

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, FEBRUARY 7, 2012 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Deputy Mayor, Councillor Leona Thorogood  
  
Councillors A. Campbell, D. Bachman, M. Fischer, P. Simons &  
S. Wildeboer  
  
CAO R. Stoutenberg  
Assistant CAO G. Switenky  
  
Press (2)

**Absent:** Mayor Dick Richards

**Call to Order:** Deputy Mayor, Councillor L. Thorogood called the meeting to order at 6:30 p.m.

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

**Motion 12:02:01** Moved by Councillor Fischer to approve the agenda as presented with the following additions and amendment:

- 12(a) Canadian Badlands - Request for Highway Signage Input
- 13(b) In-Camera - Development Matter Meadowlands
- 13(c) In-Camera - 6(c) Memo re: Request to Relax Policy II-4(c) - Employment Process

MOTION CARRIED  
Unanimous

Agenda Item 6(c) to be discussed In-Camera due to FOIP concerns.

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held January 17, 2012

**Motion 12:02:02** Moved by Councillor Bachman that the Minutes of the Regular Meeting of Council held on January 17, 2012 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the January 17, 2012 Meeting Minutes  
  
None

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

5. **Delegations:** (a) 6:45 P.M. - Melissa Robbins, Director of Operational Services re:

Memo Downtown Streetscape

This item was dealt with later in the meeting.

Memo re: Residential Water Meter Utility

This item was dealt with later in the meeting.

- (b) 7:05 P.M. re: Heartland Youth Centre (HYC) 2012 Budget

This item was dealt with later in the meeting.

- (c) 7:15 P.M. re: Stettler & District Handibus Society 2012 Budget

This item was dealt with later in the meeting.

6. **Administration:**

- (a) Memo re: Downtown Commercial Core Sidewalk Replacement Funding

This item was dealt with later in the meeting.

- (b) Update re: Strategic Planning

CAO R. Stoutenberg presented the 2012 Strategic Planning items that were compiled at the Strategic Planning Session held on January 10, 2012. The overall list included 30 items; individual action plans and responsibility have been developed for the top four goals identified.

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

1. Indoor Sports Facility Thru Partnership
2. Health Care Facility Updates
3. Business/Employee Attraction and Retention
4. Seniors Facility Process

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 four items, any of the items may get further attention should circumstances warrant throughout the year.

Discussion ensued regarding the actions plans and achievements to date.

**Motion 12:02:03**

Moved by Councillor Campbell that the Town of Stettler Council approve the 2012 Strategic Plan as presented.

MOTION CARRIED  
Unanimous

- (c) Memo re: Request to Relax Policy II-4(c) – Employment Process

Deputy Mayor Councillor Thorogood with the mutual consent of Council determined it to be appropriate to defer discussion of this item to the In-Camera Session due to FOIP implications.

- (d) Memo re: Tender Award for Chemical for WTP 2012

CAO R. Stoutenberg explained that tenders are completed annually for the supply and delivery of chemicals to the Water Treatment Plant.

CAO R. Stoutenberg explained that two tenders were received for multiple chemicals used at the WTP.

Council reviewed the summary of tenders.

**Motion 12:02:04**

Moved by Councillor Fischer that the Town of Stettler Council awards the 2012 Chemical Supply Tender for products and pricing as presented to ClearTech.

MOTION CARRIED  
Unanimous

5. **Delegations:**

- (a) 6:45 P.M. – Melissa Robbins, Director of Operational Services re: Memo Downtown Streetscape

Melissa Robbins, Director of Operational Services entered the meeting at 6:45 p.m.

Deputy Mayor Councillor Thorogood welcomed M. Robbins to the meeting.

M. Robbins explained that a continuation of the Downtown Streetscape program has been included in the 2012 Capital Budget for completion during the construction season. The limits of construction in 2012 are from the mid-block pedestrian crossing just south of the Town Office on 50 Street to the intersection of 50<sup>th</sup> Street and 50<sup>th</sup> Avenue.

The Town has commissioned Tagish Engineering to continue with the engineering of this project. To date, field surveys have been completed and preliminary design options for eight alternatives were administratively reviewed and filtered.

After meetings between Tagish Engineering and Town Administration, these options have been narrowed down to two that are considered most feasible for construction. Several of the options initially presented didn't accommodate traffic turning at the intersections without driving up onto the curb and sidewalk.

Conceptual drawings for both preferred options were presented with differing features being highlighted for Council's consideration.

The differences between the options are as follows:

Option 1: Shorter bulbing extends into both 50 Street and 50 Avenue. This allows there to be enough room for a dedicated right turn lane from 50 Street on to 50 Avenue. However by having the bulbing extend into 50 Avenue it eliminates the dedicated right turn capability from 50 Avenue onto 50 Street in both directions. Doing this provides additional pedestrian visibility on 50 Avenue. The bulbing on this option does not extend out to match the existing bulbing further north on 50 Street.

Option 2: Larger bulbing extends only into 50 Street. This option still accommodates a dedicated right turn lane from 50 Avenue onto 50 Street. However there is no room for a dedicated right turn lane from 50 Street onto 50 Avenue. Option 2 directly mirrors the design completed at the north end of 50 Street. This option provides two additional parking stalls on 50 Street, it allows for easier turn movements onto adjacent streets, and it's a slightly more cost effective option to build.

Roundtable discussion ensued regarding the narrowing of Main Street (50 Street) at all 3 intersections to enhance pedestrian safety, however resulting in dedicated right hand turning lane issues.

It was suggested and mutually supported that for the two remaining controlled intersections on Main Street (50<sup>th</sup> Avenue & 49<sup>th</sup> Avenue) Option 2 should be modified to shorter length bulbs on the Street face only, with no bulb protruding out on the Avenue face side. However, it was mutually agreed that the original Option 2 longer bulbs are more applicable to the uncontrolled intersection at 48 Avenue.

And further it was mutually agreed that all future mid block crossings planned on Main Street should be the same length as the new mid-block crossing at the North end.

**Motion 12:02:05**

Moved by Councillor Wildeboer that the Town of Stettler Council approves and implements Option 2 as the sidewalk standard in the downtown core for construction purposes, subject to Option 2 being modified to shorter length bulbs on the Street face only at controlled intersections, and longer bulbs on the street face only at uncontrolled intersection as well as at mid-block crossings.

MOTION CARRIED  
Unanimous

At 7:15 p.m. Deputy Mayor Councillor Thorogood temporary suspended discussion of this item to proceed with other Delegations as included in the Agenda.

(b) 7:05 P.M. re: Heartland Youth Centre (HYC) 2012 Budget

Steve Davies, Kim Weaver, Sara Wengryn & Leanna Moon entered the meeting at 7:15 p.m.

Deputy Mayor Councillor Thorogood welcomed delegation members to the meeting and initiated introductions.

S. Davies provided Council with an overview of the fragile financial health of this valued community organization. It was noted that the majority of all operational revenues come from fundraising initiatives. In addition the HYC has relied on historical annual funding provided through FCSS. In 2011 the funding from FCSS was substantially reduced by \$25,000 as a result of unfortunate permanent reductions within the FCSS budget.

The HYC has been forced to utilize limited reserves in order to survive and is in dire need of sustainable funding sources to replace the reduction from FCSS, and to help address annual operational deficits.

Discussion ensued regarding the potential to increase fees and charges for users. It was noted that most fees must remain affordable in order for the HYC to maintain its affiliation with the Boys and Girls Clubs of Canada. Also many parents who are able also support the organization by volunteering their time in fundraising initiatives or through other donation means.

Discussion continued regarding Council's appetite for being part of a solution by providing an annual sustainable funding source to the HYC. Currently the Town allocates \$7,500 annually in the Town's Operating Budget towards subsidizing summer programming offered at the HYC.

It was suggested that this municipal contribution should be increased substantially to \$30,000 or \$40,000 given the community's need for and recognition of the youth activities/programs offered by the HYC.

It was noted that the Provincial Budget will be released on Wednesday and that there may be some relief contained therein. CAO R. Stoutenberg advised that a 1% municipal property tax increase will generate approximately \$40,000 and Council will not be setting the 2012 tax rate until May. The Interim Budget already projects a 3% tax increase in 2012.

It was also suggested that the HYC approach the County of Stettler for consideration of providing a share of the Centre's sustainable funding needs.

Given the time of night, Deputy Mayor Councillor Thorogood with the mutual consent of Council agreed to table further discussion of sustainable funding for the HYC until the next regular Council Meeting on February 21<sup>st</sup>, 2012.

Deputy Mayor Councillor Thorogood thanked delegation members for their informative presentation.

Delegation members departed the meeting at 7:40 p.m.

(c) 7:15 P.M. re: Stettler & District Handibus Society 2012 Budget

Cindy MacDonell & Joanne Wiechnik entered the meeting at 7:40 p.m.

Deputy Mayor Councillor Thorogood welcomed delegation members to the meeting and initiated introductions.

C. MacDonell provided Council with a broad overview of the 2012 Budget for the valuable and vital community services provided by the Society. She stated that the Society has very limited reserves available for cash flow purposes.

Currently both the Town & the County provide similar levels of annual funding assistance to the Society, with the Town providing \$15,790 and the County providing \$16,764.

These contributions are historically based on previous unconditional/transportation grants received from the Province. The Province has since eliminated these grants, however both municipalities have continued to maintain and provide funding through municipal taxation.

It was noted that these amounts have not increased for many years and that the Society is facing cost pressures that can no longer be addressed simply through fare increases. The Society has been very resourceful and would appreciate Council consideration of an annual funding increase for 2013.

Deputy Mayor Councillor Thorogood on behalf of Council expressed Council's appreciation for the valuable community services being provided by the Society. It was mutually agreed that Town Council will discuss enhanced 2013 funding for the Society at the upcoming joint meeting with the County Council.

Deputy Mayor Councillor Thorogood thanked delegation members for their informative presentation.

Delegation members departed the meeting at 7:50 p.m.

**Motion 12:02:06**

Moved by Councillor Fischer that the Town of Stettler Council accept the Stettler & District Handibus Society 2012 Budget as presented.

MOTION CARRIED  
Unanimous

Deputy Mayor Councillor Thorogood returned Council's attention to Agenda Item 5(a) Downtown Streetscape at approximately 7:50 p.m.

5. Delegations: (a) Originally 6:45 P.M. – Melissa Robbins, Director of Operational Services re: Memo Downtown Streetscape

Deputy Mayor Councillor Thorogood welcomed back M. Robbins to the meeting.

Discussion continued regarding scenarios which identify the three differing overall scopes (locations) to where the rail track design sidewalks would be planned to be eventually installed.

An Overall Rail Sidewalk Master Plan is needed to assist Administration when planning for short and long term sidewalk replacements in the downtown area.

The three options that outline possible conceptual scenarios for the application build out of the rail track sidewalk were reviewed. All options are a long range plan with complete build out expected to take 10 years or more to complete.

Scenario #1 – limited rail track sidewalk. Rail track sidewalk is included on 51 Street only because it currently exists.

Scenario #2 – modest rail track build out for the downtown area. Rail track extends slightly into abutting roads. 51 Street is included as a connection to the existing rail track sidewalk.

Scenario #3 – Ultimate build out of rail track sidewalk. The rail track sidewalk becomes a feature of the entire downtown area and not just the core. Connection to the existing rail road themed playground and Alberta Prairie Steam Trains are planned to enhance the theme.

Discussion ensued regarding the differences of each scenario. Council was reminded that this project is relatively long term in nature and that a future Council will likely revisit their decision at some point in the future.

**Motion 12:02:07**

Moved by Councillor Bachman that the Town of Stettler Council approves Scenario #2 – Overall Rail Track Master Plan for future planning in the downtown area, as presented.

MOTION CARRIED  
Unanimous

Deputy Mayor Councillor Thorogood with the mutual consent of Council varied the order of the Agenda to discuss downtown sidewalk funding at this time.

6. **Administration:**

(a) Memo re: Downtown Commercial Core Sidewalk Replacement Funding

Assistant CAO G. Switenky explained that the Town is at a logical point in time to discuss whether it should continue to utilize Local Improvement processes (under the MGA) to help pay for some of the costs associated with replacing sidewalks in the commercial downtown core?

Council reviewed the historical background, operational impact and financial implications of successfully installing the new rail track design sidewalk treatment throughout the remainder of the downtown core.

There will always be serious constraints when utilizing the Local Improvement provisions (for cost sharing) while at the same time trying to implement Council's vision for the community. Local Improvement provisions allow select (financially responsible) abutting property owners the exclusive right to stop an otherwise community accepted project (or portion thereof).

The detriment of desiring cost sharing under Local Improvement provisions for sidewalks in the downtown core is a loss of implementation control by the municipality, specifically over a unique community tourism amenity.

Since the rail track design installation is relatively in an infant stage, now is the appropriate time to determine the funding rules and to stick with them for fairness purposes.

Discussion ensued regarding the estimated loss in abutting property owner (future) contributions under Local Improvement provisions in order to complete the entire remaining downtown core over the next 10 to 15 years.

It was noted that the abutting commercial property owner's contribution towards rail track design sidewalk replacements is only about 20% of the entire project cost. This is because property owners pay based on only 50% of their frontage and 25% of flankage, and do not pay anything towards more expensive mid-block crosswalk features and corner pedestrian safety bulbs.

Discussion continued regarding fairness towards existing property owners who paid for or are still paying for uni-stone sidewalk treatments. It was noted that the uni-stone treatment is an enhancement over simple broomed concrete sidewalks and was, at the time of installation, supported by those specific downtown property owners under the Local Improvement provisions.

It was also stated that Council should consider the funding of the new rail track design sidewalk treatment for the entire downtown core as a decision going forward and not backwards.

**Motion 12:02:08**

Moved by Councillor Campbell that the Town of Stettler Council approves and directs Administration to proceed with the elimination of new Local Improvements for Rail Design sidewalk replacement purposes in the downtown core as identified on the map as presented. And to further refund the amounts previously paid by property owners currently paying for Rail Design sidewalks under otherwise valid Local Improvement provisions.

And further that Council approves making no changes or refunds to existing or previous amounts paid or being paid under Local Improvements where sidewalks have already been replaced with uni-stone or concrete; as these locations have received a benefit (over the old concrete) and will eventually receive the upgrade to the Rail Design Theme within the context of replacing the larger associated infrastructure on an affordable basis.

MOTION CARRIED  
Unanimous

Deputy Mayor Councillor Thorogood returned Council's attention back to a second unrelated item that was to be discussed as part of the original 6:45 p.m. delegation.

5. Delegations:

- (a) Originally 6:45 P.M. – Melissa Robbins, Director of Operational Services re: Memo Downtown Streetscape

Memo re: Residential Water Meter Utility

Director of Operational Services, M. Robbins explained that the resident at 6306-43 Avenue requested that the Town evaluate his water meter after he received a single unusually high water consumption bill which included 172 m<sup>3</sup> of use in one month. The resident works away from Town and stated that he is only in the house less than 5 days a month, and therefore could not have used that much water.

Both prior and subsequent monthly billings reflect consumption at less than 5 m<sup>3</sup>. Water Department staff went to the house and observed the meter to be in working condition and left the premises.

Thereafter, the resident approached Administration to discuss the possibility of crediting his account, as he stated that he did not use the water. Administration explained that under this type of circumstance the Town is required to follow waterworks bylaw 1856-02, which states:

- (1) If any Consumer claims that a Water Meter is recording inaccurate readings, the said Consumer shall deposit with the Town the sum of one hundred dollars (\$100.00). After receipt of the deposit, the Water Meter Shall be removed from service and tested by an independent laboratory.

- (2) If the said Water Meter is reading less than the standards of the American Waterworks Association or a higher variance of these standards as determined by the Director, then the Consumer shall forfeit the deposit to the Town and shall pay all costs associated with the Water Meter removal, testing and replacement in excess of one hundred dollars (\$100.00).
- (3) If the said Water Meter is found to be over reading in excess of the standards of the American Waterworks Association or a higher variance of these standards as determined by the Director, then the Town shall replace the Water Meter and return the deposit to the said customer. Adjustments will be made to the customer's utility account in accordance with Town policy.

As the customer was concerned with the additional costs involved, and since his account was in good standing, the related deposit was waived in good faith. Town staff removed the meter and replaced it on December 20<sup>th</sup>, 2011. As it was then approaching the Christmas season, the laboratory that tests the meters was closed until the beginning of January.

Since the WTP is also capable of testing meters, they internally performed the test on December 24, 2011. Their results were as follows:

Low flow was at 1L/min or 55L - it registered 0.0555 m<sup>3</sup> on 0.0550 or 100.9%

Medium flow was at 7.5 L/min - it registered 0.101 out of 0.100m<sup>3</sup> or 101 %

High flow was at 60 L/min – it registered 0.199 out of 0.200 m<sup>3</sup> or 99.5%

The American Waterworks Association standards require a meter to be plus or minus 1.5% of 100% of the water flow, or 98.5 to 101.5%. Based on the internal tests performed this meter meets those requirements.

The resident was contacted and we let him know of our internal findings and asked if he was still interested in proceeding with the independent external testing of the meter. At that time, he stated that he was no longer interested, and he would pay the utility bill.

Administration sympathizes with the resident that he may not have knowingly consumed 172 m<sup>3</sup> of water in one month however in reality 172 m<sup>3</sup> represents 4 litres per minute of water running for a month. A leaking toilet can certainly waste this much or more water.

Discussion ensued regarding the appropriateness of relying on meter test results under the circumstances.

**Motion 12:02:09**

Moved by Councillor Simons that the Town of Stettler Council support the satisfactory meter test results as required under the Waterworks Bylaw 1856-02, and does not support any refund/credit to the utility account for the customer at 6306 – 43 Avenue as requested.

MOTION CARRIED  
Unanimous

Deputy Mayor Councillor Thorogood thanked M. Robbins for her informative presentation.

M. Robbins departed the meeting at 8:23 p.m.

Deputy Mayor Councillor Thorogood temporarily recessed the meeting at 8:23 p.m.

Deputy Mayor Councillor Thorogood reconvened the meeting at 8:27 p.m.

6. **Administration:** (e) Memo re: Maximum Controls – Hwy 12 Subdivision Proposals

CAO R. Stoutenberg explained that Maximum Controls proposes to subdivide, consolidate and rezone a 7.5 +/- acre parcel for industrial purposes along Highway 12 East. The original parcel is abutting Highway 12 and currently has a residence as well as Maximum Controls industrial operation. The applicant is proposing to subdivide that parcel in half as well as subdivide the agricultural property to the south into 2 and consolidate with the front properties creating 2 "L" shaped pan handle properties.

The proposed subdivision is within the County of Stettler's Growth Area as identified in the Inter-Municipal Development Plan (IDP) and within the Town of Stettler's Offsite Levy Bylaw Area.

On January 19, 2012 The Town and County Review Committee (IDP 5.1.2.2) met to discuss the development.

Town Administration's concern is that this will be the 16<sup>th</sup> parcel out of the quarter section with no utility or road network plan in place.

Town Administration also feels that the subdivision application together with the related Rezoning Bylaw(s) will significantly extend industrial zoning (DCD4) further south into the quarter and is a development. Therefore the Town should require:

- An Area Structure Plan (ASP) to determine the overall planning of the area,
- The payment of offsite levies of \$5,000/acre under bylaw 1972-08,
- Owner to enter into discussions regarding servicing the site as the public utilities are located on the property adjacent to the subdivision,
- And, the owner to apply the highway commercial and industrial design guidelines.

County of Stettler Administration feels conversely that the proposed subdivision does not negatively affect the current use of the area, and an ASP would not change what was proposed. Nor do they feel that services or off site levies should be applied as it is an existing industrial operation requesting a "Boundary change" (however into existing Agricultural zoned lands).

Of some note, on a recent unrelated application (that the Town referred to the County) the County required the Town to prepare an ASP for the first parcel out.

Town Administration feels this is an acceptable requirement under the circumstances, and is good planning at an appropriate time necessary to ensure the orderly growth and development of the remaining area.

The IDP states that when the two Administrations cannot agree on how to proceed with an application, the objecting municipality must file a dispute immediately (IDP 5.2.2.1) and that the two Councils must then meet within 30 days of the dispute being filed.

Referral:

December 8, 2011

- 1) SUB2011-27: subdivision application for Maximum Controls proposed 7.5 +/- acre industrial parcel and 15.5 +/- acre agricultural parcel

The County MPC will be reviewing this application on March 28, 2012

January 30, 2012

- 1) 1485-12: for rezoning of the highway frontage properties from the Stettler Oil Gas west to CE Franklin. The intention of this is to correct the current zonings to reflect its uses and provide a district that will allow existing development to continue and control industrial activities.
- 2) 1486-12: to rezone the 7.5 +/- acre site to DCD4 to accommodate the expansion of maximum Controls
- 3) 1473-11: Implement the new zoning of DCD4

The County Council will be reviewing these bylaws on February 8, 2012 (potential first reading) and will be holding a public hearing on March 14, 2012.

Discussion ensued respecting the appropriate process to follow regarding IDP interpretation disputes.

Town Council reviewed and mutually supported Administrations requirements for an ASP, Offsite levy, Servicing Agreement & Highway Design Guidelines as being appropriate and acceptable under the circumstances at this point in time.

Discussion continued respecting the County's DCD4 zoning which currently allows detached dwellings as a discretionary use on some of the parcels that would be affected by the rezoning.

It was agreed that Council supports that existing residences should be grandfathered into any new zone however no new residences should be allowed within the DCD4 zone. Council agreed however that they would support temporary security residences as a discretionary use.

**Motion 12:02:10**

Moved by Councillor Bachman that the Town of Stettler Council approve the following:

1. The Town of Stettler Council supports rezoning bylaw 1485-12 and DCD4 District Bylaw 1473-11 for rezoning of the highway frontage properties from the Stettler Oil Gas west to CE Franklin to correct the current zonings to reflect its uses and provide a district that will allow existing development to continue and control industrial activities.

However the Town's support is subject to the County's DCD4 District Zoning Bylaw 1473-11 being amended to remove detached dwellings as a discretionary use unless they are existing, and to allow for temporary security residences.

MOTION CARRIED  
Unanimous

**Motion 12:02:11**

Moved by Councillor Wildeboer that the Town of Stettler Council approve the following:

1. The Town of Stettler Council proceeds under 5.2.2.1 of the IDP and files a dispute with the County of Stettler regarding subdivision SUB2011-27 and rezoning 1486-12. And further arrange a meeting with County Council on March 7<sup>th</sup>, 2012 (or on a mutually agreeable alternative date) to discuss the requirements for an ASP, Off Site Levies, Service Extensions & Highway Design Guidelines.

MOTION CARRIED 5-1  
Opposed Councillor Campbell

**Motion 12:02:12**

Moved by Councillor Campbell that the Town of Stettler Council approve the following:

1. The Town of Stettler sends a further letter explaining that the IDP should be reviewed jointly between the Town and County as there have been a number of conflicting applications.

MOTION CARRIED  
Unanimous

(f) CAO Report

CAO R. Stoutenberg reviewed the CAO Report for the month of January.

**Motion 12:02:13**

Moved by Councillor Fischer that the Town of Stettler accept the CAO Report for the month of January as presented.

MOTION CARRIED  
Unanimous

(g) Accounts Payable in the amount of \$445,779.52

**Motion 12:02:14**

Moved by Councillor Bachman that Accounts Payable in the amounts of \$140,277.25, \$232,248.54, \$2,393.33 (VOID) and \$75,647.06 for the period ending February 2, 2012 for a total amount of \$445,779.52 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- No report – absent from meeting.

(b) Councillor Bachman

- Jan 23 - FCSS Meeting re: Family Counseling Fundraising.
- Jan 26 - Meeting with FCSS & the Kinsmen re: Family Counseling
- Jan 27 - Alberta Health Services Meeting.
- Feb 6 - Family Counseling Fundraising.

(c) Councillor Campbell

- Jan 25 - Stettler Waste Management Meeting.
- Jan 26 - Meeting re: Potential Manufacturing Business.
- Jan 27 - Alberta Health Services Meeting.
- Feb 2 - Canadian Badlands Meeting.

(d) Councillor Fischer

- Jan 18 - Met with B. Ireland re: Campus Alberta lease details.
- Jan 23 - FCSS Meeting.
- Jan 25 - Stettler Waste Management Meeting.
- Jan 27 - Alberta Health Services Meeting.
- Jan 30 - Faye Blakely retirement.
- Feb 3 - Meeting re: SRC Planning and Grant Potentials.
- Feb 6 - FCSS cheque signing and operations discussion.

(e) Councillor Simons

- Jan 25 - Environmental Sub-Committee Meeting.  
- Stettler Waste Management Meeting.
- Jan 27 - Stettler District Ambulance Association Special Meeting re: contract ratification.  
- Alberta Health Services Meeting.
- Feb 3 - Regional Fire Authority Meeting.

(f) Councillor Thorogood

- Jan 27 - Stettler District Ambulance Association Special Meeting re: contract ratification.
- Feb 2 - Meeting with Peggy Hearonemus re: Health Care strategic consultations.  
- Preparation re: Health Care Initiatives hours.
- Feb 3 - Health Care Planning Initiative.
- Feb 6 - Meeting with CAO and Mike Danderand.  
- KinBuild Meeting.
- Feb 7 - Meeting with CAO re: Council Agenda.

(g) Councillor Wildeboer

- Jan 27 - Alberta Health Services Meeting.
- Feb 2 - Heartland Beautification Meeting.

8. Minutes:

**Motion 12:02:15**

(a) Stettler & District FCSS Meeting of January 23, 2012

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

MOTION CARRIED  
Unanimous

9. Public Hearing:

(a) None

10. **Bylaws:** (a) None
11. **Correspondence:** (a) Red Deer River Pollutant Dealing with a Form of Chemical Cocktail  
(b) Member Notices re: Election Finances and Contributions Disclosure Act  
(c) Member Notices re: Introducing Cooperation Resources  
(d) Economic Developers Alberta Annual Conference

**Motion 12:02:16** Moved by Councillor Simons that correspondence items 11(a) to 11(d) inclusive be accepted for information.

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) Canadian Badlands - Request for Highway Signage Input

**Motion 12:02:17** Moved by Councillor Campbell that the Town of Stettler Council as a Member/Shareholder of the Canadian Badlands approves sending a letter to support a review of highway signage legislation as it specifically relates to independent tourism operators.

MOTION CARRIED  
Unanimous

13. **In-Camera Session:** (a) Discussion re: WTP/Engineering Operations Manager  
(b) Development Matter - Meadowlands  
(c) 6(c) Memo re: Request to Relax Policy II-4(c) – Employment Process

**Motion 12:02:18** Moved by Councillor Simons that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera item.

MOTION CARRIED  
Unanimous at 9:10 p.m.

**Motion 12:02:19** Moved by Councillor Fischer that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED  
Unanimous at 9:29 p.m.

**Motion 12:02:20** Moved by Councillor Bachman that the Town of Stettler Council approve the relaxation of Policy II-4(c) being the Employment Process Policy given difficulties with respect to hiring front counter staff at the Stettler Recreation Centre.

MOTION CARRIED  
Unanimous

**Motion 12:02:21** Moved by Councillor Campbell that the Town of Stettler Council approves the establishment of a new position Engineering Operations Manager and further approves the job description as presented.

MOTION CARRIED  
Unanimous

**Motion 12:02:22**

Moved by Councillor Simons that the Town of Stettler Council approves the salary range for the position of Engineering Operations Manager as presented.

MOTION CARRIED  
Unanimous

14. **Adjournment:**

**Motion 12:02:23**

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

MOTION CARRIED  
Unanimous at 9:31 p.m.

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Mayor

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Assistant CAO