

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, FEBRUARY 1, 2011 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, P. Simons,
L. Thorogood & 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 11:02:01 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 January 18, 2011

Motion 11:02:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on January 18, 2011 be approved with the following correction and as otherwise presented:

Page 8 - Councillor Bachman was not in attendance at the Public Hearing for Bylaw 2001-10.

MOTION CARRIED
Unanimous

(b) Business Arising from the January 18, 2011 Meeting Minutes

Mayor Richards informed Council that the Town has received correspondence from the Province stating that our application for emergent funding to replace the Red Willow Creek Culvert has been denied.

It was noted that the Town will continue to investigate funding options as this (expensive) project is needed and the Province is planning to replace the immediately adjacent culvert under Highway 56 in 2013.

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

5. **Delegations:** (a) 7:15 p.m. RCMP Sgt. R. Schmidt Re:

- Report on 2010 Goals
- Input required on 2011 Goals
- Human Resources Update
- Introduction of New Constable Bill Lewadniuk

This item was dealt with later in the meeting.

6. **Administration:**

(a) Memo re: New Contract – Alberta Animal Services

CAO, R. Stoutenberg advised that Council has previously discussed this item on December 21st, 2010 and directed Administration to negotiate a revised proposal for Council's consideration.

As directed by Council the level of contracted bylaw enforcement services for the six months October through March will be 120 hours per month, and will be increased to 160 hours per month during the six months April through September. This is up from a constant 80 hours per month under the currently expired contract.

This increase in contracted hours will allow Alberta Animal Services to provide a higher level of bylaw education, handle a growing number of calls for service/complaints, and will provide enough hours to maintain a noxious weeds program.

The originally proposed contract fee of \$75 per hour has been negotiated down by \$5 per hour to \$70 per hour. This rate is contractually fixed for 5 years and works out to be a modest \$2 per hour annual increase over a ten year period October 2006 to January 2016.

This revised/negotiated contract will require an expenditure increase adjustment to the 2011 Interim Operating Budget in the amount of \$28,000.

Alberta Animal Services has also agreed to report to Council twice per year on program results and to seek direction for the upcoming season's enforcement priorities.

CAO R. Stoutenberg reviewed the proposed annual work plan for bylaw enforcement as provided by Alberta Animal Services.

Discussion ensued regarding clarification of specific provisions in the contract, standard priority items identified in the work plan, educational/public notice initiatives, and the overall cost increase associated with the service level increase.

Motion 11:02:03

Moved by Councillor Thorogood that the Town of Stettler Council approve the 5 year Enforcement Services Contract, Work Plan and Protocols with Alberta Animal Services, as presented, subject to the enhancement of contractual wording with respect to general bylaws and noxious weeds enforcement responsibilities. And that Administration is directed to make necessary expenditure adjustments to the annual Operating Budget.

MOTION CARRIED (5-2)
Opposed Councillors Campbell & Simons

(b) Review Draft 2011 Strategic Plan

CAO R. Stoutenberg presented the 2011 Strategic Planning items that were compiled at the Strategic Planning Session held on January 11th, 2011. The overall list included 27 items; individual action plans and responsibility have been developed for the top six goals identified.

Council reviewed the action plans and responsibility on an item by item basis as follows:

1. Improved Health Care – Facilities/Services
2. Consider Indoor Sports Facility Options
3. Highway Entrance Improvement
4. Determine if there are College/Fire School Opportunities
5. Institutional Facility
6. Additional/Improved Festivals

CAO R. Stoutenberg stated that updates will come back to Council on a regular basis including highlights of the accomplishments/steps completed to date.

It was noted the current ranking system has interpretive limitations and requires further explanation to enhance the public's understanding of the overall process.

CAO R. Stoutenberg advised that although action plans have been developed for only the top six items, any of the items may get further attention should circumstances warrant later in the year.

Motion 11:02:04

Moved by Councillor Wildeboer that the Town of Stettler Council approve the 2011 Strategic Plan as presented.

MOTION CARRIED
Unanimous

(c) Library 2011 Operating Budget

Mayor Richards with the mutual consent of Council determined it would be appropriate to defer consideration of the 2011 Library Operating/Funding Budget to a future meeting to allow further information to be received.

Motion 11:02:05

Moved by Councillor Campbell that the Town of Stettler Council table consideration of the 2011 Library Operating/Funding Budget to a subsequent meeting to allow for further information to be received.

MOTION CARRIED
Unanimous

(d) Memo re: Use of Town Truck

The Memo from the Manager of Operations M. Robbins respecting permission to use a Town vehicle to transport family members to/from school/daycare at the beginning or the end of a day was reviewed.

CAO R. Stoutenberg reported that the current Town Policy regarding personal use of Town vehicles is that they shall not be used for transportation of persons who are not engaged in Town business.

He advised further that strict adherence to this policy can sometimes result in an inefficient use of time management for an affected employee.

Discussion ensued respecting the appropriateness of allowing an on-call employee to use a Town vehicle for some personal use while either going to or coming from a work site.

Administration advised that there are no insurance concerns relating to this use, or any logistical concerns relating to her required use of properly certified detachable child seating that is appropriate for the intended passenger.

Discussion continued regarding whether the policy should be amended or whether Council could deal with this matter as a special circumstance.

CAO R. Stoutenberg advised that Council could do either, however a policy amendment would have to be brought back to a subsequent Council meeting if so desired.

Discussion ensued respecting just what should be included in a special circumstances motion.

Motion 11:02:06

Moved by Councillor Fischer that the Town of Stettler Council approve that the Manager of Operations – Melissa Robbins be allowed while on-call to use a Town vehicle, as assigned to transport family members from time to time as a special circumstance resulting in an enhancement to organizational efficiency. And that the Town's existing policy respecting the use of Town vehicles remains intact, with this exception. And further that this permission is granted for 1 year, and is required to be annually renewed by CAO.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$1,264,218.96

Motion 11:02:07

Moved by Councillor Bachman that Accounts Payable in the amounts of \$661,997.22 & \$602,221.74 for the period ending January 28, 2011 for a total amount of \$1,264,218.96 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. **Delegations:**

(a) 7:15 p.m. RCMP Sgt. R. Schmidt Re:

- Report on 2010 Goals
- Input required on 2011 Goals
- Human Resources Update
- Introduction of New Constable Bill Lewadniuk

Sgt. Rowland Schmidt, RCMP Detachment Commander and Constable Bill Lewadniuk entered the meeting at 7:15 p.m.

Sgt. R. Schmidt introduced Cst. B. Lewadniuk as a new Constable at the Stettler Detachment. It was stated that Stettler is Cst. Lewadniuk's first posting as a Member of the RCMP, and that he is posted to Stettler as a provincial surplus to establishment - Rural.

Members of Council and Administration welcomed Cst. B. Lewadniuk to the community.

Sgt. R. Schmidt presented the 2010 Annual Report for the Stettler Detachment and provided a brief update of current operations and staffing levels at the local detachment.

He further highlighted the progress that was made regarding the RCMP's national and provincial priorities as well as those priorities that Council locally supported in 2010 being the implementation RCMP initiatives/tactics aimed at reducing incidents of drug trafficking, senseless graffiti/vandalism, as well as to enhance/improve traffic safety.

Discussion ensued regarding various statistical information items included in the report.

Highlights included that total calls to the detachment saw an increase of 12%, however total criminal/drug/federal workload in the Town of Stettler saw a decrease by 5%.

Discussion continued regarding the relatively high number of false alarm responses, harassment and disturbing the peace calls.

Sgt. R. Schmidt reviewed the overall workload split between urban and rural being 75%/25% based on total calls and closer to 70%/30% based on criminal calls only.

He concluded his presentation by providing Council with an overview of the Community Resource Officer Program and the Heartland Victim Services Workload, and stressed the value and importance of having both in our community.

Mayor Richards with the mutual consent of Council determined that it would be appropriate to discuss local Council/RCMP priorities for 2011/12 at a later meeting.

Mayor Richards thanked RCMP Detachment Commander, Sgt. R. Schmidt for his informative report and presentation.

Mayor Richards thanked delegation members for attending the meeting.

Sgt. R. Schmidt and Cst. B. Lewadniuk departed the meeting at approximately 7:52 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Jan 21 - Stettler Middle School with CAO – Local Government
 - Town Office
- Jan 24 - Joint Town/County Meeting
- Jan 25 - Met with local resident regarding concerns with snow & neighbor – Brokered a settlement
- Jan 28 - Physician Recruitment Meeting with Councilor Thorogood and CAO
 - Town Office

(b) Councillor Bachman

- Jan 6 - Library Board
 - Ministers Award Presentation
- Jan 11 - Strategic Planning

(c) Councillor Campbell

- Jan 20 - RDRMUG
- Jan 24 - Joint Town/County Meeting
- Jan 26 - Red Deer Regional Water Shed Alliance

(d) Councillor Fischer

- Jan 24 - Joint Town/County Meeting
- Jan 25 - FCSS Meeting

(e) Councillor Simons

- Jan 24 - Joint Town/County Meeting
- Jan 27 - County of Stettler Housing Authority Budget Meeting

(f) Councillor Thorogood

- Jan 24 - Joint Town/County Meeting
- Jan 28 - Physician Recruitment Meeting with Mayor and CAO

(g) Councillor Wildeboer

- Jan 24 - Meeting with Mark Dennis Re: Fire Hall Parking Lot
- Jan 25 - Joint Town/County Meeting

8. **Minutes:** (a) None

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) None

11. **Correspondence:** (a) Social Media Use Post Election

Motion 11:02:08 Moved by Councillor Fischer that correspondence item 11(a) be accepted for information.

MOTION CARRIED
Unanimous

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

13. **In-Camera Session:** (a) In-Camera Session – Planning Matter

Motion 11:02:09 Moved by Councillor Campbell that the Town of Stettler Council proceed into an In-Camera Session with the CAO & Assistant CAO present to discuss the above In-Camera items.

MOTION CARRIED
Unanimous at 8:02 p.m.

Motion 11:02:10 Moved by Councillor Bachman that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous at 8:20 p.m.

14. Adjournment:

Motion 11:02:11

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

MOTION CARRIED
Unanimous at 8:20 p.m.

Mayor

Assistant CAO