

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JULY 7, 2015 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, W. Brown, M. Fischer, S. Nolls &
K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Operations M. Robbins
Acting Manager of Planning & Development D. Dittrick

Press (2)

Absent: Councillor D. Bachman

Call to Order: Mayor D. Richards called the meeting to order at 6:30 p.m.

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

Motion 15:07:01 Moved by Councillor Brown to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 16, 2015

Motion 15:07:02 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on June 16, 2015 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the June 16, 2015 Meeting Minutes

None

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

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

Mayor Richards expressed Council's thoughts and prayers are with former Councillor Leona Thorogood on the passing of her husband Neil.

6. **Administration:** (a) Memo re: 2015 Street Sweeper Tender

CAO G. Switenky advised that the approved 2015 Capital Budget is \$260,000 to purchase a 2015 Street Sweeper, with 100% funding allocated from MSI Grant Funding.

Summary of Request for Proposals Received on May 14, 2015:

Administration sent out Request for Proposals (RFP) for a 2015 Street Sweeper. The following submissions were received. Tender prices exclude GST.

Company:	Sweeper Model:	Price:
Cube X	Schwarze Avalanche	\$279,686
Haul All Equipment	Wayne Gladiator	\$296,915
Joe Johnson	EquipmentElgin Eagle M2	\$307,777

Raymax (did not meet specifications of tender) \$279,325

Director of Operations, M. Robbins advised that all three (3) tenders have been reviewed by the Mechanic and Operations staff. It was then determined that the Schwarze Avalanche and Elgin Eagle M2 were the models to be evaluated and test driven. Both models have been spec'd with the same Freightliner chassis and industry standard warrantee provisions.

The Elgin is the preferred model for the following reasons:

- Elgin Eagle M2 is a model that has been around for 10 years. It has a solid performance reputation with few breakdowns. When we consulted other municipalities that operate both models, the Elgin is the preferred model due to its operational design and ease of everyday maintenance/servicing.
- The "Cost of Ownership" over the lifespan of the unit for the Elgin will be less than the Schwarze; making up for the \$28,091 higher initial purchase price. The street sweeper is utilized seasonally and any downtime of the sweeper is critical. The Elgin Eagle's major components are all located at the rear of the machine and the entire back end opens up for ease of maintenance requiring less shop time. Therefore, the Elgin will be on the street working for more hours per shift over the life of the unit.
- The Elgin Eagle M2 has a Cummings liquid cooled rear engine and the Schwarze has a deutz oil cooled rear engine. The rad should be cleaned every day and blown out, the Schwarze model rad is located on the top of the machine requiring a little more time/work (access via ladder) to clean it at the end of each day. Following the manufacturers warrantee period, our Mechanic prefers the Elgin Eagle M2 for less costly serviceability reasoning.
- Caution was expressed with regards to reliability concerns over the multiple electric controls of the Schwarze Model, that maybe complicated and costly replacements in the future.

Both companies offered a \$10,000 trade in value for the Town's existing sweeper. Sweepers of the same age range in resale value of \$10,000 – \$30,000. The Town's existing sweeper needs approximately \$7,000 of repairs prior to sending to auction or for resale. Based on the trade in value offered, administration would like to trade the street sweeper in.

Both companies have service dealerships in Edmonton and Calgary with no concerns from staff.

Motion 15:07:03

Moved by Councillor Fischer that the Town of Stettler Council award the 2015 Street Sweeper tender to Joe Johnson Equipment for the purchase of an Elgin Eagle M2 in the amount of \$307,777 less trade in value \$10,000, excluding GST with additional funding in the amount of \$37,777 provided from MSI grant allocations.

MOTION CARRIED
Unanimous

(b) Memo re: 2015 Hwy 56 Road Construction Tender

CAO G. Switenky advised that Alberta Transportation has provided a commitment to reconstruct Highway 56 from the intersection of Highway 12 and 56 through to 52 Avenue in the Town, excluding the portion completed in 2013 from 57-54 Street.

Summary of Tenders Received by Tagish Engineering on June 10, 2015:

Tenders include 10% Contingency, and several provisional items.

- Border Paving Ltd. **\$1,773,665.10**
- Metro Paving and Roadbuilding **\$1,942,458.94**

Project Summary:

Director of Operations, M. Robbins advised that the Town has executed a funding agreement with Alberta Transportation to cover the road reconstruction and engineering services up to a maximum of \$2,075,450, excluding GST.

There is a portion of existing retaining wall/sidewalk replacement that will be cost shared 50/50 with Alberta Transportation in between 48-49 Street. The Town's portion of this work is \$71,400.

General discussion took place regarding the start date and completion date of the project. Director of Operations, M. Robbins indicated that the project entails a lot of concrete work and a projected start date would be in early August. Border Paving will also be working in conjunction with the Town paving projects.

Motion 15:07:04

Moved by Councillor Campbell that the Town of Stettler Council award the 2015 Highway 56 Rehabilitation tender to Border Paving in the amount of \$1,773,665.10, excluding GST, utilizing Tagish Engineering for engineering services of approximately \$300,000, funded as identified in the funding agreement executed with Alberta Transportation with a maximum reimbursement of \$2,075,450. And further that the Town's portion of \$71,400 be funded by remaining Federal Gas Tax Funds or MSI grant funds at the discretion of Administration.

MOTION CARRIED
Unanimous

Director of Operations, M. Robbins departed the meeting at 6:45 p.m.

(c) Memo re: Communities in Bloom Judging Schedule

Assistant CAO S. Gerlitz advised that the Communities in Bloom Judges arrive on July 21st. The Beautification Committee would like to host the judges a BBQ on that night.

Judging Day will be July 22, 2015. Assistant CAO S. Gerlitz highlighted the schedule for the day.

9:00 AM

Judges arrive for Mayor's welcome in Council Chambers. Councillor's comments are welcome. Departments present their progress in making Stettler a better community. Judges question opportunity.

9:30 AM

Judges begin their tour with Lee Penner, Rob Spencer, Grace Fix & Will Brown

12:00 Noon

Lunch at the Stettler Town and Country Museum

1:00PM

Second half of tour.

3:00 PM

Judges Time Off

6:00 Pm

Dinner at Brenda's Cozy Cafe. Judges' comments and community awards.

(d) Meeting Dates

- Tuesday, July 21 – Council Meeting
- Wednesday, July 22 – Communities In Bloom Judges
- Tuesday, August 4 – Council Meeting
- Tuesday, August 18 – Council Meeting
- Wednesday, September 9 – Joint Town/County Council - Regional Drainage/Storm Master Plan – 7:00pm at the County Office
- Wednesday, September 16 – Public Open House - Regional Drainage/Storm Master Plan – 5:00pm to 7:00pm at the County Office

(e) CAO Report

CAO G. Switenky provided departmental highlights of the monthly organizational report to Council.

Motion 15:07:05

Moved by Councillor Nolls that the Town of Stettler accept the CAO Report for the month of June.

MOTION CARRIED
Unanimous

(f) Bank Reconciliation as of May 31, 2015

Motion 15:07:06

Moved by Councillor Sernecky that the Town of Stettler Council accept the Bank Reconciliation as of May 31, 2015 as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$465,442.29

Motion 15:07:07

Moved by Councillor Campbell that Accounts Payable in the amounts of \$93,178.58 & \$372,263.71 for the period ending July 3, 2015 for a total amount of \$465,442.29 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- June 18 - Brought Greetings at the County of Stettler's 60th Anniversary.
- June 26 - Town Office cheques.
- July 1 - Canada Day Celebrations.
- July 2 - Town Office cheques and agenda.
 - Meeting with CAO and citizen re: Leisure Centre concern.

(b) Councillor Bachman

- No report – absent from meeting.

(c) Councillor Brown

- June 18 - MPC Meeting.
- June 19 - Town Office cheque signing.
- June 20 - Petro Canada Grand Opening
- June 22 - Ambulance Board.

(d) Councillor Campbell

- June 18 - MPC Meeting.
- June 19 - RDRWA Annual General Meeting.
- June 24 - Rodeo Meeting.
- June 26 - Ponoka Stampede.
- July 1 - Canada Day Celebrations.

(e) Councillor Fischer

- June 18 - County of Stettler's 60th Anniversary.
- June 20 - Petro Canada Official Opening.
- June 22 - Brought Greetings at the Rotary Farmer's Appreciation Night.
- June 29 - Stettler Waste Management Authority.

(f) Councillor Nolls

- June 17 - ASCHA Central Meeting in Red Deer.
- June 18 - County of Stettler Housing Authority.
- June 19 - Met with CAO and Director of Operations re: Heart Haven Crosswalk.
- June 23 - Stettler Steel Wheel Stampede Wrap-up Meeting.
- June 29 - Stettler Waste Management Authority re: Business Planning Session.

(g) Councillor Sernecky

- June 17 - Gymnastics Meeting re: fundraising.
- June 18 - County of Stettler's 60th Anniversary.
- June 22 - Ambulance Board Meeting re: policy review.
- June 29 - Phone interview with reporter re: Physicians.
- July 1 - Canada Day Celebrations.
- July 2 - Heartland Beautification Meeting.
- July 6 - Physician Recruitment Meeting.

8. Minutes:

- (a) Stettler Town & Country Museum Meetings of May 18 & June 6, 2015
- (b) Heartland Beautification Meeting of June 4, 2015
- (c) Stettler District Ambulance Association Meeting of June 22, 2015
- (d) Stettler Waste Management Authority Meeting of June 29, 2015

Motion 15:07:08

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

MOTION CARRIED
Unanimous

9. Public Hearing:

- (a) 7:15 P.M. – Bylaw 2066-15 re: Redistricting R2 to DC5

Mayor Richards declared the Public Hearing for Bylaw 2066-15 open at 7:15 p.m.

Present:

Mayor D. Richards
Councillors A. Campbell, W. Brown, M. Fischer, S. Nolls & K. Sernecky
CAO G. Switenky
Assistant CAO S. Gerlitz
Acting Manager of Planning & Development D. Dittrick
Press (2)
Public (20)

Mayor Richards explained the purpose of the Public Hearing and noted that there were approximately 20 members of the public present.

Mayor Richards introduced Bylaw 2066-15 to amend the Land Use Bylaw 2060-15.

1. That Part 10: LAND USE DISTRICTS be amended by adding Section 96 DC5 Direct Control Residential District 3, whose regulations are described within Schedule "A", which is attached to and forming part of this Bylaw; and
2. That Lots 1&2, Block 58, Plan 3049AT, described by civic address 4720 – 52 Street, be designated from R2 Residential General District to DC5 Direct Control Residential District 3, to accommodate for the site specific regulation of a Child Care Facility.

Mayor Richards welcomed Acting Manager of Planning & Development, D. Dittrick to the Public Hearing.

D. Dittrick advised that Bylaw 2066-15 is intended to add a new land use district (DC5 Direct Control Residential District) within the Land Use Bylaw, allowing Child Care Facilities as a use. The Bylaw also states that Lots 1&2, Block 58, Plan 3049AT, described by civic address 4720 – 52 Street, be designated for this District.

Notice of this Public Hearing was published in the June 24 and June 30 issues of the Stettler Independent. In addition of the advertising required under the Municipal Government Act, notice of this Public Hearing was mailed to landowners within all surrounding blocks of this proposed development that are located north of Highway 12.

Acting Manager of Planning & Development, D. Dittrick highlighted the following information with regards to the Bylaw amendment.

1. Residential Land Use Districts within Stettler allow for day homes.
2. As per Section 25 of the Child Care Licensing Act, family day homes provide child care to a maximum of six children aged 0-12 years old in the private residences of the providers.
3. The applicant desires to convert an existing dwelling into a Play School, which is defined as a Child Care Facility within the Land Use Bylaw and is regulated by the Alberta Child Care Licensing Act and Regulation.
4. The Planning and Development Department has inspected the dwelling with the Fire Chief and Building Inspector to determine what improvements will be needed to ensure compliance with the Safety Code Action and Regulations.
5. The Business Plan for the Play School states that it intends to run classes of 20 students two times per day, four days per week. A total of three staff will work at the facility.
6. Administration is cautious and mindful whether a business is an appropriate use within a residential area. Persons living in residential districts should expect that business activity is limited, and that they should have peace and privacy.
7. This business has the potential for 80 to 90 vehicle movements per day, which is significantly more traffic than is allowed by permitted home businesses, which generally generate a maximum of 10 vehicle movements per day.
8. The existing dwelling has no area for loading/unloading of vehicles. All pickups/drop offs will be done curbside.
9. Section 640 (6) of the MGA provides a development authority with decision making guidelines relating to non-conforming development. Although this section does not relate to varying uses the spirit of this section is somewhat relevant under the circumstances given the Direct Control aspect of this consideration of use and resulting development.

Assistant CAO S. Gerlitz advised Council that 1 written submission had been received for/or against Bylaw 2066-15.

Assistant CAO S. Gerlitz read the letter, dated July 1, 2015 from C. Isaman & J. Byer. Mayor Richards welcomed any persons present to make representation either for or against the said bylaw amendment.

Lynn Potter, Sharebear Playschool Teacher addressed concerns regarding parking. L. Potter advised that children will be brought into the facility and not just dropped off by the parents (maximum 15 minutes drop-off time).

D. McCourt 4902-48 Avenue, expressed his concerns regarding parking and traffic congestion, concern for the safety of children because there is no sidewalk (just grass strip) that will have a berm of snow in the winter, driveway being blocked and lack of traffic enforcement.

R. Scott, 4710-54 Street, is a client of the Sharebear Playschool. Previously residing on 54 Street they experienced the traffic congestion around the school. R. Scott advised that the previous location of the Playschool was in the school complex, therefore with the proposed location of the Playschool in the same vicinity of the school, traffic congestion and patterns would not change significantly.

There were no other representations heard or made.

Mayor Richards declared the Public Hearing for Bylaw 2066-15 closed at 7:30 p.m.

Mayor Richards reconvened the regular Council Meeting at 7:30 p.m.

Mayor Richards opened the floor for Councillor comments. Council expressed their concerns regarding the driveway blockage, traffic and safety of the children.

General discussion took place regarding parking for pickup and drop off of children and the potential to have driveways blocked at this time. During the discussion it was noted that Administration at the Sharebear Playschool are strong believers in self enforcement and being a good neighbor. Clients using the Sharebear Playschool are thoughtful and caring towards the concerns of the neighborhood.

L. Potter, Sharebear Playschool advised that communication tools are available through monthly newsletters to address neighborhood concerns. B. Jackson, property owner of the proposed Sharebear Playschool location indicated that the Sharebear Executive Committee would do whatever it takes to work with the neighbors to address any concerns.

General discussion also took place with regards to rezoning the property back to residential use in the future. CAO G. Switenky advised that the property owner would have to submit a rezoning application to the Town to see the property go back to a residential district.

General discussion took place with regards to the traffic enforcement within the school zones. It was noted that more speed enforcement is required within the school zones and within the local area. Mayor Richards summarized the discussion by suggesting this would be an excellent opportunity for the increased presence of the Community Resource Officer, RCMP and Bylaw Officer.

Mayor Richards requested Administration to invite the local Detachment Commander to a future Council Meeting in

August to discuss the Town's priority of increased traffic enforcement as well as other community priorities.

Mayor Richards questioned if D. McCourt would be willing to work with Administration from the Town and the Executive Committee of the Playschool, and the property owner regarding the parking/driveway issue. D. McCourt was in favor of working with Administration of the playschool but also supported that more traffic enforcement is required in this area.

Mayor Richards thanked everyone in attendance for the very good, very beneficial discussion.

With the mutual consent of Council, Mayor Richards varied the order of the Agenda to consider Bylaw 2066-15.

Motion 15:07:09

Moved by Councillor Brown that the Town of Stettler Council give second reading to Bylaw 2066-15.

MOTION CARRIED
Unanimous

Motion 15:07:10

Moved by Councillor Sernecky that the Town of Stettler Council give third and final reading to Bylaw 2066-15.

MOTION CARRIED
Unanimous

Mayor Richards again thanked everyone for attending the meeting.

Acting Manager of Planning & Development, D. Dittrick left the meeting at 7:52 pm.

10. **Bylaws:**

- (a) 2066-15 re: Amend Bylaw 2060-15

This item was dealt with under item 9(a) – Public Hearing.

11. **Correspondence:**

- (a) Stettler District Ambulance Association Financial Statements for the Year Ended March 31, 2015
(b) AUMA CEO Announces Retirement
(c) AUMA Registration/Education Sessions

Motion 15:07:11

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Personnel

Motion 15:07:12

Moved by Councillor Campbell 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 8:04 p.m.

Motion 15:07:13

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

MOTION CARRIED
Unanimous at 8:59 p.m.

Motion 15:07:14

Moved by Councillor Campbell that the Town of Stettler Council approve salary grid and step adjustments as recommended by the CAO.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 15:07:15

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

MOTION CARRIED
Unanimous at 9:00 p.m.

Mayor

Assistant CAO