

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JANUARY 8, 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 (2)

**Absent:** None

**Call to Order:** Mayor J. Hunter called the meeting to order at 6:30 p.m.

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

**Motion 08:01:01** Moved by Councillor Richards to approve the agenda with the following deletion and additions:

Deletion:

5(a) Delegation - 7:30 pm - Stettler Public Library 2008 Budget

Addition:

12(a) Regional Emergency Management Agency Framework

12(b) Red Deer College re: Focus Group, January 17, 2008

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held December 18, 2007

**Motion 08:01:02** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on December 18, 2007 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the December 18, 2007 Minutes

Representatives of the Town of Stettler, County of Stettler and East Gate developers will meet on January 18, 2008 to discuss the East Gate Industrial Area Structure Plan (Outside the Town Boundaries, within the Fringe Area identified in the IDP)

4. **Citizen's Forum:** (a) Mr. Ken Gabriel

This item was dealt with later in the meeting.

5. **Delegations:** (a) 7:30 P.M. re: Stettler Public Library 2008 Budget – Deb Cryderman & Gilda Wesner

This item was removed from the Agenda.

6. **Administration:** (a) Regional Board of Trade 2008 Budget

Town Council reviewed the Regional Board of Trade 2008 Budget.

Discussion ensued regarding various line items included in their detailed budget document.

It was highlighted that their 2008 budget requires only \$4,756 in additional funding from the Town than was budgeted in 2007.

It was also noted that the County of Stettler has informed the Board that they would like their Economic Development Officer to work more closely with the Board of Trade to see if there can be any synergies realized, however no County financial contribution is expected in 2008.

Discussion continued regarding the large map/mural signage expenditure (+\$10,000) proposed by the Board for the exterior of the building.

**Motion 08:01:03**

Moved by Councillor Thorogood that the Town of Stettler Council accept the Regional Board of Trade 2008 Budget as presented and approve a \$140,836 grant in the Town's 2008 Operating Budget to financially assist their operations. And further, that no funding is to be used for external signage; but rather towards economic promotions and tourism functions.

MOTION CARRIED  
Unanimous

4. **Citizen's Forum:** (a) 7:00 pm - Mr. Ken Gabriel

Mr. K. Gabriel entered the meeting at 7:00 p.m.

Mayor Hunter welcomed K. Gabriel to Council.

K. Gabriel inquired as to the status of the request from the local Senior Citizen's organization for more space.

Mayor Hunter informed K. Gabriel that both Town and County representatives will be meeting with the Stettler & District Senior Citizen's Drop-in Centre Association (Society) to discuss this matter further.

Discussion ensued regarding various locations within Stettler.

Mayor Hunter thanked K. Gabriel for attending the meeting and sharing his thoughts and ideas with Council.

K. Gabriel departed the meeting at 7:10 p.m.

(b) Stettler Town & Country Museum 2008 Budget

Town Council reviewed the statements of financial position/activities of the Stettler Town & Country Museum.

The Museum is requesting an increase of \$2,000 per year, in each of the next five years (from both the Town and County) to support basic operating costs and enhance their ability to undertake renewal projects/site improvements.

It was noted that their budget does not anticipate any grants being available in 2008, however in the future opportunities for grants will be explored further given the Museum's new provincially recognized status.

Discussion continued regarding the value of the Museum to the community and the good work being done by the volunteer Board.

**Motion 08:01:04**

Moved by Councillor Peebles that the Town of Stettler Council accept the Stettler Town & Country Museum 2008 Budget as presented, and further approve a \$14,000 grant in the Town's 2008 Operating Budget to financially assist their operations.

MOTION CARRIED  
Unanimous

(c) Memo re: Business License Fee

Town Manager, R. Stoutenberg reviewed comparative Business License fee rates in other Alberta communities.

Discussion ensued regarding the prior year (2007) resident rate of \$125 for both business taxes and business licenses, as well as the non-resident fee of \$325.

**Motion 08:01:05**

Moved by Councillor Campbell that the Town of Stettler Council approve that there be no changes to existing Business License Fees and Business Tax Rates for the 2008 year.

MOTION CARRIED  
Unanimous

(d) Joint Municipal Meeting – Date & Possible Agenda Items

Town Manager, R. Stoutenberg informed Council that a joint meeting will be held with the County of Stettler Council on January 31, 2008 from 3:00 p.m. to 6:00 p.m.

Possible Agenda items were discussed.

- 1) 2007 MSI Grant Projects
- 2) Possible Municipal Sponsorship Grant (MSP) Projects
- 3) Discussions re: Fair Formula for Cottages & Summer Villages
- 4) Funding for Joint Programs
- 5) Hospital Update
- 6) Other

(e) Town Manager's Report

**Motion 08:01:06**

Moved by Councillor Thorogood that the Town Manager's Report for the month of December be accepted as presented.

MOTION CARRIED  
Unanimous

(f) Accounts Payable in the amount of \$375,057.91

**Motion 08:01:07**

Moved by Councillor Peebles that Accounts Payable for the period ending December 27, 2007 in the amount of \$375,057.91 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

(g) Bank Reconciliation as of December 31, 2007

**Motion 08:01:08**

Moved by Councillor Dennis that the Bank Reconciliation as of December 31, 2007 be accepted as presented.

MOTION CARRIED  
Unanimous

(h) Notice of Mediation Meeting – February 5, 2008

Town Manager, R. Stoutenberg advised that Municipal Affairs representatives will return to Stettler on February 5, 2008 for a joint meeting with both the Town and County Councils regarding mediation.

A regular Town Council Meeting will be held in the Council Chambers from 4:00 p.m. to 6:00 p.m. then Council will proceed to the Ramada to meet jointly with County Council and Alberta Municipal Affairs representatives.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Dec. 21 Staff Recognition
- Jan. 4 Town Office – General Duties
- Jan. 7 Capital Budget Meeting

(b) Councillor Campbell

- Dec. 21 Staff Recognition
- Jan. 3 Gordon Majeran Farwell
- Jan. 7 Capital Budget Meeting

(c) Councillor Dennis

- Dec. 20 Regular Library Board Meeting
- Jan. 7 Library Board Budget Meeting
- Jan. 7 Capital Budget Meeting

(d) Councillor Garbutt

- Jan. 3 Beautification Committee Meeting
- Jan. 7 Capital Budget Meeting

(e) Councillor Peebles

- Jan. 3 Gordon Majeran Farwell
- Jan. 7 Capital Budget Meeting

(f) Councillor Richards

- Jan. 3 Gordon Majeran Farwell
- Jan. 7 Capital Budget Meeting

(g) Councillor Thorogood

- Dec. 11 Ambulance Executive Board Meeting  
Ambulance Board Meeting
- Jan. 3 Beautification Committee Meeting
- Jan. 3 Gordon Majeran Farwell
- Jan. 7 Capital Budget Meeting

8. Minutes:

- (a) Regional Fire Authority Meeting of December 14, 2007
- (b) FCSS Board Meeting of November 26, 2007
- (c) Performing Arts Centre Advisory Board Meeting of September 17, 2007
- (d) Heartland Beautification Meeting of January 3, 2007

**Motion 08:01:09**

Moved by Councillor Thorogood that the Minutes, items 8(a) to 8(d) inclusive be accepted for information.

MOTION CARRIED  
Unanimous

Mayor Hunter temporarily recessed the meeting at 7:53 p.m.

Mayor Hunter reconvened the meeting at 8:00 p.m.

9. **Public Hearing:** (a) 8:00 P.M. re: Bylaw 1962-07 re: Amend Land Use Bylaw

Mayor Hunter declared the Public Hearing for Bylaw 1962-07 open at 8:00 p.m.

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  
Development Officer W. Holowachuk  
Development Consultant D. Dittrick  
Public (17 signed-in)  
Press (2)

Mayor Hunter welcomed members of the public and explained the purpose and some basic rules for the conduct of the Public Hearing.

Mayor Hunter proceeded with introductions of Council Members and Administration to the public.

Mayor Hunter advised that Bylaw 1962-07 is to amend Schedule "A" of the Land Use Bylaw 1797-98 as follows:

That a portion of Lot P, Block 2, Plan 5128KS be re-designated from P – Public Use to R2 – General Residential.

Bylaw 1962-07 was advertised in the local newspaper on December 12 & 19; including a required Public Hearing to be held tonight (January 8<sup>th</sup>, 2008).

Development Officer W. Holowachuk read into the record his presentation and stated that a copy would be made available to anyone who would request one.

Development Officer W. Holowachuk's presentation provided: some historical background information; highlighted the key issues that were considered regarding the selection of this site; and summarized the primary concerns in each of the letters received from the following member of the public:

Betty Carlson – 6013 – 51 Avenue  
Mary Christians – 6116 – 50A Avenue  
Dan Cassidy – 6119 – 51 Avenue  
Leanne Gould 6126 – 50A Avenue  
Pat Lattery – 6126 – 50A Avenue  
Bob Cairns & Vyrleene Manuel – 6120 – 50A Avenue  
Edith L. Schmidt – 6119 – 50A Avenue  
Jeff Wiebe – 6122 – 50A Avenue  
Rob Beer – 6121 – 51 Avenue  
Mary Kahl – 6107 – 51 Avenue

Mayor Hunter invited Council members to question Development Officer W. Holowachuk

It was questioned whether the property was donated to the Town or dedicated as a Municipal Reserve in accordance with a subdivision.

Development Officer W. Holowachuk responded that the Town's historical records show that the lands were dedicated as part of a subdivision in accordance with the requirements of municipal legislation of the day.

It was questioned whether property values in the area would be materially impacted by a low income apartment being constructed on the proposed site.

Development Officer W. Holowachuk responded that the Town's Assessor has been contacted and in his opinion he does not believe that property assessment values in the area will be materially impacted by the proposed low income apartment being located on the proposed site.

Discussion ensued regarding a property owner's opinion that her property value may decrease by as much as \$25,000 according to a local realtor.

Mayor Hunter invited members of the public to question the Development Officer and/or Council regarding the proposed rezoning application.

Items questioned and discussed included:

- The possible effect that a 3 story apartment will have on an adjacent residential property's site/view lines and direct sunlight.
- The possible effect that the development may have on an adjacent residential property's well that is currently in service, and whether the Town would financially assist the property owner with the costs to connect to the Town's water system should something happen during construction of the apartment.
- The need for a park in the immediate area given the growing number of young families located in the surrounding area.
- Questions regarding legislated landlord/tenant requirements for rental units.
- Questions regarding the definition of low income, and various opinions of the broad profile of a typical resident that is expected to occupy these one and two bedroom apartments.
- Questions regarding the Stettler Housing Authority's responsibility to own/operate and to maintain the apartment's condition.
- Questions regarding the quality of construction given the modesty guidelines imposed by the province.

- Questions regarding the loss of park/open space in the immediate area to accommodate the 18 unit apartment complex.
- Questions regarding the other alternative sites considered by Council.
- Clarification that the existing sewage lift station will remain.
- Questions regarding the amount of on site parking that must be provided for an apartment of this size being a minimum of 1.5 stalls per unit, and the anticipated access being directly off 62<sup>nd</sup> Street.
- Numerous traffic/speed concerns in area and the need for improved traffic enforcement to address pedestrian safety and reduce noise.
- Questions relating to the immediate need for low income housing in Stettler and the availability of \$4.5 million in provincial grant funding for a total of 30 units in Stettler, Big Valley and Donalda.
- Questions regarding past and ongoing community planning and residential housing density decisions made by the Town. Town Manager R. Stoutenberg referred to the large zoning map in Council Chambers and highlighted the various residential housing mixes incorporated in most neighborhoods.
- Questions regarding the effect on property taxation should land need to be purchased by the Town for this development
- Concerns that the height of the proposed apartment complex is not an appropriate fit for the area.
- Clarification that purchasing an existing apartment and converting it to low income housing does not meet the requirements of the grant.
- Questions regarding whether compensation for adjacent property owners would be warranted.

There were no other representations heard or made.

Mayor Hunter declared the Public Hearing for Bylaw 1962-07 closed at 9:10 p.m.

Members of the public departed the meeting at 9:15 p.m.

Mayor Hunter reconvened the regular Council Meeting at 9:15 p.m.



10. **Bylaws:**

(a) 1962-07 re: Amend Land Use Bylaw

Mayor Hunter with the mutual consent of Council varied the order of the agenda and temporarily deferred further consideration of Bylaw 1962-07 to later in the meeting.

(b) 1963-08 re: Waste Control Bylaw

Town Manager R. Stoutenberg explained that this Bylaw amendment is to increase monthly residential garbage collection fees by \$2; from \$12 to \$14, as included in the 2008 Interim Operating Budget. The new rate will take effect in February 2008.

**Motion 08:01:10**

Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1963-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:11**

Moved by Councillor Garbutt that the Town of Stettler Council give second reading to Bylaw 1963-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:12**

Moved by Councillor Dennis that the Town of Stettler Council give consent for third and final reading to Bylaw 1963-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:13**

Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1963-08.

MOTION CARRIED  
Unanimous

(c) 1965-08 re: RCMP Collection of Fees

Town Manager R. Stoutenberg explained that this new Bylaw is for the purposes of providing the RCMP with the authority to collect a specific fee to perform basic security checks for community safety purposes; \$20 stated in Town Policy.

**Motion 08:01:14**

Moved by Councillor Thorogood that the Town of Stettler Council give first reading to Bylaw 1965-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:15**

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 1965-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:16**

Moved by Councillor Richards that the Town of Stettler Council give consent for third and final reading to Bylaw 1965-08.

MOTION CARRIED  
Unanimous

**Motion 08:01:17**

Moved by Councillor Garbutt that the Town of Stettler Council give third and final reading to Bylaw 1965-08.

MOTION CARRIED  
Unanimous

Town Manager R. Stoutenberg explained that the related Town Policy for Miscellaneous RCMP Fees also needs a housekeeping amended to clarify that some RCMP services are to be offered at no charge to community volunteers.

**Motion 08:01:18**

Moved by Councillor Thorogood that the Town of Stettler approve Policy V11-6.

MOTION CARRIED  
Unanimous

11. **Correspondence:**

(a) Alberta Recycling Management Authority

(b) Festival of Lights Committee re: Community Hall Rates

Town Council reviewed the request to waive the hall charges from Tuesday, November 26 to Saturday, December 1 from the Festival of Lights Committee.

Discussion ensued regarding the appropriateness of an overall Town policy for specific community fundraising events.

It was mutually agreed that discussion of a policy development be referred to a future Committee meeting for further consideration.

(c) GreenLab Energy Canada

Discussion ensued regarding who should be responsible to pay for this proposed travel expenditure.

Discussion continued regarding the broad benefits that may be realized should the Town send a representative(s) to Austria to view firsthand GreenLab technical competence.

**Motion 08:01:19**

Moved by Councillor Peeples that correspondence items 11(a) & 11(c) be accepted for information.

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) Regional Emergency Management Agency Framework Agreement

Town Manager R. Stoutenberg explained that the Town of Stettler is one of eight participating municipalities forming a mutually beneficial (Disaster) Agency in accordance with the provisions of the *Emergency Management Act*.

**Motion 08:01:20**

Moved by Councillor Dennis that the Town of Stettler Council approve entering into a Regional Emergency Management Agency Framework Agreement with regional municipalities as presented.

MOTION CARRIED  
Unanimous

- (b) Red Deer College re: Focus Group – January 17, 2008

Mayor Hunter and Councillor Thorogood will be attending. Other members of Council are welcome.

13. **In-Camera Session:** (a) There was no In-Camera Session at this Meeting

10. **Bylaws:** (a) 1962-07 re: Amend Land Use Bylaw 1797-98 & Request

Discussion ensued regarding possible alternative sites for the low income housing apartment.

It was mutually agreed the Administration explore alternative site options for further Council consideration and that Bylaw 1962-07 be deferred until after this review can be completed.

14. **Adjournment:**

**Motion 08:01:21**

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

MOTION CARRIED  
Unanimous at 10:08 p.m.

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Mayor

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Director of Finance & Administration