

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, FEBRUARY 19, 2013 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 13:02:13 Moved by Councillor Wildeboer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held February 5, 2013

Motion 13:02:14 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on February 5, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the February 5, 2013 Meeting Minutes

None

(c) Minutes of the Committee Meeting held February 12, 2013

Motion 13:02:15 Moved by Councillor Campbell that the Minutes of the Committee Meeting held on February 12, 2013 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the February 12, 2013 Committee Meeting Minutes

None

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

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

6. **Administration:**

(a) Committee Recommendations

1. Policy X-1(f) – Campground Fee Rates

CAO R. Stoutenberg highlighted that the camping experience has been improved at the Lions Campground with the addition of free WiFi, 30 amp power services, paved laneways, and the dumping station will be rebuilt this spring. The community amenities near the campground include: the SRC (pool, arenas & library), spray park, golf course, walking paths, fishing, sports fields (soccer & ball) and music in West Stettler Park on Wednesday evenings in the summer.

It was mutually agreed that the Lions campground is a premium urban camping experience.

Discussion ensued regarding the various rate proposed rate increases. It was noted that a basic full service site will increase from \$25 to \$28 per night. It was noted that the Policy was last amended for the 2003 season.

Motion 13:02:16

Moved by Councillor Bachman that the Town of Stettler Council approves the amended Campground Fees Policy X-1(f) as presented.

MOTION CARRIED
Unanimous

2. Policy X-1(e)(vi) – Community Hall Rental Rates

CAO R. Stoutenberg highlighted that the Community Hall has been operating with a significant deficit over the past few years. He noted that rates have not increased since 2004 and that demand/usage has been strong.

He further explained that although annual rentals have increased the net facility deficit (2012-\$51,000) has also increased because rates have not kept pace with rising operating costs like utilities and hall maintenance.

While reviewing the historical combinations of multi-day rates being charged Administration has found that the majority of Saturday/weekend functions desire some combination of three days for set up and clean up (Friday, Saturday & Sunday). Prior to these proposed new rates renters were allowed to use before and after event days for a relatively inexpensive amount provided no one else desired to book these days at full rates.

The new combination rates proposed reflect this past experience, and result in an increase in projected revenues representing a greater amount for full weekend functions.

Discussion ensued respecting the rates (new or old) for dates already booked in the future. Administration noted that the new rates will apply to all future bookings and that notice will be given to all booked functions.

Discussion continued regarding the comprehensive cleaning check list that is provided in advance to all renters. It was clarified that the list includes damage deposit deduction pricing for various cleaning duties that the renter fails to perform as required.

It was noted that Administration will need to be reasonable and consistent in its decisions to take deductions from damage deposits. Council Members expressed some concern over a few noted clean up tasks such as putting away the tables under the stage; as this may result in unnecessary damages while the renter makes a reasonable attempt to get them all to fit.

CAO R. Stoutenberg noted that this list is provided as a tool to assist the Town's clients in understanding their responsibilities rather than a punitive initiative.

It was mutually agreed that the clean up check/price list will be implemented as presented, and subsequently reviewed if deemed necessary in the future.

Motion 13:02:17

Moved by Councillor Bachman that the Town of Stettler Council approves the amended Stettler Community Hall Rental Fees Policy X-1 (e)(vi) as presented.

MOTION CARRIED
Unanimous

(b) Memo re: Second Community Garden Location

CAO R. Stoutenberg advised that the Stettler Community Gardens officially opened in May 2010. For 2012, a final expansion of 4,400 sq. ft. was added to the existing garden site. In 2013 the Committee has restricted the size of sites per person and contacted Parks and Leisure Services to find an additional location to develop.

Many of the sites from previous discussions were looked at as well as a preferred new site behind the compost bins just off 60th Street and 41st Avenue.

Pros

1. Close to compost bins for gardeners to clean up garden.
2. This location is rising out of the poor soil zone that is prevalent close to the Red Willow Creek flood plain.
3. In a heavily populated area. Within walking distance of many residents.
4. In a utility right-of-way rather than a park or boulevard space.
5. Good visibility for showcasing and preventing vandalism.
6. Good sunlight.

Cons

1. Limited parking (some parking would need to be added).

CAO R. Stoutenberg explained that the Beautification Committee, on December 6, 2012 unanimously passed the following motion:

Moved by Marilyn Crowshuman that the Beautification Committee recommend to Council for the second site of the Community Gardens just off 60th Street & 41st Avenue.

MOTION CARRIED
Unanimous

Discussion ensued regarding:

- Plans are for the whole site to be raised using compost.
- The underground high pressure gas line (ROW) along this green space corridor limits the uses. Gardening is a good fit.
- Grass clipping compost bins already located at this site.
- Concern over compost bins already located at this site.
- The existing compost bins already located at this site.
- Encouraged there to be an entrance/fencing feature like at the other site for visual neighborhood aesthetics.

Administration is recommending Town Council to approve the location as recommended by the Beautification Committee pending the development permit application.

Motion 13:02:18

Moved by Councillor Wildeboer that the Town of Stettler Council approve a second site for the Community Gardens at the location of 60 Street & 41 Avenue pending the development permit application.

MOTION CARRIED
Unanimous

(c) Discussion re: Animal Haven Dog License Support

Mayor Richards explained that he has met with the Animal Haven Rescue League who has requested that the Town consider supporting their local animal rescue and adoption program by providing current year licenses for the animals that they rescue at no charge.

The animals they attempt to relocate receive necessary vaccinations, municipal licensing and are spayed or neutered prior to being offered for adoption. They currently process 30 to 50 animals each year.

The expectation would be that the license would be ultimately transferred to a new owner, and that the Town would be given this information for subsequent renewal tracking purposes.

It was noted that this local non-profit organization operates through fundraising initiatives and ultimately provides animal adoption services that are somewhat complimentary to the Town's Animal Control Services Enforcement Contract.

Members of Council mutually acknowledged that the organization provides a valued service in the community and at no cost to the Town. It was noted that this organization could actually save the Town some enforcement costs.

Discussion ensued regarding conditions for interim licensing support, if any:

- Would the Town provided (free) license be transferable to a new owner for the remainder of the year of adoption? It was mutually agreed that the free license granted to the Animal Haven would not be transferable to a new owner, thus making a new owner responsible for Town licensing, if applicable.

- The intention of the free licensing provided by the Town is to be relatively temporary in nature to assist the Animal Haven Rescue League with holding costs while animals are in transition.
- The length of time or the number of years that any specific license will be provided (for free) to the Animal Haven Rescue League was not contemplated, but remains the sole discretion of the Town. This maximum duration or term is applicable to those animals that have not been formally adopted and remain in (long term) foster care with residents in the Town.

Motion 13:02:19

Moved by Councillor Fischer that the Town of Stettler Council approve support for the Animal Haven Rescue League in the form of providing interim animal licensing at no cost to the Organization for a reasonable duration of time during the fostering/adoption period.

And that the Animal Haven Rescue League is responsible for advising all adopting Town residents that they are responsible for purchasing a new animal license. And further that the Animal Haven Rescue League will notify the Town, following the adoption of an animal, to terminate the existing (free) license and provide new owner information, if applicable.

MOTION CARRIED
Unanimous

(d) Bank Reconciliation as of January 31, 2013

Motion 13:02:20

Moved by Councillor Thorogood that the Town of Stettler Council approve the Bank Reconciliation as of January 31, 2013 as presented.

MOTION CARRIED
Unanimous

(e) Accounts Payable in the amount of \$391,380.31

Motion 13:02:21

Moved by Councillor Simons that Accounts Payable in the amounts of \$317,958.40 & \$73,421.91 for the period ending February 14, 2013 for a total amount of \$391,380.31 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Feb 8 - Town Office duties.
- Feb 11 - Picture with the Stettler Independent re: Queen Diamond Jubilee Medal.
- Feb 14 - Mayor's Caucus in Edmonton.
- Feb 15 - Meeting with Animal Haven Rescue Group.
- Feb 18 - Kinette Family Day at the SRC.

(b) Councillor Bachman

- Feb 12 - Committee of the Whole Meeting.
- Feb 14 - Library Meeting.
- Feb 18 - FCSS Meeting.

(c) Councillor Campbell

- Jan 31 - AB Health Services Meeting.
- Feb 7 - Canadian Badlands Meeting.
- Feb 8 - Battle River Watershed Alliance Meeting.
- Feb 12 - Committee of the Whole Meeting.
 - Tire Recycling Meeting.

(d) Councillor Fischer

- Jan 25 - Brought Greetings on behalf of the Town at the Elks Provincial Curling Playdowns.
- Jan 29 - Meeting with John Hull, Architect for the SRC.
- Jan 30 - Distributed posters for upcoming Seniors Centre Open House on February 26 at the SRC.
- Feb 7 - Emerging Trends in Municipal Law in Calgary.
- Feb 12 - Meeting with John Hull re: SRC – Seniors, Library, projects, etc.
 - Committee of the Whole Meeting.
- Feb 13 - Presentation at County Council re: Seniors Facility Planning.
- Feb 14 - Spoke with the Stettler Independent and Q93.3 re: Seniors Facility Planning.
- Feb 18 - FCSS Meeting.

(e) Councillor Simons

- Jan 30 - Housing Information Session with Municipal Affairs staff.
- Jan 31 - Meeting with AHS staff regarding long-term care.
- Feb 12 - Campus AB Central Governance Team Meeting.
 - Committee of the Whole Meeting.

(f) Councillor Thorogood

- Feb 8 - Meeting with B. Willis re: Queen's Diamond Jubilee Medal Presentation.
- Feb 9 - PC Annual General Meeting with MP Kevin Sorenson.

(g) Councillor Wildeboer

- Feb 7 - Heartland Beautification Committee Meeting.
- Feb 12 - Stettler Board of Trade Annual General Meeting & Regular Meeting.
 - Committee of the Whole Meeting.

8. Minutes:

(a) Physician Recruitment & Retention Meeting of January 10, 2013

Motion 13:02:22

Moved by Councillor Thorogood that the Town of Stettler Council accept the minutes, item 8(a) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) Legal Communiques – Campaign Platforms and Councillor Duties
- (b) Legal Communiques – Can Councillors Serve as ARB Members?
- (c) Member Notices – Alberta Town Uses New Approach to Reduce Speeding Risk
- (d) Member Notices – Municipal Affairs and AUMA Discuss the MGA Review Process
- (e) Member Notices – Community Revitalization Levy Approved for the Town of Cochrane
- (f) Provincial Water Conversations
- (g) Parkland Regional Library – Board Meeting Highlights
- (h) Lacombe County – Draft Management Plan for the Battle River Basin

Motion 13:02:23

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) Personnel Matter re: Compensation

Motion 13:02:24

Moved by Councillor Bachman that the Town of Stettler Council proceed into an In-Camera Session.

MOTION CARRIED
Unanimous at 7:30 p.m.

Motion 13:02:25

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

MOTION CARRIED
Unanimous at 8:09 p.m.

14. **Adjournment:**

Motion 13:02:26

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

MOTION CARRIED
Unanimous at 8:10 p.m.

Mayor

Assistant CAO