

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, DECEMBER 1, 2009 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor Dick Richards

Councillors A. Campbell, D. Bachman, D. Dennis, D. Garbutt &  
R. Peeples

Town Manager R. Stoutenberg  
Assistant CAO G. Switenky

Press (1)

**Absent:** Councillor L. Thorogood

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

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

**Motion 09:12:01** Moved by Councillor Bachman to approve the agenda as presented with the following additions and deletions:

Additions:

13(c) Incamera – Ambulance Negotiations Update

13(d) Incamera – CUPE Negotiations Update

Deletions:

6(h) Memo re: Wastewater Treatment Facility Tender

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held November 17, 2009

**Motion 09:12:02**

Moved by Councillor Peeples that the Minutes of the Regular Meeting of Council held on November 17, 2009 be approved with the following amendment:

Change reference in Motion 09:11:16 #2 from "Alberta Building Code 1997" to read current Alberta Building Code.

MOTION CARRIED  
Unanimous

(b) Business Arising from the November 17, 2009 Meeting Minutes

None

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

5. **Delegations:** (a) None

6. **Administration:** (a) Revised Policy VI-5(a) re: Toilet Replacement Policy

Town Manager, R. Stoutenberg advised that Policy VI-5(a) re: Toilet Replacement Program is being amended to add that the applicant must certify/declare that they have disposed of the "removed" toilet to the extent that it can never be used as a functioning toilet anywhere again.

Discussion ensued regarding the existing requirements that new toilets (brand & model) must be on the eligible/qualifying list, and that new toilets must be purchased from a local supplier/business.

**Motion 09:12:03**

Moved by Councillor Peebles that Town of Stettler Council approve revised Policy VI-5(a), being the Toilet Replacement Program Policy, as presented.

MOTION CARRIED  
Unanimous

(b) Memo re: Municipal Sustainability Plan Update – Mobile Home Development

Town Manager, R. Stoutenberg advised that one of the Town's strategic/sustainability priorities is to provide opportunities for mobile home developments in Stettler.

Town Manager, R. Stoutenberg further reviewed the identified strategies as follows:

1. Identify suitable locations for mobile home subdivision development within the community (4 sites).
2. Investigate the costs of providing services to the properties identified.
3. Initiate discussions with landowners of the properties identified for mobile home development.
4. If interest exists from landowners, identify ways for municipality to assist in facilitating developing the lands.

Discussion ensued respecting each of the four identified strategies.

It was noted that each of the four sites/properties identified are currently under private ownership, and therefore would have to be initiated as private developments.

This item was presented for informational update purposes.

(c) Stettler & District Handibus Society 2010 Budget

Town Manager R. Stoutenberg highlighted correspondence and financial information from the Stettler & District Handibus Society. They are requesting that the Town continue to financially assist their operations by once again allocating an unconditional provincial grant (formerly from AB Transportation) estimated at \$15,790.

Town Manager R. Stoutenberg explained that the Society has been very responsible in their financial management and will not ask Council for any additional funding unless their Board considers it to be extremely necessary under the circumstances.

Discussion ensued regarding their annual statistics as presented, the valuable transportation service provided by the Handibus in the community, and the good work being done by the Volunteer Board and their Volunteers.

**Motion 09:12:04**

Moved by Councillor Dennis that the Town of Stettler Council accept the Stettler & District Handibus 2010 Budget as presented, and further allocate in the Town's 2010 Operating Budget the transfer of a Provincial Grant estimated at \$15,790 to financially assist their operations.

MOTION CARRIED  
Unanimous

(d) Update re: Community Garden Open House

Town Manager, R. Stoutenberg advised that (as previously requested by Town Council) a community Open House/Input Session was organized for residents of Stettler, with particular focus on residents that would be directly affected by the proposed Community Garden site. The event was held from 7-8 pm on Monday, November 9, 2009 at the Stettler Recreation Center (SRC).

Prior to the Open House, information packages were prepared and distributed to all area residents outlining the Heartland Beautification Committee's (HBC) project and inviting them to attend the Open House to share any comments they may have.

Following are comments, concerns or issues that were mentioned:

- \* Loss of green space – visual impact
- \* Loss of green space – play area
- \* Concerns regarding potential vandalism (foot or vehicle traffic, night prowlers)
- \* Availability to water
- \* Proximity – ability to walk/parking
- \* Access to tools
- \* Rules to users
- \* Good use of empty space
- \* Fencing/landscaping
- \* Deer or other pests

Discussion ensued regarding the constructive feedback and value added by/from local area residents.

The centralized location preferred and endorsed by the HBC would be on Town owned green space just south of Hwy 12; on the east side of the (full block) grassy island enclosed by 46 & 47 Avenues and 56A & 57A Streets.

**Motion 09:12:05**

Moved by Councillor Campbell that the Town of Stettler Council accept the Stettler Community Gardens Input Session Report for information purposes, and further approve the preferred municipal location for a Community Garden project as envisioned by and operated under the direction of the Heartland Beautification Committee.

MOTION CARRIED  
Unanimous

(e) 2010 Interim Operating Budget

Town Manager, R. Stoutenberg explained that an Interim Operating Budget is required by the *Municipal Government Act* to provide legal expenditure authority until the 2010 Operating Budget and Tax (Mill) Rate Bylaw is adopted in March/April 2010.

Council and Senior Administration held an Operating Budget session on November 24<sup>th</sup>, 2009 at which Council reviewed the financial impacts on three consecutive years of organizational activities 2010 – 2012. Administration has adjusted and recalculated the forecasts as directed and requires Council to adopt an Interim Operating Budget for the year 2010.

Discussion ensued regarding the Utility and Tax rate increases proposed for 2010 and the resultant estimated contribution to Capital being revised to \$1,016,910 (General \$466,065 & Utility \$550,845).

**Motion 09:12:06**

Moved by Councillor Bachman that the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the adjusted First Draft Operating Budget Estimates totaling \$12,971,310 for the year 2010 as an Interim Operating Budget for that part of 2010 prior to the Operating Budget being adopted by Council.

MOTION CARRIED  
Unanimous

(f) Memo re: School Pedestrian Crosswalk Lights

Town Council reviewed the memorandum from J. Keith, Director of Operational Services requesting that the Town install a solar powered unit (as a replacement) for the school crosswalk located at 54 Street & 50 Avenue.

It was mutually agreed that this item be considered at the upcoming 2010 Capital Budget Session to be held on December 8<sup>th</sup>, 2009.

(g) Memo & Letter re: Business License Fee

Town Council reviewed a memorandum and letter from Cathy Cassidy regarding a request for an exemption from the Town of Stettler's Business License fee of \$125. Her rationale is that she is only operating as a contracted hairstylist at/within the Stettler Hospital and Care Centre.

Staff is recommending that a municipal business license is required as the contract hairstylist at the Stettler Hospital and Care Centre is providing a service and is a profiting enterprise (not an employee).

Discussion ensued regarding the somewhat unique contractual/exclusive arrangement respecting the hairstylist at the hospital.

**Motion 09:12:07**

Moved by Councillor Garbutt that the Town of Stettler Council approve that a municipal business license be required for Cathy Cassidy operating as a contract hairstylist at the Stettler Hospital and Care Centre because she is providing a for profit service (not an employee) within Stettler and therefore is operating a business under the Town of Stettler's Licensing Bylaw.

MOTION CARRIED (4-2)  
Opposed: Councillors Campbell & Peoples

- (h) Memo re: Wastewater Treatment Facility Tender

This item was deleted from the agenda.

- (i) Town Manager's Report

**Motion 09:12:08**

Moved by Councillor Peeples that the Town of Stettler Council accept the Town Manager's Report as presented.

MOTION CARRIED  
Unanimous

- (j) Bank Reconciliation as of October 31, 2009

**Motion 09:12:09**

Moved by Councillor Dennis that the Bank Reconciliation as of October 31, 2009 be accepted as presented.

MOTION CARRIED  
Unanimous

- (k) Accounts Payable in the amount of \$2,518,204.78

**Motion 09:12:10**

Moved by Councillor Campbell that Accounts Payable in the amounts of (\$2,127,681.52, \$389,701.73 & 821.53) for the period ending November 26, 2009 for a total amount of \$2,518,204.78 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Richards

- Nov 20 - Town Office duties.
- Nov 24 - Operating Budget Meeting.
- Nov 26 - John Vogelzang, former CEO David Thompson  
- new private consultant, Westlock orthopedic.
- Nov 27 - Town Office duties.

- (b) Councillor Bachman

- Nov 19 - Library Board Meeting.
- Nov 23 - FCSS Board Meeting.
- Nov 24 - Operating Budget Meeting.

- (c) Councillor Campbell

- Nov 3-6 - AUMA Convention.
- Nov 10 - Meeting with Sgt. Rowland Schmidt.
- Nov 12 - MLA Meeting.  
- Town Office Grand Opening.
- Nov 13 - Police Advisory Committee Meeting.
- Nov 16 - MPC Meeting.  
- Rodeo Meeting.
- Nov 24 - Operating Budget Meeting.
- Dec 1 - Board of Trade Meeting.

(d) Councillor Dennis

- Nov 19 - County of Stettler Housing Authority.
- Nov 24 - Operating Budget Meeting.
- Nov 26 - CUPE Negotiations.
- Nov 27 - Ambulance Negotiations.

(e) Councillor Garbutt

- Nov 23 - FCSS Board Meeting.
- Nov 24 - Operating Budget Meeting.
- Nov 26 - CUPE Negotiations.
- Nov 27 - Moonlight Madness Christmas Tree Lighting.
- Dec 1 - County of Stettler Housing Authority Negotiations.

(f) Councillor Peebles

- Nov 24 - Operating Budget Meeting.
- Nov 25 - Red Deer River Watershed Alliance Meeting in Bowden.
- Nov 26 - Red Deer River Municipal Users Group Meeting in Drumheller.

(g) Councillor Thorogood

- No report - absent from meeting.

8. **Minutes:**

- (a) Stettler Public Library Meeting of October 15, 2009
- (b) Heartland Beautification Meeting of November 5, 2009
- (c) Municipal Planning Commission Meeting of November 16, 2009
- (d) Trail of the Buffalo Meeting of November 19, 2009

**Motion 09:12:11**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) 1991-09 re: Water Rates Bylaw

Mayor Richards explained that Bylaw 1991-09 is to amend Bylaw 1856-02 being a bylaw relating to the water system of the Town of Stettler.

It was noted that as approved in the 2010 Interim Operating Budget In-Town water consumption rates will increase from \$1.70 m<sup>3</sup> to \$1.77 m<sup>3</sup>.

**Motion 09:12:12**

Moved by Councillor Bachman that the Town of Stettler Council give first reading to Bylaw 1991-09.

MOTION CARRIED  
Unanimous

**Motion 09:12:13**

Moved by Councillor Garbutt that the Town of Stettler Council give second reading to Bylaw 1991-09.

MOTION CARRIED  
Unanimous

**Motion 09:12:14**

Moved by Councillor Bachman that the Town of Stettler Council give permission for third and final reading to Bylaw 1991-09.

MOTION CARRIED  
Unanimous

**Motion 09:12:15**

Moved by Councillor Dennis that the Town of Stettler Council give third and final reading to Bylaw 1991-09.

MOTION CARRIED  
Unanimous

11. **Correspondence:**

- (a) Alberta Association of Police Governance (AAPG) Newsletter
- (b) Canadian Badlands
- (c) Alberta Utilities Commission
- (d) AUMA
- (e) Parkland Regional Library re: Satisfaction Survey
- (f) School and Playground Zone Signage and Time Changes
- (g) Brownlee LLP – Emergency Trends in Municipal Law
- (h) Wetaskiwin Shuts Liquor Stores at 10:00 P.M.
- (i) Province Warned Against Water Sale

**Motion 09:12:16**

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

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Sale of Old Town Office Building
- (b) Annexation Negotiations Report
- (c) Ambulance Negotiations
- (d) CUPE Negotiations

**Motion 09:12:17**

Moved by Councillor Bachman that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager and Assistant CAO present to discuss the items as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 7:50 p.m.

**Motion 09:12:18**

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

MOTION CARRIED  
Unanimous at 8:23 p.m.

**Motion 09:12:19**

Moved by Councillor Bachman that the Town of Stettler Council approves the Negotiation Report and Administrative Requirements document for the proposed annexation of lands from the County of Stettler to the Town of Stettler.

MOTION CARRIED  
Unanimous

14. **Adjournment:**

**Motion 09:12:20**

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

MOTION CARRIED  
Unanimous at 8:24 p.m.

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Mayor

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Assistant CAO