

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JULY 20, 2004 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Deputy Mayor G. Majeran

Councillors A. Campbell, J. Hunter, R. Peeples & D. Richards

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Public (6)
Media (2)

Absent: Mayor K. Ryder & Councillor S. Hurley

Call to Order: Deputy Mayor G. Majeran called the meeting to order at 6:30 p.m.

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

Motion 04:07:19 Moved by Councillor Hunter to approve the agenda as presented with the following additions:

12(a) Memo re: Tax Public Auction Date

12(b) Memo re: Tax Public Auction Date for Designated Manufactured Homes

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held July 6, 2004

Motion 04:07:20 Moved by Councillor Richards that the Minutes of the Regular Meeting of Council held on July 6, 2004 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the July 6, 2004 Minutes

None

4. **Citizen's Forum:** (a) This item was dealt with later in the meeting.

5. **Delegations:** (a) None

6. **Administration:** (a) Memos re: Smoke Free Stettler Petition

Town Manager, R. Stoutenberg explained that on July 5, 2004 the Smoke Free Stettler Committee presented him with the petition, which included a draft bylaw. To comply with the *Municipal Government Act* the Chief Administrative Officer (CAO) has 30 days to declare to Council whether the petition is sufficient or not. In a report to Council dated July 15, 2004 Town Manager, R. Stoutenberg declared the petition to be sufficient.

Council must give first reading to the bylaw within 30 days of the CAO declaring the petition sufficient. After giving the bylaw first reading, Council must then within another 30 days pass the bylaw (without alteration) or fix a date that is within 90 days after the bylaw receives first reading for a vote of the electors on the bylaw.

Town Manager, R. Stoutenberg recommends placing the bylaw on the August 3rd, 2004 Council Agenda for first reading and further determine whether Council would like to take the bylaw to a vote of the electors. Discussion ensued with respect to optional dates, availability of credible economic impact studies (effects on a local economy) and Council's duty respecting a bylaw authorized by a vote of the electors ("Public Vote Bylaw").

Motion 04:07:21

Moved by Councillor Richards that the Town of Stettler Council place the Smoke Free Bylaw on the August 3rd, 2004 Council Agenda for first reading and to determine whether Council would like to take the bylaw to a vote of the electors.

MOTION CARRIED
Unanimous

(b) Subdivision Report #2004-04

Town Manager, R. Stoutenberg explained that the applicant is proposing to subdivide Lots 6 & 7 totaling 1.957 acres into a five phase condominium development inclusive of 18 units.

Written notice of the proposed subdivision was delivered to each adjacent property owner. No return submissions were received either for or against the proposed subdivision.

The Town of Stettler is the Subdivision Approving Authority and in a report prepared by T. Schmidt, Subdivision Administrator, dated July 9, 2004 the recommendation to Council is to approve this application subject to a number of conditions. Discussion ensued.

Deputy Mayor G. Majeran recessed the regular meeting at 7:05 p.m. to allow Town Manager, R. Stoutenberg to get the Municipal Planning Commission Minutes (MPC) from the June 1st, 2004 meeting for reference.

Deputy Mayor G. Majeran reconvened the regular meeting at 7:08 p.m.

Discussion continued with respect to the information supplied by the applicant at the Municipal Planning Commission Meeting and individual MPC Committee members understanding of the phased development.

Motion 04:07:22

Moved by Councillor Hunter that the Town of Stettler Council approve Application #2004-04 subject to the following conditions:

1. That the subdivision is to be effected by a Plan of Subdivision.
2. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements thereto to the Town of Stettler.
3. That the applicant make satisfactory arrangements within the Town of Stettler in respect to the provisions of Section 655 of the *Municipal Government Act*, Chapter M26 of the RSA 2000 and amendments thereto with and to the satisfaction of the Town of Stettler.
4. That Municipal Reserves not required as addressed in Legal Plan 802-0403, 12-1972.
5. That satisfactory arrangements be made with utility providers in order to service the above referenced lots.
6. The subdivision shall be approved in accordance with the June 1st, 2004 Municipal Planning Commission minutes indicating that the developer is proposing an eighteen unit condominium complex in five phases beginning with phase 1 which will consist of the development of 4 units.

MOTION CARRIED
Unanimous

(c) Subdivision Report #2004-05

Councillor Richards declared a possible conflict of interest and excused himself from voting and discussion on this item at 7:10 p.m.

Town Manager, R. Stoutenberg explained that the applicant proposes a consolidation inclusive of Lot 3, Plan 952 2139 at 0.632ha. and NW ¼ Sec. 31-38-19-4 at 0.177ha. concluding with a parcel area of 0.809ha. A 20.0m road allowance extension (41st Avenue West to the existing Environmental Reserve) coinciding with existing Area Structure Plan will occur as a result.

Written notice of the proposed subdivision was delivered to each adjacent property owner. No return submissions were received either for or against the proposed subdivision.

The Town of Stettler is the Subdivision Approving Authority and in a report prepared by T. Schmidt, Subdivision Administrator, dated July 15, 2004 the recommendation is approval of the application subject to a number of conditions. Discussion ensued.

Motion 04:07:23

Moved by Councillor Campbell that the Town of Stettler Council approve Application #2004-05 subject to the following conditions:

1. That the subdivision is to be effected by a Plan of Subdivision.
2. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements thereto the Town of Stettler.
3. That the applicant enters into a development agreement with respect to the provisions of Section 655 of the *Municipal Government Act*, Chapter M26 of the RSA 2000 and amendments thereto with and to the satisfaction of the Town of Stettler.
4. That the applicant develops the proposed 20.0m road extension to the standard of existing road.

MOTION CARRIED

Unanimous with the abstention of Councillor Richards.

Councillor Richards returned to the regular meeting at 7:13 p.m.

4. **Citizen's Forum:**

- (a) No one was present at the Citizen's Forum – 7:13 P.M.
- (d) Memo re: Stettler Town & County Airport Land Use Bylaw

Town Manager, R. Stoutenberg explained the proposed bylaw, as accepted by the Airport Board, and informed Council that the County of Stettler will be required to hold a public hearing prior to the County amending its Land Use Bylaw. Town Council will get notification of the public hearing and may comment on the proposed bylaw. Discussion ensued, specifically, regarding the County's control of Discretionary Uses.

Motion 04:07:24

Moved by Councillor Peeples that the Town of Stettler Council receive the Stettler Town & County Airport Land Use Bylaw for information purposes.

In Favor: Deputy Mayor Majeran,
Councillors Hunter, Peeples &
Richards

Opposed: Councillor Campbell

MOTION CARRIED (4 - 1)

- (e) Memo re: Ground Ambulance Planning Guidelines – Transfer of Governance and Funding

Town Manager, R. Stoutenberg explained that ground ambulance service has been identified by the province as a health service and will be funded through the health regions.

The report prepared by Alberta Health & Wellness dated June 22, 2004 states that the Government of Alberta has made the decision to transfer the governance and funding of ground ambulance service from municipalities to health regions effective April 1, 2005.

Once the transfer of responsibility is complete municipalities will be able to reallocate funds they were spending to support ground ambulance to other municipal priorities. The Town's annual budget includes \$66,000 for ambulance operations and \$10,000 for capital.

It is expected that this transfer will improve co-ordination of services, particularly in rural areas. Health Authorities, in consultation with municipalities will determine which communities require the new provincial Standard of Basic Life Support (BLS) or Advanced Life Support (ALS). However, Health Authorities have the ultimate flexibility to determine service delivery models to fit their communities. Discussion ensued. Specifically, Stettler's existing level of service BLS and whether Stettler Community should upgrade to ALS prior to the transfer date. The need for ALS, the cost and logistics were unknown.

Councillor Campbell will attend the next Ambulance Association Meeting as an alternate to Councillor Richards.

Motion 04:07:25

Moved by Councillor Hunter that the Town of Stettler Council accept the Ground Ambulance Planning Guidelines document for information and continue to have Town of Stettler Ambulance representatives work on the transfer.

MOTION CARRIED
Unanimous

(f) Memo re: Taxes Receivable at June 30th, 2004

Director of Finance & Administration, G. Switenky reviewed the memorandum.

Motion 04:07:26

Moved by Councillor Peeples that the Town of Stettler Council accept the comparative analysis of Taxes Receivable at June 30th, 2004 for information purposes.

MOTION CARRIED
Unanimous

(g) August Newsletter Items

- East Industrial property owners to be reminded to clean up properties.
- Reminder for public that students will return to school in the fall and that school zones will be in effect.

(h) Leisure Centre Update

Town Manager, R. Stoutenberg explained the memorandum and updated Town Council on the Leisure Centre. Councillor Hunter is unable to attend the next meeting on July 27th, 2004.

Town Manager, R. Stoutenberg informed Council that the Town has been awarded an additional \$125,000 Community Facility Enhancement Grant from the province.

(i) Bank Reconciliation as of June 30, 2004

Motion 04:07:27

Moved by Councillor Peeples that the Bank Reconciliation as of June 30, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

(j) Statement of Revenue & Expenses as of June 30, 2004

Motion 04:07:28

Moved by Councillor Campbell that the Statement of Revenue & Expenses as of June 30, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

(k) Accounts Payable in the amount of \$88,257.65

Motion 04:07:29

Moved by Councillor Hunter that Accounts Payable for the period ending July 14, 2004 in the amount of \$88,257.65 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Ryder

-No report – absent from meeting.

(b) Councillor Campbell

-July 8 - Marketing Corporation Meeting & Beautification Meeting.

-July 20 - Chamber of Commerce & Marketing Board Efficiency Meeting.

(c) Councillor Hunter

-July 14 - Luncheon with Dr. Du Toit.

-July 16 - Municipal Planning Commission Meeting.

(d) Councillor Hurley

-No report – absent from meeting.

(e) Councillor Majeran

-June 17 - Stettler Housing Authority

-June 24 - Stettler parade, supper and wagon races.

-July 16 - Municipal Planning Commission Meeting.

(f) Councillor Peebles

- July 14 - Luncheon with Dr. Du Toit and his wife.
- July 16 - Municipal Planning Commission Meeting.
- July 19 - Stettler Town & Country Museum Meeting.

(g) Councillor Richards

- July 16 - Municipal Planning Commission Meeting.
- July 20 - Marking Corporation & Chamber Meeting.

8. Minutes:

(a) Marketing Corporation Meeting of July 8, 2004

Motion 04:07:30

Moved by Councillor Richards that the Minutes, item 8(a) be accepted for information.

MOTION CARRIED
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) None

11. Correspondence:

(a) Royal Canadian Legion re: Smoking Bylaw

(b) CAEP – Three-Year Strategy Plan & Annual Business Plans

(c) County of Stettler re: Intermunicipal Plan

(d) Agenda for the Red Deer River Water – Mayor & Reeves Meeting of July 8, 2004

(e) David Thompson Health Region – Transfer of Ambulance Governance Update

Motion 04:07:31

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

MOTION CARRIED
Unanimous

12. Items Added:

(a) Memo re: Tax Public Auction Date

Director of Finance & Administration, G. Switenky explained the memorandum and informed Council that the *Municipal Government Act* prescribes a detailed process that must be strictly followed by a municipality prior to a property being sold at the public auction.

Motion 04:07:32

Moved by Councillor Hunter that the Town of Stettler use the 2004 assessment values as the reserve bids for all 2004 tax sale properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

- (b) Memo re: Tax Public Auction Date for Designated Manufactured Homes

Director of Finance & Administration, G. Switenky explained the memorandum and informed Council that the *Municipal Government Act* prescribes a detailed process that must be strictly followed by a municipality prior to a manufactured home being sold at the tax public auction.

Motion 04:07:33

Moved by Councillor Peeples that the Town of Stettler use the 2004 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms for the sale be cash or certified cheque.

MOTION CARRIED
Unanimous

13. In-Camera Session: (a) Personnel Matter

Motion 04:07:34

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 items as presented by the Town Manager, R. Stoutenberg.

MOTION CARRIED
Unanimous at 8:36 p.m.

Motion 04:07:35

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

MOTION CARRIED
Unanimous at 8:49 p.m.

14. Adjournment:

Motion 04:07:36

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

MOTION CARRIED
Unanimous at 8:50 p.m.

Mayor

Director of Finance & Administration