

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JULY 2, 2013 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Deputy Mayor Peter Simons  
  
Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood  
& S. Wildeboer  
  
CAO R. Stoutenberg  
Corporate Secretary C. Smith  
  
Press (3)

**Absent:** Mayor Dick Richards & Assistant CAO G. Switenky

**Call to Order:** Deputy Mayor P. Simons called the meeting to order at 6:30 p.m.

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

**Motion 13:07:01** Moved by Councillor Bachman to approve the agenda as presented with the following additions:

12(a) Physician Recruitment/Physiotherapist  
12(b) RCMP

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 4, 2013

**Motion 13:07:02** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on June 4, 2013 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the June 4, 2013 Meeting Minutes

None

(c) Minutes of the Committee Meeting held June 11, 2013

**Motion 13:07:03** Moved by Councillor Thorogood that the Minutes of the Committee Meeting held on June 11, 2013 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the June 11, 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) Request for Input re: Assistant CAO Annual Appraisal

CAO R. Stoutenberg advised that input for the Assistant CAO Annual Appraisal is requested by July 12<sup>th</sup>.

(b) Council Remuneration Policy II-3(b)

CAO R. Stoutenberg advised that Policy II-3(b) is to establish Council remuneration and reasonable and consistent meeting, travel, meal and accommodation allowances for Members of Stettler Council and Members-at-Large on Town business.

CAO R. Stoutenberg explained that Policy II-3(b) has been amended to increase the Mayor's annual salary to \$30,000 with the Councillors salaries to be set at \$15,000 effective the October Organizational Meeting of the new Council.

CAO R. Stoutenberg explained that the policy requires Council remuneration to be adjusted annually by the same percentage as is provided to the non-union staff.

CAO R. Stoutenberg explained that the policy needs to be amended to delete "The Annual Remuneration for the Mayor and Councillors will be reviewed in September preceding the next general election and all other rates shall be reviewed on an annual/continuing basis".

Also the word "cents" needs to be deleted in Item (b).

Discussion ensued on a date when the annual remuneration should be reviewed.

**Motion 13:07:04**

Moved by Councillor Fischer that the Town of Stettler Council amend the Council Remuneration Policy II-3(b) to read that Council will review this policy prior to June 30 preceding the next general election and to delete the word "cents" under item b.

MOTION CARRIED  
Unanimous

Considerable discussion ensued on the annual remuneration for the Town Councillors. It was decided that if the annual remuneration is decreased from \$15,000 to \$13,333 then this would put the Council below the Provincial average and just delay the catch-up adjustment to a future date.

**Motion 13:07:05**

Moved by Councillor Campbell that the Town of Stettler Council approve the Council Remuneration Policy II-3(b) as amended to decrease the annual remuneration for Councillors from \$15,000 to \$13,333.

MOTION DEFEATED (1-5)

**Motion 13:07:06**

Moved by Councillor Thorogood that the Town of Stettler Council approve Policy II-3(b), and uphold the Annual Remuneration for Mayor at \$30,000 and Councillors at \$15,000 and to amend the policy to state that the effective date be after the October 21, 2013 Municipal Election, being October 22, 2013.

MOTION CARRIED (5-1)

Opposed: Councillor Campbell

(c) Items for the Joint Town/County Meeting of July 29<sup>th</sup> from 6-8 pm – County Office – Alternate Date July 17<sup>th</sup>

CAO R. Stoutenberg advised that the County would like to host the next Joint Town/County Meeting on July 29<sup>th</sup> from 6-8 pm at the Stettler County Office (with an alternate date of July 17<sup>th</sup>).

It was mutually decided that the meeting would be held on Monday, July 29<sup>th</sup> from 6-8 p.m. at the County of Stettler Office.

Items for discussion include:

- Recreation Funding/Challenges
- Airport Operations
- Regional Collaboration Grant
- Physician Recruitment/Physiotherapist

(d) Memo re: Purchase of a Compactor (Asphalt Roller)

CAO R. Stoutenberg advised that Council approved a purchase of a used compactor (asphalt roller) for \$65,000 as a 2013 capital budget item. This item is not to replace the existing roller the Town has. The compactor can be used to complete road oiling projects and asphalt patches. It could also compact trenches if we purchased a sheep's foot drum for the unit. Our current small roller is good for potholes and small compaction areas.

Administration has looked at several compactors that have been for sale, however they have either been out of our budget, or they sell before we get to look at them. Used compactors that are in good condition sell very quickly. We have searched locally for a used unit without success.

Public Works has located and inspected a 2005 Ingersol Rand Compactor. It has 2,700 hours and is in good condition. It's currently for sale for \$60,000 plus GST. It would likely cost \$1,000 to ship it to Stettler. It is located in Vulcan.

A lien search has come back clear on the unit.

Administration respectfully recommends that Council approve the purchase of the Ingersol Rand compactor from Goodtimes Equipment Inc. at the sale price of \$60,000 plus GST and allows Administration to spend the additional \$5,000 budgeted to cover shipping fees and a service on the machine.

CAO R. Stoutenberg advised that due to cancelling the last meeting this item has already been purchased.

**Motion 13:07:07**

Moved by Councillor Fischer that the Town of Stettler Council approve the purchase of the Ingersol Rand Compactor from Goodtimes Equipment Inc. at the sale price of \$60,000 plus GST and allows Administration to spend the additional \$5,000 budgeted to cover shipping fees and a service on the machine.

MOTION CARRIED  
Unanimous

(e) Memo re: Private Parking Lot Sweeping Policy

CAO R. Stoutenberg advised that a letter was received from a new local business requesting that the Town discontinue providing free sweeping for private lots as per Policy #XV-1(h).

CAO R. Stoutenberg advised that the Town usually sweeps about 20 lots per year. They tend to be the larger ones such as the Mall, Walmart and the motels. The Town also sweeps the parking lots at the County of Stettler Housing Authority Lodges, Hospital and Schools. These non-profit organizations do not pay property taxes.

Implications include a reduced cost to the Town for wages and equipment operation/maintenance. The Town could then put these resources to attend to public maintenance concerns/projects. Business and or non-profits would now have to pay for the service.

Options include agreeing to the request, agreeing to the request but have it start effective 2014, providing the service to only non-profits or keeping the policy as it is.

Considerable discussion ensued on the business owner's responsibility to maintain their parking lots and if they would still maintain these lots if the Town no longer provided free service.

**Motion 13:07:08**

Moved by Councillor Campbell that the Town of Stettler Council direct Administration to amend Policy XV-1(h) to discontinue the practice of the Town providing free public parking lot sweeping and to include a list of all non-profit organizations that are being swept for free. It was noted that Administration ensure that a bylaw is in place to address the maintenance of public parking lots.

MOTION CARRIED  
Unanimous

(f) Memo re: Update on Speed and Short Cutting Concerns on Local Road

CAO R. Stoutenberg advised that in 2012, a letter was received from a homeowner that lives on the service road north of Hwy #12, just west of 70 Street concerning the short cutting and speed on the local road and the speed limits on Hwy #12.

At the July 3, 2012 Council Meeting, Council directed Administration to sign the road 50km/hr. plus let the homeowner know of AB Transportation's plans to lower the speed limits on the highway.

The Director of Operations has spoken with the homeowner, and he stated that the short cutting and speeding on the service road continue to be a concern. He has witnessed multiple commercial vehicles using this road to get to the highway, instead of using the intersection at 70 Street and Hwy #12.

Administration had previously recommended signing this road "Local Traffic Only". The RCMP support this signage as it allows them to issue tickets for violations.

It was noted that AB Transportation has not yet lowered the sign from 70 km/hr. to 50 km/hr.

Discussion ensued on sending a letter to AB Transportation on lowering the Hwy #12 speed limit and also regarding the unusually long wait time for the intersection lights. It was mutually agreed that a letter be sent directly to the Minister of Transportation, The Honourable McIver regarding Council's concerns.

**Motion 13:07:09**

Moved by Councillor Thorogood that the Town of Stettler Council directs Administration to sign this road "Local Traffic Only" and that a letter be sent directly to the Minister of Transportation regarding the speed limits on Hwy #12 as it approaches 70 Street and further that the intersection lights on 70<sup>th</sup> Street & Hwy #12 do not respond to north/south traffic in a timely manner and it is causing an unsafe situation.

MOTION CARRIED  
Unanimous

(g) CAO Report

**Motion 13:07:10**

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

MOTION CARRIED  
Unanimous

(h) Bank Reconciliation as of May 31, 2013

**Motion 13:07:11**

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

MOTION CARRIED  
Unanimous

(i) Accounts Payable in the amount of \$923,692.48

**Motion 13:07:12**

Moved by Councillor Campbell that Accounts Payable in the amounts of \$582,771.72, \$144,802.80, \$196,199.81 & \$81.85 (VOID) for the period ending June 28, 2013 for a total amount of \$923,692.48 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
- June 7 - Nova Polyethylene Expansion.
  - June 11 - Committee Meeting.
  - June 17 - MPC Meeting.
  - June 24 - FCSS Meeting.
  - Rotary Club Farmer's Appreciation Night.
  - June 27 - MPC Meeting.
- (c) Councillor Campbell
- June 6 - Senior Centre luncheon for Seniors Week.
  - June 7 - Nova Chemicals.
  - June 8 - Canadian Badlands Train Ride.
  - June 11 - Committee Meeting.
  - June 12 - Rodeo Meeting.
  - June 13 - CAEP Annual General Meeting.
  - June 14 - Stettler Waste Management Authority.
  - June 17 - MPC Meeting.
  - June 20 - Red Deer River Watershed Alliance AGM.
  - June 21 - Canadian Badlands Golf Tournament.
  - June 27 - MPC Meeting.
  - June 28 - Ponoka Parade/Stampede.
  - July 1 - Donalda Parade.
  - Stettler Museum Celebrations.
  - West Stettler Park Canada Day Celebrations.
- (d) Councillor Fischer
- June 5 - John Hull Architect Meeting.
  - Willow Creek Senior Week luncheon.
  - June 6 - Seniors Drop-In Centre Senior Week.
  - June 7 - Nova Chemicals.
  - June 10 - Medical/Hospital Concerns Committee.
  - June 11 - Committee Meeting.
  - June 14 - Stettler Waste Management Authority.
  - June 17 - MPC Meeting.
  - June 18 - Age-Friendly Webinar.
  - June 19 - Met with citizens re: road conditions.
  - Pre-Meeting and Conference Call with Minister Fred Horne re: Hospital concerns.
  - June 20 - Health Services Charity Golf Tournament.
  - June 24 - FCSS Meeting.
  - Rotary Club Farmer's Appreciation Night.
  - June 26 - FCSS re: cheque signing and paperwork.
- (e) Councillor Simons
- June 5 - Willow Creek lunch social for Seniors Week.
  - June 6 - Beautification Committee.
  - Seniors Centre lunch social for Seniors Week.
  - June 7 - Airport Board Meeting.
  - June 8 - Rocky Mtn. Rodeo Days Parade.
  - June 10 - Stettler & District Ambulance Association Meeting.
  - June 11 - Committee Meeting.

- June 14 - Brought Town Greetings at the Stettler Relay for Life.
- June 18 - Age-Friendly Webinar.
- June 20 - County of Stettler Housing Authority Meeting.
- July 1 - Big Valley Canada Day Celebrations.

(f) Councillor Thorogood

- June 5 - Performing Arts Centre Meeting.
- June 10 - Stettler & District Ambulance Association Meeting.
  - Stettler Health Services Foundation (SHSF) Golf Tournament Meeting.
  - SHSF Town & Physician Meeting.
- June 17 - MPC Meeting.
  - SHSF Golf Meeting.
- June 19 - Conference Call with Minister Fred Horne.
- June 20 - SHSF Golf Tournament.
- June 27 - MPC Meeting.

(g) Councillor Wildeboer

- June 10 - SHSF Meeting.
- June 11 - Committee Meeting.
- June 24 - Brought Town Greetings at the Rotary Club's Farmer's Appreciation Night.
- June 27 - MPC Meeting.
- July 1 - Brought Town Greetings at the Stettler Museum 40<sup>th</sup> Anniversary and Canada Day Celebrations.

8. Minutes:

- (a) Parkland Regional Library Board Meeting of May 16, 2013
- (b) Airport Board Meeting of June 7, 2013
- (c) Boomtown Trail Meeting of April 22, 2013
- (d) Stettler Waste Management Association Meeting of June 14, 2013
- (e) Stettler District Ambulance Association Meeting of June 10, 2013

**Motion 13:07:13**

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

MOTION CARRIED  
Unanimous

9. Public Hearing:

- (a) None

10. Bylaws:

- (a) None

11. Correspondence:

- (a) Gitzel Krejci Dand Peterson re: Fee for Professional Services

CAO R. Stoutenberg advised that due to management efficiencies a \$4,250 discount was applied to the fee for professional services.

Council would like to forward congratulations to Laurie Tait and staff.

- (b) Thank You Letter re: Stettler P& H Elevator Preservation Society
- (c) Celebrate Canada Program Grant
- (d) Telus 2013 Capital and Community Investment in Stettler
- (e) Albertans Encouraged to Nominate an Outstanding Volunteer

Correspondence regarding nominating an outstanding volunteer will be forwarded to Executive Director of the Regional Board of Trade, A. Brown and Director of Parks & Leisure L. Penner.

- (f) Stettler Regional Board of Trade re: 2013 Steel Wheel Stampede Parade
- (g) Stettler District Ambulance Association Financial Statements
- (h) Six Figure Earners Living in Subsidized Housing in Calgary

**Motion 13:07:14**

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

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) Physician Recruitment/Physiotherapist

Councillor Thorogood explained that there are site meetings scheduled for July 6 & 22. An item of concern is that there is a shortage of physiotherapists. This item will be discussed at the next Joint Town/County Meeting of July 29, 2013.

- (b) RCMP

CAO R. Stoutenberg will inquire if the RCMP wages are donated for the flood relief or if they are covered by disaster services or paid by the Provincial Government.

13. **In-Camera Session:**

- (a) Legal Matter

**Motion 13:07:15**

Moved by Councillor Fischer that the Town of Stettler Council proceed into an In-Camera Session with the CAO present to discuss the In-Camera item.

MOTION CARRIED  
Unanimous at 8:07 p.m.

**Motion 13:07:16**

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

MOTION CARRIED  
Unanimous at 8:13 p.m.



14. Adjournment:

**Motion 13:07:17**

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

MOTION CARRIED  
Unanimous at 8:15 p.m.

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Mayor

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Assistant CAO