

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JUNE 17, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peeples & D. Richards

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

Press (2)

Absent: Councillor L. Thorogood

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

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

Motion 08:06:29 Moved by Councillor Dennis to approve the agenda as presented with the following addition:

12(a) Memo re: RFP for Stettler Fire Station Bay Addition

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held June 3, 2008

Motion 08:06:30 Moved by Councillor Peeples that the Minutes of the Regular Meeting of Council held on June 3, 2008 be approved as presented with the addition of Councillor Thorogood's report under Section 7.

MOTION CARRIED
Unanimous

(b) Business Arising from the June 3, 2008 Minutes

None

(c) Minutes of the Committee of the Whole Meeting held June 10, 2008

Motion 08:06:31 Moved by Councillor Garbutt that the Minutes of the Committee of the Whole Meeting held on June 10, 2008 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the June 10, 2008 Committee Minutes

None

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

5. **Delegations:** (a) 7:00 P.M. – John Keith, Director of Operational Services – Strategic Goal #4

This item was dealt with later in the meeting.

- (b) 7:30 P.M. – Don Falkenberg re: Zoning of Properties Along 47 Avenue East of Railway Tracks

This item was dealt with later in the meeting.

6. **Administration:** (a) Demolition Tax Refund

Director of Finance and Administration, G. Switenky circulated a confidential memo informing Council of the property owner's name. This information is considered personal and should not be released under the *Freedom of Information and Protection of Privacy Act (FOIP)*.

This is a standard demolition policy refund and given the amount (being greater than \$100) it must be approved by Council.

Motion 08:06:32

Moved by Councillor Campbell that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #520770005 in the amount of \$1,134.06 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

- (b) Memo re: Heartland Beautification Committee Volunteer

Town Council reviewed the letter from Rob Spencer who is interested in sitting on the Heartland Beautification Committee.

Motion 08:06:33

Moved by Councillor Dennis that the Town of Stettler Council approve the appointment of Rob Spencer as a member-at-large on the Heartland Beautification Committee.

MOTION CARRIED
Unanimous

- (c) Memo re: Portable Speed Monitoring and Display Device

Town Manager, R. Stoutenberg reviewed the memo from RCMP Sgt, Rowland Schmidt regarding the purchase of a portable speed measuring and display device for use in Stettler.

The acquisition of this item flows from discussion at the 2008 Strategy Session.

Discussion ensued regarding the value of this speed reading display device; specifically to assist the police by reducing speeding motorists without a peace officer being present.

Councillor D. Richards entered the meeting at 6:45 p.m.

Discussion continued regarding the additional options to the unit being requested by Sergeant Schmidt: EZ Stat Pak Traffic Counter Stat Pkg, Locking wheel nuts and Warning/flashing lights.

Motion 08:06:34

Moved by Councillor Campbell that the Town of Stettler Council approve the purchase of one OnSite 300 Radar Speed Trailer with flashing lights and three options from Davtech Analytical Services (Canada) Inc. at a cost of \$9,834.93 (tax in).

MOTION CARRIED
Unanimous

(d) Memo re: Award Reservoir Demolition Tender

Town Council reviewed the memo from John Keith, Director of Operational Services regarding the Reservoir Demolition Tender. Five (5) quotes were received as follows:

Morgan Construction & Environmental Ltd.	\$96,682.95
Bettenson Sand & Gravel	\$50,930.00
Wally's Backhoe Services Ltd.	\$43,890.00
Pebble Pushers	\$36,120.00
Columbia Rail Contractors Inc.	\$19,099.50

Discussion ensued regarding the competency of the low bidder to appropriately perform this kind of work. It was noted that the Town has written assurance from a qualified Professional Engineering firm stating that this reservoir can be safely removed without damaging/affecting the Town's adjacent main reservoir that is currently in operation.

Motion 08:06:35

Moved by Councillor Peeples that the Town of Stettler Council approve the Reservoir Demolition Tender to Columbia Rail Contractors Inc. at a cost of \$19,099.50 (tax in).

MOTION CARRIED
Unanimous

(e) Recycling Report

Town Council reviewed the Report - Opportunities to Expand Recycling in Stettler, prepared by Terra 2000, May 2008.

The report identifies the need to establish sustainable recycling programs that bring about the diversion of materials that would otherwise enter the landfill.

The purpose of diversion in Stettler could be of benefit in two ways. First, reducing the volumes of wastes entering the Regional Landfill would reduce burial costs, delay new landfill cell development and extend landfill life. Reducing those costs and securing future landfill capacity is desirable.

Second, in Alberta, Class II landfill are permitted on two basis, those accepting under 10,000 tonnes/annum and those over 10,000 tonnes/annum. While Stettler should not fear moving to the category of over 10,000 tonnes, there are some attendant implications that will substantially increase the cost to operate the Regional facility in the future. If diversion of waste can be a factor that keeps the local waste stream under 10,000 tonnes, it should be pursued.

Furthermore, materials in the waste stream should be seen as valuable resources which ought not be discarded if the means are available to avoid throwing them away forever.

The Study makes recommendations summarized as follows:

1. The Town of Stettler should pursue a contract relationship with a waste-hauler to effect curb-side recyclables collection.
2. The Town of Stettler, acting with the County of Stettler, should pursue various upgrades to the existing Waste Transfer Station.
3. The Town of Stettler, working with the County and the Recycling Committee, should design and implement an education program.
4. That the Town of Stettler, the County and the Committee work cooperatively to track capture rates of diversionary programs as the basis to adjust or expand recycling, composting or other diversionary methods over time so as to maximize impact.

The Report recommends against the establishment of a depot in Stettler now or in the foreseeable future because the population in the entire region is too small to make the economics of a local depot reasonable.

Town Manager R. Stoutenberg advised that to be effective a recycling program should be broader than just the Town and he recommends sending a copy of the Report to the County of Stettler and the surrounding Villages for comment and hopefully buy-in.

Motion 08:06:36

Moved by Councillor Richards that the Town of Stettler Council accept the Report – Opportunities to Expand Recycling in Stettler prepared by Terra 2000, May 2008 for information purposes.

MOTION CARRIED
Unanimous

- (f) July Newsletter Items
- Communities in Bloom Judges – July 18
- 2008 Property Taxes Due
- Committee Meetings Cancelled July/August
- Side By Side Shoot-Out (**CANCELLED**)

5. **Delegations:**

- (a) 7:00 P.M. – John Keith, Director of Operational Services – Strategic Goal #4

John Keith, Director of Operational Services entered the meeting at 7:00 p.m.

Mayor Hunter welcomed J. Keith to the meeting.

J. Keith reviewed the report he prepared entitled Water Conservation Strategy.

The report identifies that the goal is to achieve a 15% reduction in overall water use, and that there needs to be a slogan with an effective education program to increase public knowledge about the rationale for water conservation and the potential benefits. Getting residents on board will produce the most favorable results.

A number of potential actions that the Town can pursue were identified including:

- Enhanced Education Program
- Water Saving Kits
- Full Cost Recovery in Setting Rates
- Lawn Watering Restrictions
- A Toilet Replacement Program
- A Plumbing Fixture Bylaw

Discussion ensued regarding the need for conservation measures; both financial and environmental.

Discussion continued regarding the costs and implications of various actions that could be pursued and the need to incorporate responsible compliance measures and reasonable enforcement mechanisms into Town bylaws and policies.

Mayor Hunter thanked J. Keith for providing Council with valuable information for future consideration.

J. Keith departed the meeting at 7:20 p.m.

- (b) 7:30 P.M. – Don Falkenberg re: Zoning of Properties Along 47 Avenue East of Railway Tracks

Don Falkenberg, Gordon Nelson, Sally Hurley & Stephen Loyst entered the meeting at 7:20 p.m.

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on this item.

Acting Deputy Mayor Councillor Peeples assumed the Chair and initiated introductions for the benefit of everyone present.

D. Falkenberg stated that the purpose of the request from this group of property owners is to ask Council to consider their proposal to rezone the portion of 47th Avenue now zoned Urban Reserve and the north side of 47th Avenue zoned industrial to a form of residential zoning. There appears to be a number of types of residential zoning available at the present time that could be considered as options.

There have been a number of significant changes in this area since the area was zoned to its present designation(s). A number of changes are occurring in Stettler at the present time in both the business community and the residential community. Since much of this land has never been developed or used for the intended purposes of the zone, now is a good time to propose a change in the type of land use.

There are a number of reasons for their request:

- a. There have been residences on these properties for a significant number of years.
- b. The current properties have been well maintained as residences.
- c. This parcel of land does sit adjacent to another residential zone, albeit interrupted by the rail track used by Alberta Prairie Steam Tours.
- d. The current zone designation is too restrictive as to what may be done with these properties.
- e. The inclusion of a residential zone around the very successful tourist attraction, Alberta Prairie Steam Tours, we believe would help to showcase that area to our many visitors.
- f. These property lots are large and would serve as a better buffer between the industrial areas to our south and east, and the General Residential zoning to our north, than the rail tracks currently being used as the buffer area.
- g. By careful planning of the industries that would be located in the areas to our south and east, the co-existence of the two zones could be made very workable. The industries that currently occupy properties to the south and east have not created a significant problem to the current residences.

It was also added that getting insurance to replace their existing homes is unclear given the current Urban Reserve dedication which restricts their ability to rebuild on their property.

Discussion ensued regarding the stated reasons for their request and the long term statutory plans for the Town.

Town manager R. Stoutenberg explained the fundamental importance of incorporating proper buffer zones between Residential and Industrial uses. Industrial uses typically comprise of noise, dust and smell pollution,

possibly on a 24 hour basis, which does not make them conducive to being adjacent to residential dwellings. To date, most uses in the immediate area would be considered "Light" Industrial, however with the surrounding lands being zoned Industrial it is very plausible that anyone of these properties could be developed for a heavier use at any time.

Administration feels that current Urban Reserve zoning provides a means of reaching the long term planning goal of having this area move to industrial uses. The current zoning does permit regular maintenance of existing homes such as new windows, siding, roofing etc. to ensure a home can be kept safe for the occupants. However it does not allow for significant additions or for a new home to be developed on the property which prevents the renovated property value from significantly increasing the lifespan of these dwelling units.

Discussion ensued regarding the types of upgrades that would currently be permitted to existing dwellings.

Discussion continued regarding the significantly large size of the properties along the south side of 47th Avenue and that on these properties the southerly portion is zoned Industrial while the north end (containing the dwellings) is zoned Urban Reserve. It was also stated that there is potential for acreage style residential development on the large undeveloped parcel located on the north side of 47th Avenue. In the property owners' opinions there is potential to create new buffer zones in conjunction with careful planning to limit adjacent properties to lighter industrial uses.

Acting Deputy Mayor Councillor Peoples wrapped up discussion a highlighted that Administration has made a recommendation in the Memo for Council to Consider.

Motion 08:06:37

Moved by Councillor Richards that the Town of Stettler Council upholds the Town of Stettler's statutory planning documents outlining the long-term plan for uses in the East Industrial District for the Urban Reserve lands south of 47th Avenue and for the Industrial lands north of 47th Avenue.

MOTION DEFEATED (3 – 2)
Opposed: Councillors Garbutt,
Campbell & Richards

In summary, this item will be referred back to Administration for further review and alternative options for Council to consider at a subsequent meeting.

Delegation members departed the meeting at 8:00 p.m.

Mayor Hunter returned to the meeting and re-assumed the chair.

(g) Bank Reconciliation as of May 31, 2008

Motion 08:06:38

Moved by Councillor Campbell that the Bank Reconciliation as of May 31, 2008 be accepted as presented.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$1,000,424.52

Motion 08:06:39

Moved by Councillor Richards that Accounts Payable for the period ending June 11, 2008 in the amount of \$1,000,424.52 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- June 4 - Tim Horton's Camp Day.
- June 6 - Town Office duties.
- June 10 - Committee of the Whole Meeting.
- June 11 - Physicians Recruitment.
- June 12 - Board of Trade Meeting.
- June 13 - Town Office duties.
- June 16 - Tour of Affordable Housing duplexes.
- June 17 - IDP Steering Committee and Annexation.

(b) Councillor Campbell

- June 12 - Municipal Planning Commission Meeting.
- June 13 - Stettler Waste Management Meeting.
- June 17 - IDP Steering Committee and Annexation.

(c) Councillor Dennis

- June 5 - Met with seniors and attended floor curling and coffee at Senior Citizen Centre.
- June 6 - Airport Board Meeting.
- June 10 - Committee of the Whole Meeting.
- June 13 - Stettler Waste Management Meeting.
- June 16 - FCSS Board Meeting.

(d) Councillor Garbutt

- June 4 - Paragon Place lunch for Senior's Week.
- June 5 - Beautification Committee Meeting.
- Heart Haven Lodge – Senior's Week.
- June 10 - Committee of the Whole Meeting.
- June 12 - Municipal Planning Commission Meeting.

(e) Councillor Peeples

- June 10 - Committee of the Whole Meeting.
- June 12 - Municipal Planning Commission Meeting.
- June 16 - Tour of Affordable Housing duplexes.
 - FCSS Board Meeting.
 - Museum Meeting.

(f) Councillor Richards

- June 10 - Committee of the Whole Meeting.
- June 12 - Municipal Planning Commission Meeting.
- June 13 - Stettler Sports Park Fundraising Committee.
- June 14 - Stettler Idol – Crazy Days.
- June 16 - Ambulance Board.

(g) Councillor Thorogood

- No report – absent from meeting.

8. **Minutes:**

- (a) Municipal Planning Commission Meetings of May 28 & June 12, 2008
- (b) Stettler Town & County Airport Board Meeting of June 6, 2008
- (c) Stettler Recycling Committee Meeting of June 4, 2008

Motion 08:06:40

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) Memo & Bylaw 1972-08 re: Off-Site Levy Bylaw

Town Manager, R. Stoutenberg advised that in 2007 the Town of Stettler hired Tagish Engineering to update previous sewer servicing studies and to develop a report on the expansion Sanitary Sewer Collection System to serve future growth areas.

As directed at the June 3, 2008 Council Meeting, based on the first reading of Bylaw 1972-08 being defeated on a tie vote, the Bylaw was returned to Administration for alternative revisions.

Discussion ensued regarding the purpose of an off-site levy. An off-site levy on future development is a mechanism to generate funds that will be used to offset some or all of the significant costs (estimated at \$17.4 million) associated with sewer infrastructure expansion to accommodate new growth.

It was explained that the existing tax base will still be responsible for a financial share of any future work undertaken which has broad benefits for the community.

It was stated that with the funds generated by an off-site levy, the infrastructure extensions/expansions necessary to service new development areas may actually be expedited sooner than if a single developer had to pay for the entire cost in order to proceed.

It was highlighted that Tagish Engineering has estimated that full cost recovery from future development would require an off-site rate of \$6,500 per acre.

Discussion continued regarding at what level Council would cap the levy to encourage development. Rates between \$3,500 and \$6,500 were debated. It was noted that developers will pass on this cost to the ultimate purchasers of their serviced lots. As an example it was highlighted that for a typical residential density development an average of 4 dwellings can be accommodated per acre; therefore if using an off-site rate of \$5,000 per acre, each lot would be responsible for returning \$1,250 of the levy cost to the developer.

It was noted that the Town of Stettler property north of the rail line and west of the Ring Road should also be included in the levy.

It was mutually agreed that the proposed Off-Site Bylaw for Council's consideration should cap the levy at \$5,000 per acre to encourage development.

Motion 08:06:41

Moved by Councillor Garbutt that the Town of Stettler Council give first reading to Bylaw 1972-08.

MOTION CARRIED (5 -1)
Opposed: Councillor Dennis

Motion 08:06:42

Moved by Councillor Richards that the Town of Stettler Council give second reading to Bylaw 1972-08.

MOTION CARRIED (5 – 1)
Opposed: Councillor Dennis

Motion 08:06:43

Moved by Councillor Peeples that the Town of Stettler Council give permission for third and final reading to Bylaw 1972-08.

MOTION CARRIED
Unanimous

Motion 08:06:44

Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1972-08.

MOTION CARRIED (5 – 1)
Opposed: Councillor Dennis

11. **Correspondence:**

- (a) Alberta Municipal Affairs
- (b) RDRMUG Newsletter
- (c) Canada.com re: Vacancies Up, But so are Rents
- (d) Drumheller-Stettler Open 2008 Invitation

- (e) Canadian Federation of Independent Business (CFIB)
- (f) Fort Saskatchewan re: Union Reach Collective Agreement
- (g) High River re: Doctors Ask M.D. for Facility Funding
- (h) Lethbridge Herald re: Water is on Tap for City Agenda

Motion 08:06:45

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) Memo re: RFP for Stettler Fire Station Bay Addition

Mayor Hunter declared a possible conflict of interest and by departing the meeting excused himself from discussion and voting on this item.

Acting Deputy Mayor Councillor Peeples assumed the chair.

Town Council reviewed the memorandum from Mark Dennis, Regional Fire Chief regarding a Request for Proposal to construct and supervise a 1,500 sq. ft. storage bay on the existing fire station. The RFP closed on June 13th with one bid received from Hoopfer Construction Ltd. of Stettler as follows:

Hoopfer Construction Ltd. to charge	\$18,700.00
10% of the total addition cost	
Hoopfer Construction Ltd. Project Manager Fee	\$18,000.00
Proposal Total	\$36,700.00

Motion 08:06:46

Moved by Councillor Garbutt that the Town of Stettler Council approve that Hoopfer Construction Ltd. construct and supervise a 1,500 sq. ft. storage bay on the existing fire station for a project manager fee of \$18,000 plus 10% of total cost of the addition estimated at \$18,700.

MOTION CARRIED
Unanimous

Mayor Hunter returned and reassumed the chair.

13. **In-Camera Session:**

- (a) County of Stettler – Mediation/Annexation
- (b) GreenLab

Motion 08:06:47

Moved by Councillor Dennis 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 on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 9:12 p.m.

Motion 08:06:48

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

MOTION CARRIED
Unanimous at 9:30 p.m.

14. **Adjournment:**

Motion 08:06:49

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

MOTION CARRIED
Unanimous at 9:30 p.m.

Mayor

Director of Finance & Administration