

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, FEBRUARY 5, 2008 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peeples,  
D. Richards & L. Thorogood  
  
Town Manager R. Stoutenberg  
Director of Finance & Administration G. Switenky  
  
Press (1)  
Public (7)

**Absent:** None

**Call to Order:** Mayor J. Hunter called the meeting to order at 4:00 p.m.

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

**Motion 08:02:01** Moved by Councillor Richards to approve the agenda as presented with the following addition:

12(a) Meeting with David Thompson Health Region (DTHR)

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held January 22, 2008

**Motion 08:02:02** Moved by Councillor Dennis that the Minutes of the Regular Meeting of Council held on January 22, 2008 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the January 22, 2008 Minutes

None

4. **Citizen's Forum:** (a) 4:05 P.M. – Sherm Cherewko

Sherm Cherewko complimented Council on the fine job they are doing and inquired as to Council's intention regarding downtown beautification; specifically the proposed 2008 replacement of sidewalk as a local improvement on 51<sup>st</sup> Street between 49<sup>th</sup> & 50<sup>th</sup> Avenues.

S. Cherewko stated that he does not support replacing the sidewalk on both sides of the block as the condition of the sidewalk and drainage on the west side is fairly good and does not need to be replaced at this time.

Also, he stated that he does not believe that the local property owners should be responsible for 50% of the cost as the entire community uses the sidewalk in a downtown business sector.

Mayor Hunter informed S. Cherewko that the 51<sup>st</sup> Street sidewalk local improvement will be dealt with later in the meeting.

Mayor Hunter thanked S. Cherewko for expressing his concerns to Council and for attending the meeting.

5. **Delegations:** (a) 4:30 P.M. re: 2008 Stettler Public Library Budget – Deborah Cryderman

This item was dealt with later in the meeting.

6. **Administration:** (a) Memorial Tree Park Plan & Policy X-1(h)

Town Manager, R. Stoutenberg advised that the purpose of the Memorial Tree Park is to establish an area for trees to be planted for memorial purposes.

The program will generate a tax deductible donation receipt (from the Town of Stettler) to each donor. The trees will be planted annually on the most convenient date closest to Arbor Day.

Those who contribute (purchase a symbolic tree in memory of someone) will have the departed's name recognized on a permanent granite monument in the park.

The tree park will be divided into 4 phases. Each phase must be filled in order for the next phase to begin.

Discussion ensued regarding the types of trees to be planted, the order and timing of the annual planting of trees, the overall landscaping plan for the park, and whether a donor could request a certain type of tree within limits. It was noted that all aspects of the landscaping will be under the exclusive control of the Parks & Leisure Services department; allowing the park's maturity to be appropriately managed.

It was further clarified that donors will not be purchasing a specific tree rather they are making a tax deductible contribution to the Town and specifically directing their donation towards the tree park.

**Motion 08:02:03**

Moved by Councillor Thorogood that the Town of Stettler approve Policy X-1(h) being the Memorial Tree Park Policy be accepted as presented.

MOTION CARRIED  
Unanimous

- (b) Memo re: Stettler Community Hall Subsidy Report

Town Manager, R. Stoutenberg advised that the annual deficit for the facility shows that the Town is already providing a financial break to all users based on the fact that the Town's actual costs of operating the hall exceed the amount of rental revenue in each year since 2003.

A survey of central Alberta Towns shows that most treat non-profit groups the same as other groups. A couple of Towns do offer a small discount, but only on weekdays.

Discussion ensued regarding whether it would be appropriate to relax somewhat the rental rates for locally sponsored events that are of nominal or no cost to those attending and are for the benefit of the community.

Roundtable discussion continued regarding the annual deficit of the facility, the 2007 Hall Usage Summary Report and the practical difficulties associated with the interpretation of a community event that would be eligible for a rental discount.

**Motion 08:02:04**

Moved by Councillor Dennis that the Town of Stettler continue to charge full rates for all events and to educate users of the value of their events to the Community Hall.

MOTION CARRIED (6 – 1)

Opposed: Councillor Thorogood

5. **Delegations:**

- (a) 4:30 P.M. re: 2008 Stettler Public Library Budget – Deborah Cryderman

Deborah Cryderman, Librarian and Gilda Wesner, Library Board Chairperson entered the meeting at 4:30 p.m.

D. Cryderman highlighted some of the services available at the public library, presented some statistical information for previous years (handout), and stressed the importance of a vibrant library to a community.

G. Wesner provided a brief overview of the 2008 Budget challenges for the Stettler Public Library.

D. Cryderman further outlined the individual modest increases in wages/hours proposed for each staff position included in the budget.

Town Council reviewed various line items included in the Library's 2008 Budget and the 65%/35% cost sharing with the County of Stettler. It was noted that the County has not considered/committed to the Library Budget at this time.

Town Manager, R. Stoutenberg highlighted that the Library is requesting \$102,732.50 from the Town in 2008 this represents a much needed increase of \$36,692.50 over 2007.

Mayor Hunter thanked D. Cryderman and G. Wesner for presenting the Library Board's 2008 Budget and for the valuable services the library provides to the community.

D. Cryderman and G. Wesner departed the meeting at 4:40 p.m.

Discussion ensued regarding the necessity for the substantial increase in the level of municipal financial contribution required to operate the Library in 2008.

It was stated that the Library Board will be working at developing a formal "Operational Funding Agreement" for the Town and the County; one that will ensure a fair and equitable funding mechanism/commitment by both Council's.

**Motion 08:02:05**

Moved by Councillor Garbutt that the Town of Stettler Council accept the Stettler Public Library 2008 Budget as presented, and further approve a \$102,732.50 grant in the Town's 2008 Operating Budget to financially assist their operations.

MOTION CARRIED  
Unanimous

6. **Administration Con't:** (c) 51<sup>st</sup> (Between 49<sup>th</sup> & 50<sup>th</sup> Avenues) Sidewalk Local Improvement Plan

Mayor Hunter declared a possible conflict of interest as a locally affected property owner and by departing the meeting excused himself from discussion and voting on the matter.

Deputy Mayor Councillor Peeples assumed the chair.

Town Manager, R. Stoutenberg advised that the Town held an Open House on Friday, February 1, 2008 for affected property owners. He outlined some of the concerns/opinions expressed by those who attended.

The primary concern was that the sidewalk on the west side of the block does not need to be replaced at this time because it is in fairly good condition.

Town Manager, R. Stoutenberg explained Council's options respecting proceeding with initiating a local improvement on both sides of the block, only on one side of the block, or simply not to initiate a project at all.

Discussion ensued regarding the general condition of the sidewalks along both sides of the block.

It was mutually agreed that Council will not proceed with initiating a local improvement to replace the sidewalk on the west side of the block.

Discussion continued regarding the scope of the project on the east side in combination with the parking lot and street paving.

Town Manager R. Stoutenberg commented that the owner of Corner Appliance has verbally asked for the connecting sidewalk on the south side of his business (approximately 120' along 49<sup>th</sup> Avenue) to be replaced under the same local improvement program.

He stated that the condition of this sidewalk is also in need of replacement and further noted that 75% of these costs would have to be covered by the municipality because this side is considered flankage rather than frontage.

**Motion 08:02:06**

Moved by Councillor Thorogood that the Town of Stettler Council, on its own initiative propose a Local Improvement, per Section 393(1) of the *Municipal Government Act (MGA)*, for the replacement of sidewalks, curbs and gutters at the following location in 2008:

1. 51<sup>st</sup> Street between 49<sup>th</sup> & 50<sup>th</sup> Avenues on the east side only and the adjoining section on 49<sup>th</sup> Avenue from 51<sup>st</sup> Street to the alley.

And further authorize Administration to prepare a Local Improvement Plan, in accordance with Section 395 of the *MGA*, as well as, send a Notice of Intent, in accordance with Section 396 of the *MGA* to the persons who would be liable to pay the local improvement tax.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Hunter

Mayor Hunter resumed the Chair.

(d) Memo re: Annual WTP Bulk Chemicals Tender

Town Manager, R. Stoutenberg advised that three bids were received for annual water treatment plant chemicals:

1. ClearTech
2. Marsulex
3. Brenntag

ClearTech was the low bidder for most of the WTP bulk chemical components. They have been the supplier for the WTP in the past and they have been very reliable with their product and service.

Marsulex was the low bidder for the Aluminum Sulfate Liquid component.

**Motion 08:02:07**

Moved by Councillor Campbell that the Town of Stettler award the 2008 WTP bulk chemicals tender to ClearTech with the exception of the aluminum sulfate liquid, which will be awarded to Marsulex.

MOTION CARRIED  
Unanimous

(e) Memo re: Affordable Housing Report – Apartment Site Options

Mayor Hunter welcomed approximately 7 members of the public to the meeting. He acknowledged and explained that some Members of Council did not receive this "Handout Memorandum" until immediately prior to the meeting and were unable to fully review all the information provided.

Town Manager, R. Stoutenberg reviewed the Memorandum from Wes Holowachuk, Development Officer respecting various alternative options for an affordable housing apartment site that were identified at the Public Hearing held on January 8, 2008.

The alternative sites that were investigated by Administration are as follows:

1. Grandview Location (near Baptist Church)
2. Old UFA Location
3. Soccer Field Location (near West Stettler Park)
4. Rotary Campground Location
5. Public Use Location (originally proposed)

Each site was reviewed for available background information, estimated costs to acquire the property/install services, and any other key issues relating to the location.

Roundtable discussion ensued regarding the pros and cons associated with each site, addressing the concerns expressed by area property owners at the Public Hearing, and the need/demand for available affordable housing in the community.

Mayor Hunter, with the mutual consent of Council determined that it would be appropriate to defer further consideration of this matter to allow Council members adequate time to fully review and digest the information provided for each alternative site.

Mayor Hunter thanked members of the public for attending the meeting and advised Members of Council that a decision needs to be made in the very near future. He acknowledged that each location definitely has competing interests associated with it.

Members of the public departed the meeting at 5:40 p.m.

(f) Town Manager's Report

Mayor Hunter concluded that given the lateness of the hour and Council's commitment to attend a meeting at another location, the Town Manager's Report as presented will not be reviewed at the meeting.

(g) Accounts Payable in the amount of \$204,673.86

**Motion 08:02:08**

Moved by Councillor Richards that Accounts Payable for the period ending January 30, 2008 in the amount of \$204,673.86 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor Hunter concluded that given the lateness of the hour and Council's commitment to attend a meeting at another location, Council Reports will not be presented at the meeting.

Mayor and Councillors submitted their reports as follows:

(a) Mayor Hunter

- Jan 25 - Town Office duties.
- Jan 29 - Greenlab Meeting.
- Jan 30 - Meeting with RCMP.  
- Meeting with MLA, Jack Hayden re: received Affordable Housing cheque.
- Jan 31 - Mayors and Reeves Meeting in Drumheller.  
- Joint Town/County Meeting.
- Feb 1 - Town Office duties.

(b) Councillor Campbell

- Jan 28 - Demonstration of new rescue truck.
- Jan 29 - Hwy 12/21 Regional Water Meeting.
- Jan 31 - Joint Town/County Meeting.

(c) Councillor Dennis

- Jan 28 - FCSS Regular Meeting.
- Jan 29 - Hwy 12/21 Regional Water Meeting.
- Jan 30 - Meeting with RCMP.
- Jan 31 - Joint Town/County Meeting.
- Feb 1 - Stettler Waste Management Authority Meeting.

(d) Councillor Garbutt

- Jan 30 - Meeting with RCMP.
- Jan 31 - Joint Town/County Meeting.

(e) Councillor Peebles

- Jan 28
  - Stettler Ambulance Meeting.
  - FCSS Regular Meeting.
  - Demonstration of new rescue truck.
- Jan 29
  - Hwy 12/21 Regional Water Meeting.
- Jan 31
  - Joint Town/County Meeting.
- Feb 1
  - Local Improvement Open House re: 51 Street between 50 Avenue & 49 Avenue.

(f) Councillor Richards

- Jan 28
  - Stettler Ambulance Meeting.
- Jan 30
  - Meeting with RCMP.
  - Meeting with MLA, Jack Hayden re: received Affordable Housing cheque.
- Feb 1
  - Local Improvement Open House re: 51 Street between 50 Avenue & 49 Avenue.

(g) Councillor Thorogood

- Jan 28
  - Board of Trade Meeting.
- Jan 29
  - Board of Trade – RDC Consultant Tour.
- Jan 31
  - Joint Town/County Meeting.
  - Board of Trade Meeting.
- Feb 5
  - DTHR Health Trust.
  - Town Council.
  - Joint Town/County Mediation.

8. **Minutes:**

- (a) County of Stettler – Full-Scale Exercise Meeting Notes of January 9, 2008
- (b) Stettler Recycling Committee Meeting of January 9, 2008
- (c) Stettler Health Services Foundation Board Meeting of November 7, 2007
- (d) Municipal Planning Commission Meeting of January 21, 2008
- (e) Stettler Town & Country Museum Meeting of October 22, 2007

Given the lateness of the hour and Council's commitment to attend a meeting at another location the Minutes, items 8(a) to 8(e) inclusive were not reviewed at the meeting.

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**
- (a) Media Release – City Council Approves Wage Adjustments
  - (b) News Release – The Government of Canada Announces Canada Summer Jobs 2008
  - (c) Alberta's 20-Year Strategic Capital Plan

Given the lateness of the hour and Council's commitment to attend a meeting at another location, the correspondence, items 11(a) to 11(c) inclusive were not reviewed at the meeting.

12. **Items Added:**
- (a) Meeting with David Thompson Health Region (DTHR)

It was noted that interested Members of Council are invited to attend a meeting with John Vogelzang, President and CEO of the David Thompson Health Region on Friday, February 29, 2008 from 11:00 a.m. to 2:00 p.m. to discuss various items including upgrades to the Stettler Hospital and doctor recruitment.

13. **In-Camera Session:**
- (a) Municipal Dispute Resolution Services - Annexation

**Motion 08:02:09**

Moved by Councillor Peeples that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager and Director of Finance & Administration present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 5:45 p.m.

**Motion 08:02:10**

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

MOTION CARRIED  
Unanimous

14. **Adjournment:**

**Motion 08:02:11**

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

MOTION CARRIED  
Unanimous at 5:50 p.m.

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Mayor

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Director of Finance & Administration