

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, FEBRUARY 21, 2012 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 12:02:24** Moved by Councillor Bachman to approve the agenda as presented with the following deletion:

6(b) Delete – Verbal Report from Councillor Simons & Mayor Richards re: Strategic Planning Item #1 – Indoor Sports Facility Thru Partnership.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held February 7, 2012

**Motion 12:02:25** Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on February 7, 2012 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the February 7, 2012 Meeting Minutes

None

(c) Minutes of the Committee of the Whole Meeting of held February 14, 2012

**Motion 12:02:26** Moved by Councillor Wildeboer that the Minutes of the Committee of the Whole Meeting held on February 14, 2012 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the February 14, 2012 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) Memo re: Vision Statement

Graham Scott, GIS Coordinator/Technician entered the meeting at 6:33 p.m.

Mayor Richards welcomed G. Scott to the meeting.

Mayor Richards explained that in recent years the general mindset in our community has evolved somewhat to accept the protection of the environment and social responsibilities as important values. Therefore, it may be time to include these within our organization's Vision/Mission Statement.

CAO, R. Stoutenberg advised that resulting from the annual Strategy Planning Session held on January 10, 2012 a few options regarding the Town Mission Statement have been prepared for consideration.

Our mission statement addresses the service delivery role of government, which many such statements do. Also included are "visitors" which seems to be more unique in municipal mission statements, but is neighbourly and forward thinking regarding tourism.

Areas perhaps neglected in our current mission statement include sustainability, environmental or "greening" considerations and the representative role of government. It is worth noting that sustainability does not just address environmental considerations, but also social and economic as shown in the agenda materials and often referenced by the "triple bottom line".

Roundtable discussion ensued regarding the inclusion of various words and the interpretive implications of each.

Mayor Richards concluded that alternative "D" is mutually supported subject to the removal of the following words: "work cooperatively" and "sustainable".

**Motion 12:02:27**

Moved by Councillor Wildeboer that the Town of Stettler Council approve a revised Mission Statement for the Town of Stettler as follows:

**We will provide a high quality of life for our residents and visitors through leadership and the delivery of effective, efficient and affordable services that are socially and environmentally responsible.**

MOTION CARRIED  
Unanimous

Mayor Richards thanked G. Scott for his valuable input.

(b) Report from Councillor Simons & Mayor Richards re: Strategic Planning Item #1 - Indoor Sports Facility Thru Partnership

This item was deleted from the agenda as the School Board has been unable to consider this item to date. This item will be brought back to Council at a later date.

(c) Discussion re: HYC Funding

This item was dealt with later in the meeting.

- (d) Reminder of IDP Meeting (Maximum Controls) on March 9, 2012 at 10:00 A.M. at County Office and a Request to set a meeting to prepare Council for this Meeting

This item was dealt with later in the meeting.

- (e) Memo re: Subdivision 2011-09

This item was dealt with later in the meeting.

- (f) Memo re: DC4: Urban Reserve Direct Control (4403-47 Avenue)

This item was dealt with later in the meeting.

- (g) Memo re: DC4: Urban Reserve Direct Control (7102-50 Avenue)

This item was dealt with later in the meeting.

- (h) Bank Reconciliation as of January 31, 2012

**Motion 12:02:28**

Moved by Councillor Campbell that the Town of Stettler accept the Bank Reconciliation as of January 31, 2012 as presented.

MOTION CARRIED  
Unanimous

- (i) Accounts Payable in the amount of \$351,112.38

**Motion 12:02:29**

Moved by Councillor Fischer that Accounts Payable in the amounts of \$52,123.89, \$107.10 (VOID), and \$299,095.59 for the period ending February 16, 2012 for a total amount of \$351,112.38 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 10 - Town Office duties.
- Call to Inspector Glenn DeGoeij re: Staffing.
- Feb 14 - Committee Meeting.
- Feb 15 - Attended Mayor's Meeting in Edmonton
- Feb 16 - MLA's breakfast at Mayor's Caucus.
- Feb 17 - Town Office duties.
- Photo with Beautification Committee re: Bring Your Own Bag Proclamation.
- Feb 20 - Family Day Carnival at the SRC.

- (b) Councillor Bachman

- Feb 9 - Stettler Library Board Meeting.
- Feb 14 - Committee Meeting.

- (c) Councillor Campbell

- Feb 8 - Tourism Summit 2012 in Trochu.
- Feb 13 - Red Deer River Watershed Alliance Meeting.
- Feb 17 - Red Deer River Watershed Alliance Ambassador Breakfast.

- (d) Councillor Fischer
- Feb 9 - Meeting with Councillor Thorogood re: senior's input for facility.
    - Campus Alberta Meeting.
    - Met with Theresa Tempest re: FCSS/Family Counseling discussion.
  - Feb 14 - Committee Meeting.
  - Feb 19 - Put up posters for seniors activity in March.
  - Feb 20 - Attended Family Day activities at the SRC.
- (e) Councillor Simons
- Feb 14 - Committee Meeting.
- (f) Councillor Wildeboer
- Feb 14 - Stettler Board of Trade Meeting.
    - Committee Meeting.
- (g) Councillor Thorogood
- Councillor Thorogood entered the meeting at 6:56 p.m.
- Feb 9 - Met with Councillor Fischer re: Seniors facility.
    - Attended County of Stettler Housing Meeting for Councillor Simons.

G. Scott departed the meeting at approximately 7:00 p.m.

Leann Graham, Development Officer entered the meeting at approximately 7:00 p.m.

Mayor Richards welcomed L. Graham to the meeting.

- (d) Reminder of IDP Meeting (Maximum Controls) on March 9, 2012 at 10:00 A.M. at County Office and a Request to set a meeting to prepare Council for this Meeting

CAO R. Stoutenberg explained that a meeting to prepare Council for the upcoming IDP meeting (Resolution of Disagreement Process) with the County of Stettler Council will be held on Wednesday, March 7, 2012 from 12:00 noon to 2:00 P.M.

- (e) Memo re: Subdivision 2011-09

L. Graham, Development Officer explained that Clint Kneeland has submitted a revised tentative plan (attachment #1) requesting an amendment for subdivision 2011-09. The revision shows the lane turn around flipped to the east rather than the west. This revision allows for the developer to utilize more land for lots at the south end of the development.

The major implication of the revised plan is the change in MR dedication from 0.34 acres to 0.30 acres. The MGA requirement for MR dedication is 10% of the parcel being developed; in this case the parcel is 0.75 acres therefore would only require Clint to provide 0.07 acres in MR dedicated land.

On November 15, 2011 the Town of Stettler Subdivision Authority approved a subdivision to create twelve mobile home lots. The subdivision approval dated November 18, 2011 was issued subject to the following conditions:

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; and

3. The application is consistent with the Land Use Bylaw 1976-08.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. The owner/applicant shall enter into, and comply with the terms and conditions of, a development agreement with and to the satisfaction of the Town of Stettler, in accordance with Section 655 of the Municipal Government Act, as amended, with regard to all municipal improvements such as water supply, sewage disposal, storm water management, shallow utilities, road improvements including curb and gutter, property accesses, and other conditions as may be required.
4. Required easements for servicing and drainage shall be dedicated to the Town of Stettler upon subdivision.
5. The owner/applicant shall prepare and submit to the Town for approval, at no cost to the Town, engineering design drawings that are required for the construction of municipal improvements.
6. The issuance of a Construction Completion Certificate for the municipal improvements to the Town's satisfaction, pursuant to the subdivision development agreement referenced above.
7. That the owner/applicant provides separate utility service connections to each property
8. The owner/applicant will dedicate +/- 0.34 acres of reserve land to the Town of Stettler for future park and pathway connections.

**Motion 12:02:30**

Moved by Councillor Fischer that the Town of Stettler Council accepts the revised tentative plan of subdivision and approves the amendment of Subdivision 2011-09 based on the original approval and conditions amending condition #8 to read:

8. The owner/applicant will dedicate +/- 0.30 acres of reserve land to the Town of Stettler for future park and pathway connections.

MOTION CARRIED  
Unanimous

- (f) Memo re: DC4: Urban Reserve Direct Control (4403-47 Avenue)

L. Graham, Development Officer explained that the applicants are proposing development of an Addition consisting of a Double Attached Garage and Living Space to an existing Single Family Dwelling at 4403 – 47 Avenue. The development is proposed in the Land Use District DC4: Urban Reserve Direct Control.

The Single Family Dwelling is located on the north end of the 1.45 acre parcel while the south end of the property accessing off of 46 Avenue is occupied by an industrial shop used for engine machining.

In 2008 Town of Stettler Council after lengthy discussions rezoned this block of properties from UR: Urban Reserve to DC4: Direct Control Urban Reserve. By establishing this district all decisions pertaining to development would be directed to Council for approval (see attached zoning excerpts and map of the area).

The long-range plan identified in the Municipal Development Plan for this area is Industrial. The intention of the Urban Reserve Direct Control District was to allow existing uses to remain while maintaining the long term plan to have this area transition into Industrial.

**Option 1:**

That Town of Stettler Council denies the applicant's request for an Addition consisting of a Double Attached Garage and Living Space to an existing Single Family Dwelling at 4403 – 47 Avenue and upholds the Municipal Development Plan which outlines the long-term plan for industrial uses.

**Option 2:**

That Town of Stettler Council approves the applicant's request for an Addition consisting of a Double Attached Garage and Living Space to an existing Single Family Dwelling at 4403 – 47 Avenue.

Discussion ensued regarding the long term Industrial Zoning that surrounds the property. It was noted that the property owner is well aware of the Industrial Zoning surrounding the property and the long-range use of this property being for industrial uses.

Discussion ensued regarding the basic rights of the property owner, both now and in the future respecting this direct control zoning within a larger industrial zone.

It was mutually agreed that the specifically proposed improvement/addition to the existing home will allow the property owner an enhanced level of comfort while not detrimentally eroding, restricting or financially impairing the property's eventual and ultimate transition to Industrial use.

**Motion 12:02:31**

Moved by Councillor Thorogood that the Town of Stettler Council approve the applicant's request for an Addition consisting of a Double Attached Garage and Living Space to an existing Single Family Dwelling at 4403 – 47 Avenue.

MOTION CARRIED  
Unanimous

(g) Memo re: DC4: Urban Reserve Direct Control (7102-50 Avenue)

L. Graham, Development Officer explained that the applicants are proposing to purchase 7102 – 50 Avenue in the Repp subdivision. Prior to finalizing the sale they are looking for Town approval for a 20' x 23' addition to an existing 23' x 34' shop.

Ben Van Haga currently owns and operates a transport truck business and requires additional space in the shop for the storage and maintenance of his truck.

Further the applicants would also like to install a 2.0 meter (6.5 ft.) perimeter fence for privacy purposes along the south and west property boundary as well as along the west side of the driveway (see attached).

The property is located within the recently annexation area and is identified in the Intermunicipal Development Plan (IDP) as a Town Immediate Growth Area. In 2011 the Town of Stettler designated this area as Land Use District DC4: Urban Reserve Direct Control and therefore all decisions pertaining to development must be directed to Council for approval.

The long-range plan identified in the (IDP) for this area is mixed business. The intention of the Urban Reserve Direct Control District was to allow existing uses to remain while maintaining the long term plan to have this area transition into mixed commercial/industrial.

Based on the future industrial/commercial plan as well as the existing operations in the area, the application for a shop expansion/improvement is conducive to the area and transition to mixed business.

**Option 1:**

That Town of Stettler Council approves the applicant's request for an Addition to an existing shop and fence at 7102 – 50 Avenue while upholding the intent of the (IDP) which outlines the long term plan for the area as mixed business.

**Option 2:**

That Town of Stettler Council denies the applicant's request for an Addition to an existing shop and fence at 7102 – 50 Avenue stating reasons.

Discussion ensued regarding the proposed privacy fence and the challenges associated with the 6.5 ft wood fence around the entire yard. It was noted that only a 4 foot fence is allowed in the front yard as per the Town's Land Use Bylaw.

Mayor Richards thanked L. Graham for attending the meeting and providing valuable input.

**Motion 12:02:32**

Moved by Councillor Thorogood that the Town of Stettler Council approves the applicant's request for an Addition to an existing shop at 7102 – 50 Avenue while upholding the intent of the (IDP) which outlines the long term plan for the area as mixed business.

And further approves perimeter fencing subject to and in accordance with the restrictions contained within the Land Use Bylaw for this area.

MOTION CARRIED  
Unanimous

L. Graham departed the meeting at 7:20 p.m.

(c) Discussion re: Heartland Youth Centre (HYC) Funding

CAO R. Stoutenberg explained that this item was discussed at the previous Council Meeting and was carried forward to this meeting with the hope of having additional information available.

It was noted that due to funding cuts from the FCSS that the HYC is in need of a relatively small amount of annual sustainable funding to support their child/youth programming initiatives. It was noted that their primary source of funding remains dependent on successful fundraising endeavors/activities.

Mayor Richards with the mutual consent of Council agreed that this item should be discussed with the County Council at a future Joint Meeting.

Discussion ensued regarding the need for the Town to make a decision with or without County of Stettler support. It was noted that although the HYC has lost \$25,000 in annual FCSS funding, the HYC is in need of even a greater amount of funding based on annual budgetary shortfalls projected.

Discussion continued respecting the timing of their presentation to Council being after the Town's 2012 Interim Operating Budget being set. Administration identified that it would be more appropriate and accurate to present funding options for Council's consideration during the 2012 Tax Operating Budget process (in April/May) rather than in isolation of other factors which may also impact the Budget.

It was mutually agreed that the immediate timing of a decision is not a critical factor to the HYC.

**Motion 12:02:33**

Moved by Councillor Thorogood that the Town of Stettler Council direct Administration to include various funding options and implications for Heartland Youth Centre funding in the 2012 Tax Operating Budget process for Council's consideration.

MOTION CARRIED  
Unanimous

(h) Bank Reconciliation as of January 31, 2012

This item was dealt with earlier in the meeting.

(i) Accounts Payable in the amount of \$351,112.38

This item was dealt with earlier in the meeting.

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

This item was dealt with earlier in the meeting.



8. **Minutes:** (a) Heartland Beautification Meeting of February 2, 2012  
(b) Stettler Regional Board of Trade & Community Development Meeting of January 10, 2012

**Motion 12:02:34**

Moved by Councillor Wildeboer that the Town of Stettler Council accept the minutes, items 8(a) & 8(b) as presented.

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) Elected Officials Education Program  
(b) Clearview Public Schools re: Town Bylaws  
(c) Senior Structural Engineer – Mingyu Li  
(d) Letter re: Resident of Willow Creek Lodge  
(e) Stettler & District Handibus Society  
(f) Legal Communiques

**Motion 12:02:35**

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

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) Welcome Richard Froese to Community
- Mayor Richards on behalf of Council welcomed Stettler Independent Reporter Richard Froese on his return back to the community.

13. **In-Camera Session:** (a) Kevin Duvall, Alberta Animal Services re: Unsightly Property  
(b) Mark Dennis, Regional Fire Chief re: Regional Fire Agreement & Policy XVII-1(a) – Fire Service Fees

**Motion 12:02:36**

Moved by Councillor Bachman that the Town of Stettler Council proceed into an In-Camera Session with the CAO, Assistant CAO, Kevin Duvall, Alberta Animal Services and Mark Dennis, Regional Fire Chief present to discuss the In-Camera items.

MOTION CARRIED  
Unanimous at 7:40 p.m.

Kevin Duvall departed the meeting at 7:56 p.m.

Mark Dennis departed the meeting at 9:04 p.m.

**Motion 12:02:37**

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

MOTION CARRIED  
Unanimous at 9:04 p.m.

14. Adjournment:

**Motion 12:02:38**

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

MOTION CARRIED  
Unanimous at 9:04 p.m.

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Mayor

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Assistant CAO