

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 7, 2010 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood,
P. Simons & S. Wildeboer

CAO R. Stoutenberg
Assistant CAO G. Switenky

Press (2)

Absent: None

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

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

Motion 10:12:01 Moved by Councillor Bachman to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held November 16, 2010

Motion 10:12:02 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on November 16, 2010 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 16, 2010 Meeting Minutes

None

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

None

5. **Delegations:** (a) 7:15 P.M. re: 2010 Stettler Regional Board of Trade and Community Development Budget

This item was dealt with later in the meeting.

6. **Administration:** (a) Stettler Town & Country Museum 2011 Budget

Town Council reviewed the Stettler Town & Country Museum's 2011 budget projections.

The Museum is requesting an increase of \$2,000 per year, in each of the next five years (from both the Town and County) to support basic operating costs and enhance their ability to undertake renewal projects/site improvements.

Discussion ensued regarding the value of the Museum to the community and the excellent work being done by the volunteer Board.

It was clarified that Council appreciates reviewing the Museum's tentative project plans for the next five years, however will only determine and approve municipal funding on a year by year basis.

Motion 10:12:03

Moved by Councillor Thorogood that the Town of Stettler Council accept the Stettler Town & Country Museum 2011 Budget as presented, and further approve a \$20,000 grant in the Town's 2011 Operating Budget to financially assist their operations.

MOTION CARRIED
Unanimous

(b) Heartland Beautification 2011 Budget

CAO R. Stoutenberg reviewed the Heartland Beautification Committee 2011 proposed budget at a cost of \$34,500 itemized as follows:

Banners	\$ 5,000
Community Gardens	\$ 5,000
Contingency	\$ 3,500
Planters & Planter Maintenance	\$16,000
Streetscape	<u>\$ 5,000</u>
	\$34,500

He noted further that this is the same level of municipal financing that was allocated in 2010.

Discussion ensued regarding the value of beautification in the community and the commitment/contribution of the dedicated volunteer committee members. It was noted that the Town of Stettler received 5 blooms in the National Competition this past year.

Motion 10:12:04

Moved by Councillor Campbell that the Town of Stettler Council approve the Heartland Beautification 2011 Operating Budget as presented with a Town contribution in the amount of \$34,500.00.

MOTION CARRIED
Unanimous

(c) Stettler & District Handibus Society 2011 Budget

CAO 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 \$15,790 from Town funds.

CAO 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 respecting the Society's ongoing ability to fund their projected deficit with donations and by other means.

Discussion continued 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 10:12:05

Moved by Councillor Thorogood that the Town of Stettler Council accept the Stettler & District Handibus 2011 Budget as presented, and further allocate in the Town's 2011 Operating Budget a Town contribution in the amount of \$15,790 to financially assist their operations.

MOTION CARRIED
Unanimous

(d) Stettler Public Library 2011 Budget

CAO R. Stoutenberg explained that the Stettler Public Library requests financial assistance from the Town of Stettler in the amount of \$178,152.65 to cover library operational costs for the year 2011. This represents an increase of \$39,496 or 28.5% over 2010. The major projected expense increases for 2011 include adding one new staff position to address increased traffic/usage, staff wages and programming costs, and support/requisitions for other area libraries.

It was noted that this represents 65% of the entire municipal contribution; with the County of Stettler being responsible for the other 35%.

Discussion ensued regarding specific revenue and expenditure items noted in their budget and the need to meet with representatives from the Library to discuss their vibrant operations and related internal pressures.

Mayor Richards with the mutual consent of Council concluded that this item be deferred to the Joint Town & County Meeting to be held on January 24, 2011 for a presentation from the Library.

(e) Memo re: Christmas Staff Bonus

CAO, R. Stoutenberg advised that in prior years Town Council has provided staff with a modest Christmas bonus in the form of Heartland dollars (Stettler bucks).

Council discussed a number of organizational accomplishments as well as the level of commitment, effort and dedication that most employees continue to demonstrate.

Discussion ensued regarding an appropriate level of Christmas appreciation.

Motion 10:12:06

Moved by Councillor Fischer that the Town of Stettler Council recognize the efforts of its entire team of employees as a whole through the award of a modest Christmas Bonus in the amount of \$250.00 as an appreciation for their continued effort and commitment, as well as appreciation for the overall level of organizational accomplishment in 2010.

MOTION CARRIED
Unanimous

(f) Red Deer River Watershed Alliance Re: Funding Request for 2011

CAO R. Stoutenberg advised that in 2009 the Town of Stettler contributed an annual financial contribution of \$2,921.50 to the Red Deer River Watershed Alliance. As attached the Red Deer River Watershed Alliance is again requesting an annual financial contribution in the amount of \$0.50 per capita from the municipal members.

CAO R. Stoutenberg advised that the Town is very pleased that their annual membership assists in promoting a healthy watershed which helps ensure a healthy water supply for Stettler and area.

Motion 10:12:07

Moved by Councillor Thorogood that the Town of Stettler approve the 2011 funding request to the Red Deer River Watershed Alliance in the amount of \$2,921.50.

MOTION CARRIED
Unanimous

(g) Memo re: Battle River Watershed Alliance Membership

Councillor Campbell advised that he recently attended the Battle River Watershed Alliance Annual General Meeting on November 18, 2010 and would like to recommend to Town Council the following:

1. That the Town of Stettler joins the Battle River Watershed Alliance for a one-year term with no annual fee.
2. If after one year of being a member, Council finds value in such, to evaluate an extension and consider a contribution (to be determined at a later date) to the Battle River Watershed Alliance to assist with operations.

Discussion ensued respecting the value of joining this group given that the Town belongs to the Red Deer River Watershed Alliance and the Red Deer River Municipal Users Group.

Councillor Campbell explained further that Stettler draws water from one watershed (Red Deer River) and releases treated wastewater effluent into another watershed (Battle River). Also the Highway 12/21 Water Commission is part of the Battle River Watershed.

Motion 10:12:08

Moved by Councillor Fischer that the Town of Stettler Council approve the recommendation to:

1. Join the Battle River Watershed Alliance for a one-year term with no annual fee.
2. If after one year of being a member, Council finds value in such, to evaluate an extension and consider a contribution (to be determined at a later date) to the Battle River Watershed Alliance to assist with operations.

MOTION CARRIED
Unanimous

(h) Memo re: Speed Reduction on Tower Road (57 Street)

CAO, R. Stoutenberg advised that given the recent annexation process the Town now has jurisdiction of an additional ½ mile of Tower Road.

Administration is recommending reducing the speed limit on Tower Road to 50 km/hr. It is currently posted at 80 km/hr up to our previous Town boundary. Many pedestrians use this road and with the lack of pathways and lighting, staff support that vehicle speeds at 80 km/hr are too high for safe pedestrian accommodation.

If approved, Public Works will sign the reduction at our new Town boundary.

Discussion ensued regarding the appropriateness of reducing the current speed limit along Tower Road to 50 km/hr from 80 km/hr. It was noted that any speed limit other than 50 or 80 would create a unique ½ mile speed zone.

Motion 10:12:09

Moved by Councillor Wildeboer that the Town of Stettler Council approve the recommendation to reduce the speed limit on Tower Road within the Town of Stettler from 80 km/hr to 50 km/hr.

MOTION DEFEATED (4-3)

Opposed: Councillors Fischer, Campbell, Thorogood & Bachman

Motion 10:12:10

Moved by Councillor Thorogood that the Town of Stettler Council approve a reduction in the speed limit on Tower Road within the Town of Stettler from 80 km/hr to 60 km/hr.

MOTION CARRIED (5-2)

Opposed: Councillors Campbell, & Fischer

5. **Delegations:**

(a) 7:15 P.M. re: 2010 Stettler Regional Board of Trade and Community Development Budget

Keith Ryder, Executive Director and Gail Peterson, Board President both representing the Stettler Regional Board of Trade and Community Development entered the meeting at 7:15 p.m.

Mayor D. Richards welcomed members of the delegation to the meeting.

G. Peterson provided Council with a broad overview of the 2010 accomplishments as well as the ongoing efforts/challenges of the Board of Trade.

K. Ryder commenced with a power point presentation highlighting key services and projects associated with the proposed 2011 Operating Budget and Plans for the Stettler Regional Board of Trade and Community Development.

In conclusion, the Board of Trade is requesting approximately \$212,000 from the Town's 2011 Operating Budget to financially assist their operations. It was noted that included in this amount is \$44,900 in Community Development support would require further Council approvals.

It was noted that the Town's 2011 Interim Operating Budget Forecast includes an adjusted net expenditure allocation of \$227,870 (2010 - \$222,230).

It was also noted that the Town will collect approximately \$71,370 from Business Licensing & Taxes in 2011 (based on a flat \$125 each) and that there is no financial contribution anticipated at this time from the County in 2011.

Discussion ensued regarding various services, responsibilities and projects included in their detailed budget document.

Mayor Richards thanked delegation members for their informative presentation.

Delegation members departed the meeting at 7:59 p.m.

9. **Public Hearing:** (a) 8:00 P.M. – Bylaw 2002-10 re: Land Use Bylaw Amendment UR to R2

Mayor Richards declared the Public Hearing for Bylaw 2002-10 open at 8:00 p.m.

Present:

Mayor D. Richards
Councillors A. Campbell, D. Bachman, M. Fischer, P. Simons,
L. Thorogood & S. Wildeboer
CAO R. Stoutenberg
Assistant CAO G. Switenky
Press (2)
Public (3)

Mayor Richards explained the purpose of the Public Hearing for the members of the public present.

Mayor Richards advised that Bylaw 2002-10 is to amend Land Use Bylaw 1976-08 as follows: That Part of NW 6-39-19-W4 as be re-designated from UR – Urban Reserve to R2 – Residential General.

Mayor Richards advised that Bylaw 2002-10 was advertised on November 24th & December 1st for the Public Hearing to be held tonight (December 7th).

Administration informed Council that no written or verbal submissions have been received for or against Bylaw 2002-10.

There were no other representations heard or made.

Mayor Richards declared the Public Hearing for Bylaw 2002-10 closed at 8:03 p.m.

Mayor Richards reconvened the regular Council Meeting at 8:03 p.m.

With the mutual consent of Council, Mayor Richards varied the order of the Agenda to consider Bylaw 2002-10.

Motion 10:12:11

Moved by Councillor Thorogood that the Town of Stettler Council give second reading to Bylaw 2002-10.

MOTION CARRIED
Unanimous

Motion 10:12:12

Moved by Councillor Wildeboer that the Town of Stettler Council give third and final reading to Bylaw 2002-10.

MOTION CARRIED
Unanimous

5. **Delegations Con't:**

- (a) 7:15 P.M. re: 2010 Stettler Regional Board of Trade and Community Development Budget

Mayor Richards returned Council's attention to the Stettler Regional Board of Trade and Community Development Budget consideration.

Discussion ensued regarding the overall level of 2011 financial commitment from the Town being very similar to 2010.

Motion 10:12:13

Moved by Councillor Fischer that the Town of Stettler Council accept and Stettler Regional Board of Trade and Community Development's 2011 Operating Budget and further approves the inclusion of a net \$211,865 in the Town's 2011 Operating Budget to financially assist their operations, subject to Council reviewing further plans as to how the \$44,900 allocated towards Community Development will be used/spent.

MOTION CARRIED
Unanimous

Mayor Richards temporarily adjourned the meeting at 8:03 p.m.

Mayor Richards reconvened the meeting at 8:12 p.m.

- (i) Memo re: Community Airport Program Grant Application

CAO, R. Stoutenberg advised that M. Robbins, Director of Operational Services has submitted a grant proposal to Alberta Infrastructure to obtain 100% funding of the apron reconstruction at the airport.

CAO R. Stoutenberg further explained that the deadline for application was November 30, 2010 and this item is before Council for approval after the fact, given time was of the essence for the grant application submission.

Discussion ensued regarding the importance and need to keep our airport fully operational. It was noted that the County of Stettler supports the annual operations of the airport with a \$4,500 grant and the supply of equipment in coordination with the Town. The Town's net budgeted contribution for airport operations in 2011 is \$10,305.

Motion 10:12:14

Moved by Councillor Fischer that the Town of Stettler Council approve the submission of a grant proposal to Alberta Infrastructure requesting 100% funding of the apron reconstruction at the airport estimated to cost \$595,760.

MOTION CARRIED
Unanimous

(j) Update re: Wastewater Treatment Facility Upgrades and New Storage Cell Construction

Assistant CAO G. Switenky provided Council with a financial update respecting the ongoing capacity and treatment upgrades at the Town's sewage treatment facility and lagoons.

Assistant CAO, G. Switenky noted that the entire project remains on budget as previously presented to Council on September 17, 2010.

The overall cost of the entire project is approximately \$3.2 million with the Town's maximum borrowing anticipated to be \$1.26 million after grant funding is applied.

(k) Memo re: SRC Locker and Office Rentals & Clearview Public Hockey Academy Fee E-mail

CAO R. Stoutenberg advised that Parks and Leisure Services have had many requests for storage spaces in the SRC. In order to be fair with all our valued facility users in dealing with these requests a policy that standardizes the use and costs have been prepared.

According to the Council policy the facilities that the Town runs are user pay with a 50% grant for Minor Sports. Schedule F has been developed to ensure all use is addressed and the spaces are charged by square footage. This schedule quantifies the relevance for space used in the SRC.

Storage space at the location of play (within the facility) is premium for users and these prices are still considerable lower than local storage companies.

Letters have been sent out with this year's bills to make sure users are aware of the change for next year. All recent users have been told of the upcoming charges for these spaces.

At the request of Mayor Richards and Councillors Fischer & Simons it was mutually agreed that no member of Council need to declare a conflict respecting discussion and voting on this broad policy matter.

A letter from the local school hockey academy program was reviewed which identified the need for a facility storage policy.

Discussion ensued respecting the need for fair and equitable storage rates within the SRC regardless of whether the user group has contributed towards the capital construction of the said storage.

Motion 10:12:15

Moved by Councillor Thorogood that the Town of Stettler Council accept the new Schedule F of the Stettler Recreation Centre Rental Rates Policy X-1(d) which is based on square footage for the 2011 season.

MOTION CARRIED (5-2)
Opposed: Councillors Campbell & Fischer

(l) CAO Report

Motion 10:12:16

Moved by Councillor Campbell that the Town of Stettler Council accept the CAO Report for November as presented.

MOTION CARRIED
Unanimous

(m) December Newsletter Items

- Christmas Message Mayor Richards
- Main Street Tree Donation – No Left Turns
- Night Before the Night Before Christmas
- School Closure Dates
- SRC Closed December 25 & 26 and January 1
- Annual Charity Check Stop
- Stettler Alliance Church Annual Nativity Exhibit
- Coats for Kids
- 2011 Dog & Cat Licenses
- Curling Club Bonspiel Dates

(n) Accounts Payable in the amount of \$2,670,221.52

Motion 10:12:17

Moved by Councillor Bachman that Accounts Payable in the amounts of \$144,876.32, \$366,992.28, \$1,950,072.30 & \$208,280.62 for the period ending December 3, 2010 for a total amount of \$2,670,221.52 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 18 - Attended funeral for long-time resident Owen Blake.
- Nov 19 - Meeting with RCMP & Town of Stettler CAO.
 - Meeting with Planning & Engineering Departments re: Wilfort Development.
 - Town Office duties.
- Nov 22 - AUMA Convention.
to Nov 25
- Nov 26 - Town Office duties.
 - Main Street tree lighting with Rob & Marg Grandfield.
- Nov 27 - Town Christmas party.
- Nov 29 - Trans Canada Pipeline picture.
 - Stettler GM & Kinsmen Meeting re: Sports Park.
- Nov 30 - SRC Open House.
- Dec 1 - Brought greetings at the Wm. E. Hay High School Grand Re-Opening.
- Dec 2 - AHS Meeting at the Legion.

- Dec 3 - Brought greetings at the Zone 4 Senior Men's Hockey.

(b) Councillor Bachman

- Nov 19 - Library Board Meeting.
- Nov 29 - FCSS Budget Presentations.

(c) Councillor Campbell

- Nov 18 - Battle River Watershed Alliance Meeting.
- Nov 23 - AUMA Convention.
to Nov 25
- Dec 1 - Red Deer River Municipal Users Group Meeting.
- Dec 3 - Stettler Waste Management Meeting.
- Dec 6 - Regional Water Meeting.
- Rodeo Meeting.

(d) Councillor Fischer

- Nov 17 - Central AB Child & Family Services Workshop.
- Sat as a panel member evaluating High School student portfolios.
- Met with citizen concerning snow removal.
- Nov 18 - Meeting with Faye Blakely, FCSS re: Funding request proposals.
- Nov 21 - AUMA Convention.
to Nov 25
- Nov 29 - FCSS project presentations re: Budget proposals.
- Nov 30 - SRC Expansion Forum.
- Dec 1 - Wm. E. Hay High School Grand Re-Opening.
- Dec 2 - Stettler Waste Management Tour.
- Dec 3 - Bio Gas Presentation and Waste Management Meeting.
- Dec 6 - Regional Water Meeting.

(e) Councillor Simons

- Nov 18 - County of Stettler Housing Authority Meeting.
- Nov 23 - AUMA Convention.
to Nov 25
- Nov 30 - SRC Open House.
- Dec 1 - Wm. E. Hay High School Grand Re-Opening.
- Dec 7 - Stettler & District Ambulance Association Meeting.

(f) Councillor Thorogood

- Dec 7 - Stettler & District Ambulance Association Meeting.

(g) Councillor Wildeboer

- Nov 24 - AUMA Convention.
to Nov 25
- Nov 30 - SRC Open House.
- Dec 2 - Stettler Waste Management Tour.

8. **Minutes:** (a) Trail of the Buffalo Tourism Meeting of November 24, 2010
(b) Parkland Regional Library Board Meeting of November 4, 2010

Motion 10:12:18

Moved by Councillor Simons that the Minutes, items 8(a) & 8(b) be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) 8:00 P.M. – Bylaw 2002-10 re: Land Use Bylaw Amendment UR to R2

This item was dealt with earlier in the meeting.

10. **Bylaws:** (a) Bylaw 2002-10 Re: Land Use Bylaw Amendment

This item was dealt with under Public Hearing 9(a).

11. **Correspondence:** (a) Proposed Hike in Sewer Fees Cut by 11 Cents
(b) Bylaw Prosecutions
(c) Rise in Weekly Earnings in Alberta Leads Country
(d) Alberta Supports Stettler and Area Seniors Through New Affordable Living Spaces

Motion 10:12:19

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

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.

14. **Adjournment:**

Motion 10:12:20

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

MOTION CARRIED
Unanimous at 9:20 p.m.

Mayor

Assistant CAO