A Land Use District was to draft proposed zoning changes for the development and re-development of properties in the Transitional Central Commercial District. These policy changes come as a result of public consultation held on March 22 and May 5, 2006, and through Council dialogue on September 5, 2006.

Contract Development Officer, D. Dittrick further explained that Bylaw 1936-06 is to re-designate Lots 1-10, Block 4, Plan LIVA and Lots 12-19, Block 39, Plan 2442AE from Transitional Central Commercial District (C1A) to General Residential District (R2).

For clarification purposes Bylaw 1936-06 affects:

Properties between 47 & 49 Streets, adjacent to Highway 56 and properties east of 46 Street, currently zoned C1A.

Staff identified some key issues to consider:

1. Currently these residential properties are considered legal non-conforming within the Transitional Central Commercial District Zone.
2. None of these properties have "transitioned" to commercial since the zone was created.
3. Re-designating these lands will enable the properties to be redeveloped to a number of residential activities, including duplexes, row housing and apartments.
4. Alberta Infrastructure and Transportation property access restrictions (Highway 56).

Staff has reviewed the current Land Use Bylaw in terms of the proposed zoning changes. The existing C1A District was not generally successful in achieving its intended goals.

Staff believes that there is sufficient demand for infill development in close proximity to the downtown core. Re-designation of these lands to R2 will provide more duplex/other multi-family development options for the housing industry.

In reviewing the Land Use Bylaw, staff believes that rezoning these lands to R2 will achieve the results intended by Council (working within the existing Land Use Bylaw and policy framework).

Motion 06:09:26

Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1936-06.

MOTION CARRIED
Unanimous

(b) 1937-06 re: Amend C1A Land Use Regulations

Councillor Thorogood declared a possible conflict of interest stating that she owns property and operates a business in the subject area and by departing the meeting excused herself from discussion and voting on this matter.

Contract Development Officer, D. Dittrick explained one of the purposes of the recently completed Transitional Zoning Study for the C1A Land Use District was to draft proposed zoning changes for the development and re-development of properties in the Transitional Central Commercial District. These policy changes come as a result of public consultation held on March 22 and May 5, 2006, and through Council dialogue on September 5, 2006.

Staff has reviewed the current Land Use Bylaw in terms of the proposed zoning changes. The existing C1A District was not generally successful in achieving its intended goals.

Staff is proposing a major change in the regulations concerning the area (remaining) within the Land Use District. The purpose of this district is to provide an area for mixed residential and commercial use, with businesses offering a variety of goods and services which are compatible with residential activities, however where a transition to the Central Commercial District is intended.

Staff is proposing many different residential activities and limited commercial/service related businesses (restaurant, office, clinic, personal service) as permitted uses. There are only a few discretionary uses allowed (accessory uses and parking). Also design guidelines have been prepared as a part of the Transitional Zoning Study will they have been incorporated into the Bylaw. Developers in this district will have to adhere to these guidelines when designing their structures.

Staff believes that this amendment will enable the municipality to aid in the re-development of the downtown core and achieve the results intended by Council.

Motion 06:09:27

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 1937-06.

MOTION CARRIED (5 – 1)
Opposed: Councillor Richards

Councillor Thorogood returned to the meeting.

(c) 1938-06 re: Amend Land Use Bylaw

Contract Development Officer, D. Dittrick explained that Bylaw 1938-06 is to amend Land Use Bylaw 1797-98 to remove section 1(4) "Relocation of Buildings" from Schedule B of the Land Use Bylaw.

The Land Use Bylaw is written in a manner that lacks clarity for staff, the Municipal Planning Commission and the Subdivision and Development Appeal Board.

Staff has reviewed various Land Use Bylaws (from other communities) in terms of how they handle the relocation of buildings in their municipality.

Discussion ensued regarding whether the relocation of buildings other than mobile homes should be eliminated from the Land Use Bylaw, entirely or whether they should be allowed with amended wording similar to that of the City of Camrose (compatible in age or newer).

It was suggested that perhaps a 25 year old maximum age limit be written into the bylaw as well.

Round table discussion continued regarding the pros and cons of allowing moved in dwellings.

Staff believes that if it is Council's wish to allow move in dwellings, the wording contained in the Camrose Land Use Bylaw should be utilized to provide clarity to staff.

Motion 06:09:28

Moved by Councillor Thorogood that the Town of Stettler Council approve an amendment to Section 1 of the proposed Bylaw 1938-06 replacing it with the following: That Section 1(4) in Schedule B of Bylaw 1797-98, pertaining to the relocation of buildings other than mobile homes, shall be and is hereby amended to read as follows:

1(4) Relocation of Buildings Other than Mobile Homes

- a. A person wishing to move an existing building on to a lot shall make application for a Development Permit in the usual way but shall also provide the following information:
 - i. Age, size and structural condition of the building;

- ii. Photographs showing all sides of the building;
 - iii. A statement of the proposed improvements.
- b. The Development Officer shall inspect the building which is proposed to be moved in, or he may request another qualified person to do so and report back to him, in either case the expenses of such inspection shall be paid by the applicant before any Development Permit is issued.
- c. The Development Officer may issue a Development Permit for the proposed building without conditions, or subject to such condition as he deems necessary to ensure that the building is renovated to a satisfactory standard. He may also require a letter of credit be posted to guarantee satisfactory completion of the work stipulated in the Development Permit.
- d. The building to be moved in shall be compatible in age or newer as compared to those in existence within the proposed moved in district.
- e. Notwithstanding 1(4)(d), all moved in buildings must be 25 years of age or newer.

MOTION CARRIED (4 – 3)
Opposed: Councillors Hurley,
Campbell & Majeran

Motion 06:09:29

Moved by Councillor Peebles that the Town of Stettler Council give first reading to Bylaw 1938-06 as amended.

MOTION CARRIED (4 – 3)
Opposed: Councillors Hurley,
Campbell & Majeran

Mayor Hunter thanked the Development Officers for attending the meeting and for their valuable input.

D. Dittrick and W. Holowachuk departed the meeting.

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

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

5. **Delegations:** (a) 8:00 P.M. – Sgt. Kevin Picard re: 6 Month Review

RCMP Sgt. K. Picard entered the meeting at 8:10 p.m.

Mayor Hunter welcomed Sgt. K. Picard to the meeting.

Sgt. K. Picard presented the RCMP detailed report for the six month period January to June 2006. Crime and Traffic statistics as compared to the same period in 2005 were reviewed.

Sgt. K. Picard also updated Council on various administrative affairs at the detachment.

Targeted traffic objectives for 2006 (to date) were reviewed. These objectives relate to: seatbelts, check stops, laser/speeding and loud vehicles.

Sgt. K. Picard separately identified and reviewed the 2006 loud muffler initiative and issues related to the Crazy Days Carnival for information purposes.

An Enhanced Policing Contract utilizing unspent annual budget allocations was discussed. Council was supportive of the concept provided the funds would be used to effectively target issues of high concern; subject to a maximum allocation/project budget being approved.

Mayor Hunter thanked Sgt. K. Picard for attending the meeting and presenting the 6 month RCMP review.

Sgt. K. Picard departed the meeting at 9:05 p.m.

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) Regional Water
(b) Request for Annexation
(c) New Salary Range for Fitness Center Manager

Motion 06:09:30

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 items as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 9:05 p.m.

Motion 06:09:31

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

MOTION CARRIED
Unanimous at 10:10 p.m.

Motion 06:09:32

Moved by Councillor Majeran that the Town of Stettler Council approves the salary range for the Fitness Center Manager position to be \$34,580 to \$39,320 per annum.

MOTION CARRIED
Unanimous

Motion 06:09:33

Moved by Councillor Peebles that the Town of Stettler Council approves the submission of a Regional Water System project overview to Alberta Infrastructure and Transportation for upgraded funding consideration.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 06:09:34

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

MOTION CARRIED
Unanimous at 10:11 p.m.

Mayor

Director of Finance & Administration