

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JUNE 17, 2014 IN THE MUNICIPAL OFFICE
COUNCIL CHAMBERS**

Present: Mayor Dick Richards

Councillors A. Campbell, D. Bachman, W. Brown, M. Fischer,
& K. Sernecky

CAO G. Switenky
Assistant CAO S. Gerlitz
Executive Director, Stettler Regional Board of Trade, A. Brown

Press (2)

Absent: Councillor S. Nolls

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

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

Motion 14:06:15 Moved by Councillor Bachman to approve the agenda as presented with the following addition:

- 13(a) Legal Issue
- 13(b) Legal Issue

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held June 3, 2014

Motion 14:06:16 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on June 3, 2014 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the June 3, 2014 Meeting Minutes

None

- (c) Minutes of the Committee Meeting held June 10, 2014

Motion 14:06:17 Moved by Councillor Sernecky that the Minutes of the Committee Meeting held on June 10, 2014 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business Arising from the June 10, 2014 Committee Meeting Minutes

None

4. **Citizen's Forum:** (a) Present:

Darryl & Laurie Rachar – Magnet Signs Stettler Ltd.
Wayne Smith – Family Chiropractic
Vicky Bailey

Presentation to be given during the Portable Sign Survey Information/Update Agenda Item.

5. Delegations: (a) None
6. Administration: (a) Portable Sign Survey Information/Update

CAO G. Switenky explained that at the May 20th Town Council Meeting, Administration was directed to poll our community in a public survey regarding the usage of Portable Signs. The survey closed on June 4th and the results were presented and comprehensively reviewed by Committee of the Whole on June 10th.

The previously reviewed survey results were presented for information and the mutual acceptance of Council.

CAO G. Switenky advised that during Committee of the Whole Meeting, Administration walked elected officials through a series of questions and scenarios to invoke input and to help determine direction/parameters on how to best proceed with the portable signs now and in the future.

He noted further that many challenges were identified respecting fairness and what is/should be an acceptable number of signs along roadways, who is allowed to have a sign, where can they be, how long should signs be allowed up, and should adjacent property owners have priority.

The following process relating to portable sign use was mutually accepted by Council:

1. Administration will attempt to work in cooperation with local sign businesses and users to reduce clutter and eliminate signage that is no longer relevant along major corridors.
2. Administration will proceed with a review of our current Land Use Bylaw and identify ways to improve our bylaw provisions.

Some of the directives received from Council are enhanced permitting, pursuing enforcement measures such as a limit to the number of signs in a location or on a per meter basis, finding solutions for seasonal relevance, length of time between changes, definitions of what constitutes a change in the signage, and identifying priority for the Right of Way and the adjacent landowner.

3. A Land Use Bylaw amendment as a whole is planned for this fall; however an interim report regarding portable signs will be prepared and brought back to Council for considerations prior to proceeding with the Land Use Bylaw amendment.

Mayor Richards welcomed D. Rachar, L. Rachar, W. Smith and V. Bailey to the meeting and allowed them to provide their input.

L. Rachar, Magnetic Signs Stettler Limited highlighted the letter submitted June 10, 2014 to the Committee of the Whole Meeting, regarding Portable Signs. Highlights of the letter are as follows:

- portable sign business has been in operation for 10.5 years.
- signs are always fresh with current messages, good quality signs and lettering.

- these signs have greatly enhanced the business community by providing a very effective form of advertising.
- customers testify that portable signs have greatly added to the success of the business community and is the most effective way of advertising and keeps their business viable and strong.

L. Rachar asked Council in their deliberations to consider the following issues that further impact business and charitable/non-profit organizations:

1. Third party advertising and Highway commercial property to the entrances of the Town:

If a bylaw was to be instigated it would cripple all businesses who do not have property along a roadway in which a sign can be placed. This would give the large big box stores who are on those extremities of Town who have large highway frontage, a great advantage over small businesses who are located in the downtown core or other obscure locations. Third party advertising is a self-sustaining form of promoting these type of businesses and greatly relieves the Town of huge expense in downtown business promotion. Magnetic Signs Stettler Limited is self-directed as to how many signs we will allow in various parcels of land. This maintains a great level of balance, to keep the Town attractive, and at the same time promoting businesses who are not along that area. We strive to space the signs attractively and in the past, we have removed snow and grass in a timely manner.

2. Definition of a portable sign:

Any regulations established by Council should be very clear on a definition of a portable sign. There are many types of signs: multiple corriplast on wires that are occasionally used by larger businesses along a roadway for a specific sales event, banners tied to a fence, balloons, flags, sandwich boards, or any sign that has been put up that is not permanent that did not go through the development permit process.

3. Charitable and Town events on Town property:

These type of signs currently are great beneficial to our Town, and usually on Town property. Permission is obtained by Magnetic Signs Stettler Limited and most of these signs are donated by the sign company. This greatly enhances many organizations in their fund raising opportunities and volunteers basis. If the Town were to enforce third party advertising, they have to violate their own bylaw, as with the current Town sign across from the bowling alley. As well, it may minimize these great organizations. The sense of community would lessen, with many negative consequences.

4. Enforcement:

As the Town considers more regulation, it must also consider more enforcement. Both actual enforcement; relationships between business owners and the cost of enforcement. The cost of employing a Bylaw Enforcement Officer would further add to the expense of the Town and thus, be added to the taxpayers.

L. Rachar suggested a permanent committee consisting of sign owners, the Development Officer or Town representative and interested public, who would become industry regulated for portable signs within the Town.

CAO G. Switenky commended Magnetic Signs Stettler Limited for their ongoing commitment and excellent business standards and reiterated the following challenges faced by Council; regulations required for Provincial Right of Way vs private land vs Town owned land, length of time a portable sign can be permitted, enforcement, what is considered an appropriate/acceptable distance between signs, and do adjacent landowners next to Public owned land have 1st right in the use of that land, permitted signs vs 1st right of usage.

Mayor Richards thanked L. Rachar for the excellent presentation and praised the members in the public gallery for their on-going commitment. Mayor Richards summarized the discussion that all parties agreed that any Portable Sign Review including regulations and enforcement is going to be a complicated matter to resolve while being fair for all concerned.

The results of the review will produce a made in Stettler solution that will hopefully satisfy the concerns that have been identified. The ongoing review will be part of the overall comprehensive review of the Land Use Bylaw which will completed in the fall, with public input being important.

Mayor Richards thanked delegation participants for their valuable input.

L. Rachar, D. Rachar W. Smith and V. Bailey left the meeting at 7:14 pm.

(b) Request for Decision re: Subdivision 2014-04

CAO G. Switenky advised that the applicant (Steven Vaughn Wilfort) is proposing to subdivide three (3) Highway Commercial Parcels consisting of 2.10, 1.75 and 1.71 acres.

CAO G. Switenky explained that the proposed subdivision of three (3) highway commercial parcels is west of the existing Future Ag. location. The applicant is proposing the 3 parcel subdivision to accommodate future highway commercial development.

CAO G. Switenky explained that Administration has assessed this proposal against the Town of Stettler Land Use Bylaw 2018-11, the Town & County of Stettler Intermunicipal Development Plan and the Town of Stettler Municipal Development Plan.

Motion 14:06:18

Moved by Councillor Brown that the Town of Stettler Council approve Subdivision Application 2014-04 as presented.

That the application for a three (3) Highway Commercial Parcel subdivision as shown on the Tentative Plan has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations.
2. The application is consistent with the policies of the Municipal Development Plan, and
3. The application is consistent with the Land Use Bylaw 2018-11.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. The owner/applicant shall enter into, and comply with the terms and conditions of, a development agreement with and to the satisfaction of the Town of Stettler, in accordance with Section 655 of the Municipal Government Act with regard to all municipal improvements such as water supply, sewage disposal, storm water management, on-site roads, and other utilities as may be required.
4. The owner/applicant will be required to pay offsite levies in the amount of \$5000/gross acre (5.56 total acres for 3 parcels) totaling \$27,800.
5. The issuance of a Construction Completion Certificate for the municipal improvements to the Town's satisfaction, pursuant to the subdivision development agreement referenced above.
6. Required easements or right of ways for roads, servicing and drainage shall be dedicated to the Town of Stettler upon subdivision.
7. The owner/applicant will provide any easements required for servicing the newly subdivided property.

MOTION CARRIED
Unanimous

(c) Discussion re: Boulevard Maintenance

CAO G. Switenky advised that the Town of Stettler has received a concern regarding the expectation to maintain a boulevard adjacent to a property at 4716 & 4714 – 46 Street. The property owner has indicated that the requirement to mow the boulevard on the southeast side of the resident's triangle shaped lot is unfair due to its relatively large size.

The current Town Policy IV-2(a) states:

Maintenance of Boulevards - All boulevards between roads, sidewalks and adjacent properties shall be maintained by the abutting property owner in a manner acceptable to the Town.

Town Council reviewed an Administrative Memorandum including comparisons of other similar sized residential locations having similar sized boulevards to maintain.

Discussion ensued regarding what is a boulevard and what is a park for Town staff maintenance purposes.

Councillor M. Fischer highlighted his meeting with the resident and subsequent meeting with Staff.

Motion 14:06:19

Moved by Councillor Sernecky that the Town of Stettler Council recommends that Town of Stettler Council uphold the existing policy regarding the requirement to maintain the boulevard at 4716 & 4714 – 46 Street.

MOTION CARRIED (5-1)
Opposed: Councillor Fischer

(d) Memo re: TD Bank Signing Authority

CAO G. Switenky explained that further to the June 2, 2014 staff changes and title updates, the signing authorities for the TD Bank accounts will need to be updated to reflect the current staff titles.

Motion 14:06:20

Moved by Councillor Sernecky that the Town of Stettler Council authorizes a combination of elected and non-elected officials to sign cheques and other negotiable instruments on behalf of the Town subject to the following restrictions:

The Mayor and Assistant CAO jointly;
or the Mayor and Chief Administrative Officer (CAO) jointly;
or any one Councillor and the Assistant CAO jointly;
or any one Councillor and the CAO jointly.

MOTION CARRIED
Unanimous

(e) Discussion re: Change July 1 Council Meeting Due to Holiday

CAO G. Switenky explained that due to the Canada Day holiday the July 1st Council Meeting will have to be rescheduled. The consensus of Council was to reschedule the Council Meeting to July 2, 2014 at 6:30 p.m.

Motion 14:06:21

Moved by Councillor Brown that the Town of Stettler Council regular scheduled meeting for July 1, 2014 be rescheduled to July 2, 2014 commencing at 6:30 pm.

MOTION CARRIED
Unanimous

(f) Bank Reconciliation as of May 31, 2014

Motion 14:06:22

Moved by Councillor Bachman that the Town of Stettler Council accept the Bank Reconciliation as of May 31, 2014 as presented.

MOTION CARRIED
Unanimous

(g) Accounts Payable in the amount of \$948,274.23

Motion 14:06:23

Moved by Councillor Fischer that Accounts Payable in the amounts of \$611,660.35 & \$336,613.88 for the period ending June 13, 2014 for a total amount of \$948,274.23 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council: Mayor and Councillors outlined highlights of meetings they attended.
- (a) Mayor Richards
- May 28 - FCM in Niagara Falls.
 - June 3
 - June 4 - Tim Horton's Camp Day.
 - June 7 - HYC Auction.
 - June 8 - Town Office re: cheques.
 - June 10 - Committee of the Whole Meeting.
 - June 13 - Town Office re: cheques/agenda.
 - June 16 - Funeral.
- (b) Councillor Bachman
- June 7 - Bashaw Parade.
 - June 10 - Committee of the Whole Meeting.
 - June 16 - FCSS Meeting.
- (c) Councillor Brown
- June 4 - Willow Creek Luncheon for Seniors Week.
 - June 5 - Beautification Committee Meeting.
 - June 10 - Committee of the Whole Meeting.
 - June 13 - Wildcats Theatre.
 - June 16 - Andrew Nibourg's Funeral.
 - FCSS Meeting.
- (d) Councillor Campbell
- June 5 - Senior's Social at the Hub.
 - June 10 - Committee of the Whole Meeting.
 - P & H Elevator Meeting.
 - June 13 - Red Deer River Municipal Users Group Meeting in Red Deer.
- (e) Councillor Fischer
- June 4 - Willow Creek Lunch re: Senior's Week.
 - Resolved citizen concerns.
 - June 5 - Senior's Social at the Hub.
 - June 7 - Bashaw Parade.
 - Attended fundraising event for Big Valley Museum.
 - June 10 - Committee of the Whole Meeting.
 - June 12 - Met with 4 professional staff re: citizen request.
 - Campus Alberta Meeting.
 - June 13 - Connecting Through Water Event in Red Deer.
- (f) Councillor Nolls
- No report – absent from meeting.
- (g) Councillor Sernecky
- May 26 - Hospital Foundation & Victim Services Meeting re: Golf Tournament.
 - June 2 - Golf Tournament Meeting at the hospital.
 - Paragon Place Social re: Senior's Week.
 - June 3 - Heart Haven Social re: Senior's Week.
 - June 5 - Beautification Committee Meeting.
 - June 6 - Airport Board Meeting.
 - June 7 - Rocky Mtn. House Parade.
 - June 9 - Golf Tournament Meeting.

- June 10 - Committee of the Whole Meeting.
- June 11 - Met with two residents regarding concerns.

Councillor Sernecky indicated that at the Airport Board Meeting a request was made to have a welcome sign including the Town of Stettler and County of Stettler No. 6 logos put on the fuel tank welcoming pilots.

8. **Minutes:**
- (a) Parkland Regional Library Board Meeting of May 15, 2014
 - (b) Stettler Airport Board Meeting of June 6, 2014

Motion 14:06:24

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

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:** (a) Idling Reduction Stettler Pilot Community
A request has been received by the Parkland Airshed Management Zone to make a presentation to Town Council in August on the possibility of becoming an Idling reduction pilot community.

Mayor Richards determined that it is appropriate to deal with this invitation request immediately.

Discussion ensued regarding Council's appetite to create public idling rules for our community. It was noted that the Stettler school complex has created and installed idling awareness signage around their property already.

Mayor Richards concluded by commending the entire Heartland Beautification Committee's Environmental Action Sub-Committee on the great work they do in the community. However at this time, for a variety of reasons including being a farming community and related enforcement issues, there was not sufficient majority support from Council to have the presentation.

- (b) Hometown Heroes Award Program 2014
CAO Switenky reported that each year, the Hometown Heroes Award Program recognizes and celebrates environmental leaders, who foster meaningful, long-term community awareness and action. Congratulations to Mrs. Grace Fix who has been chosen as finalist to the Hometown Heroes Award.
- (c) Lifesaving Society
CAO Switenky reported that the Lifesaving trained staff have placed first (1st) in the Class 12C Paul (Skip) Hayden Canadian Swim Patrol Award. This award is presented to the affiliate member serving a community of less than 7,500 population accumulating the highest point total of Canadian Swim Patrol candidates during a calendar year. Congratulations!
- (d) Sewage Waste Treatment Information Meeting Invitation
CAO Switenky reported that the Town of Didsbury has been pursuing innovative ways to handle and treat sewage waste in a more sustainable and cost effective

manner. Companies are using leading edge technology for treating sewage waste and converting it into certified organic fertilizer. A municipal information meeting has been scheduled for Tuesday, June 24, 2014 at the Town of Didsbury. After Council discussion it was agreed to accept the meeting invitation for information.

- (e) Member Notices - AUMA
- Province Preparing to Launch \$325 Million Community Resilience Program
 - Webinar Provides Ideas on How to Bring Life to Former Gas Stations
 - School of Public Policy Releases Paper on Municipal Infrastructure Funding

It was mutually agreed that a response letter be sent under the Mayor's signature to the Chair of the Alberta Urban Municipalities Association, Helen Rice, expressing Council's frustration in the current lobbying efforts of the Association, and that the alternative ideas identified were not close to being acceptable solutions to the real problems that municipalities encounter regarding these high exposure vacated/eyesore commercial sites that should otherwise be providing far greater taxation revenues for municipalities through productive businesses being able to develop at these locations.

- (f) Local Government Education Meeting
- CAO Switenky reported that Clearview Regional School Division will be hosting a municipal meeting in Castor on Monday, June 24, 2014. The Board of Trustees for the Clearview Public Schools would like to invite our local government partners to discuss education issues, and collaborate on any highlights of the work being done in communities by municipalities. This is part of a renewed focus for communication by the Board of Trustees with local communities. Mayor Richards and CAO Switenky plan to attend.

- (g) Wildrose Water Strategy

Motion 14:06:25

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

MOTION CARRIED
Unanimous

12. Items Added: (a) None

13. In-Camera Session: (a) Legal Issue
(b) Legal Issue

Motion 14:06:26

Moved by Councillor Bachman that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 7:42 p.m.

Motion 14:06:27

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

MOTION CARRIED
Unanimous at 8:11 p.m.

14. Adjournment:

Motion 14:06:28

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

MOTION CARRIED
Unanimous at 8:11 p.m.

Mayor

Assistant CAO