

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JUNE 5, 2012 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor Dick Richards

Councillors A. Campbell, D. Bachman, M. Fischer, L. Thorogood,  
P. Simons & S. Wildeboer

CAO R. Stoutenberg  
Planning & Development Officer L. Graham

Press (2)

**Absent:** Assistant CAO G. Switenky

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

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

**Motion 12:06:01** Moved by Councillor Bachman to approve the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held May 15, 2012

**Motion 12:06:02** Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on May 15, 2012 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the May 15, 2012 Meeting Minutes

None

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

5. **Delegations:** (a) 7:30 P.M. – Nichols Environmental Memo re: Alternative Site Drainage Proposal – Coop Gas Bar Site

Larry Parks, Red Deer Co-op and John Clark, Nichols Environmental entered the meeting at 7:02 p.m.

Melissa Robbins, Director of Operational Services entered the meeting at 7:28 p.m.

Mayor Richards welcomed Melissa Robbins, Larry Parks and John Clark to the meeting.

John Clark presented to Council the Red Deer Co-op proposed storm water management plan.

Melissa Robbins presented to Council the Town of Stettler bylaws regarding connection of their storm services to the sanitary system and the concern with flooding we have experienced in past.

Discussion ensued regarding the Town of Stettler's storm and sanitary systems and the impact of the proposed design on the sanitary system.

Mayor Richards thanked Larry Parks and John Clark.

Larry Parks and John Clark departed the meeting at 7:54 p.m.

**Motion 12:06:03**

Moved by Councillor Thorogood that the Town of Stettler Council upholds the current Bylaws 1809-99 and 1106 and recommends that Red Deer Co-op revise the design plans to allow storm water to be directed to the storm system throughout the year, and allows an alternate option for groundwater to be directed to the sanitary system during winter, if in the opinion of the Town, a problem with ice occurs on 62 Street.

MOTION CARRIED  
Unanimous

6. **Administration:**

(a) Update re: 2012 Strategic Plan

CAO, R. Stoutenberg reviewed the Town's 2012 Strategic Plan and updated Council with respect to the actions/results achieved to date on a goal by goal basis.

Discussion ensued regarding various areas of progress to date.

It was noted that this update is presented to Council for information purposes on a regular/quarterly basis.

(b) Memo re: July/August Committee Meetings

Mayor Richards advised that traditionally the July and August Committee of the Whole Meetings have been cancelled due to a lower work load over the summer.

A special meeting may be called, if necessary to deal with any emerging issue(s).

**Motion 12:06:04**

Moved by Councillor Thorogood that the Town of Stettler Council cancel the July and August Committee of the Whole Meetings.

MOTION CARRIED  
Unanimous

(c) Memo re: Brownfield Sites Update

Planning & Development Officer L. Graham explained that in November of 2011 on request of the Town, Alberta Environment sent letters to 14 property owners of contaminated sites in Stettler. Among these 14 there are 8 sites that are currently vacant or underutilized commercial/Industrial land and are therefore defined as "Brownfield Sites".

Recently, Town of Stettler Administration contacted Alberta Environment to discuss the progress following these letters. It was determined that all 14 sites have responded to Alberta Environment regarding the current state of the property as well as the owners plans for the eventual remediation of the sites.

Alberta Environment has a public repository for all correspondence regarding contaminated sites, to date the landowner responses have not been uploaded on the site and therefore are not available at this time.

Discussion took place regarding the legislation around Brownfield Sites and that Alberta Environment is not proceeding with enforcement at this time but more providing the land owners with legislation and awareness. It was noted that Alberta Environment does not restrict the sale or development of contaminated property and that the vacant or underutilized properties are a municipal issue as Alberta Environments role in contamination is only determining safety for human health.

There is currently a Brownfield Redevelopment Working Group working on a provincial Brownfield Redevelopment Strategy.

The mandate of the working group is to provide recommendations for a Brownfield Redevelopment Strategy that will facilitate the redevelopment of brownfield sites where market barriers currently discourage activity. Recommendations will address brownfields that were formerly gas stations but will also address other types of brownfields that fit the working definition:

“A brownfield site is considered an abandoned, vacant, derelict or underutilized property where past actions have resulted in actual or perceived contamination and where there is an active potential for productive community use including reuse and full redevelopment. ”

This working group is made up of representatives from AUMA, AAMDC, the Cities of Edmonton and Calgary, FCM, the Government of Alberta, homebuilders, developers, consulting engineers, and the petroleum industry.

**Next Steps:**

1. Upon availability of the land owner responses, Administration will analyze the land owners plans and intentions for the properties and provide a report to Council.
2. Based on the report Council may want to then identify the priority sites to concentrate on reclamation and/or redevelopment.
3. Administration will focus on the priority sites and utilize the Brownfield Redevelopment Strategy as a tool to work with landowners to reclaim and/or redevelop their properties.

It was noted that this update is presented to Council for information purposes.

(d) Request for Decision Subdivision 2012-01

Planning & Development Officer L. Graham advised that the applicant (Canadian Pacific Ltd.) is proposing to subdivide one (1) industrial lot (2 acres +/-) from a 4.98 acre parcel for the expansion of ENR Distribution.

Planning & Development Officer L. Graham explained that the Tentative Plan of Subdivision 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.

Planning & Development Officer L. Graham explained that the owner/applicant has previously entered into a Development Agreement with the Town of Stettler to extend the water services to this development; construction is to take place this summer.

The owner/applicant is currently using the Town of Stettler road right-of-way and a portion of adjacent land to access this parcel. Because of the size of trucks that currently use that road the existing lane deteriorates and there are drainage issues with it. Their trucks continually drive into the ditch and we are continually maintaining and fixing the road and drainage in this area. Public Works recommends upgrading this access to a wider cross section with better ditches built to accommodate the heavy truck traffic and drainage concerns.

**Motion 12:06:05**

Moved by Councillor Fischer that the Town of Stettler Council approve Request for Subdivision Application 2012-01 as presented as follows:

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 will be required to pay offsite levies in the amount of \$5000/gross acre (4.98 acres of entire parcel) totaling \$24,900.
4. The owner/applicant will be required to enter into a deferred servicing agreement for sanitary services until such time that they are available.
5. 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, as amended, with regard to all municipal improvements and recoverable costs:
  - a. The owner/applicant will be required to construct the road (51A Avenue) to a wider cross section with upgraded ditches to accommodate the heavy traffic use and drainage ditches.
  - b. The owner/applicant will be required to construct the road within the Town of Stettler's Road Right-of-way and extend to the west boundary of the proposed subdivided parcel.

- c. The owner/applicant will provide a road cross section and drainage plan to the Town of Stettler's Director of Operations for approval.
  - d. The owner/applicant will be required to construct the roadway to the standards set out by the Alberta Building Code.
  - e. The owner/applicant will be required to ensure that adequate water supply is extended for future development of the site.
  - f. Further, the cost for construction of 51A Avenue is partially recoverable from adjacent lands through "boundary improvements".
6. The issuance of a Construction Completion Certificate for the municipal improvements to the Town's satisfaction, pursuant to the subdivision development agreement referenced above.
  7. The owner/applicant will provide any easements required for servicing the newly subdivided property.
  8. The owner/applicant will dedicate a Utility Right of Way in the name of ATCO Electric for their existing facilities serving the property.

MOTION CARRIED  
Unanimous

(e) Memo re: Rotary's 56<sup>th</sup> Farmer's Appreciation Night

CAO R. Stoutenberg explained that the Stettler Rotary Club's 56<sup>th</sup> Annual Farmer's Appreciation Night will be held on Monday, June 25<sup>th</sup> at the Stettler Community Hall. This is a fun-filled evening with speakers, door prizes and a 50/50 cash draw.

CAO R. Stoutenberg explained that given that agriculture is one of our economic pillars in our community, Council may want to consider purchasing tickets to this event.

**Motion 12:06:06**

Moved by Councillor Bachman that the Town of Stettler purchase a corporate table for the Rotary 56<sup>th</sup> Farmer's Appreciation Night at a cost of \$300.

MOTION CARRIED  
Unanimous

(f) CAO Report

CAO R. Stoutenberg highlighted his monthly organizational report to Council.

**Motion 12:06:07**

Moved by Councillor Bachman that the Town of Stettler accept the CAO Report for the month of May as presented.

MOTION CARRIED  
Unanimous

(g) Accounts Payable in the amount of \$694,043.66

**Motion 12:06:08**

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$240,376.55, \$328,638.82 and \$125,028.29 for the period ending May 31, 2012 for a total amount of \$694,043.66 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 24 - Seniors Week Proclamation
    - Town Office
    - Drumheller Meeting with Encana and Toyota.
  - May 29 - Interview with Global TV re: Shooting
  - May 30 - Central Alberta Mayors
    - Presentation Old College 100<sup>th</sup> Anniversary
  - June 1 - Town Office
  - June 2 - HYC Awesome Auction
    - Art Walk
  - June 5 - Heart Haven Luncheon Seniors week
- (b) Councillor Bachman
- May 22 - FCSS
    - Family Counseling Barn Dance
  - May 25 - Alberta Hall of Fame Induction Banquet for Barb Clark
  - May 29 - Destination Stettler
  - June 1 - MPC Meeting
- (c) Councillor Campbell
- May 17 - Water Webinar
    - Red Deer River Municipal Users Group Meeting in Drumheller
  - June 1 - MPC
- (d) Councillor Fischer
- May 22 - FCSS
  - May 24 - Fred Milner re: Seniors Complex
  - May 25 - Alberta Hall of Fame Induction Banquet for Barb Clark
  - May 26 - Wm. E. Hay 2012 Graduation
  - May 28 - Lee Penner re: Seniors Complex
  - May 29 - Destination Stettler
  - May 31 - FCSS Office
  - June 1 - MPC Meeting
    - Campus Alberta Meeting
  - June 4 - Paragon Place Seniors Week
  - June 5 - Heart Haven Luncheon Senior's Week
    - Paragon BBQ Senior's Week
- (e) Councillor Simons
- May 25 - Community Gardens
  - May 26 - Wm. E. Hay 2012 Graduation
  - June 1 - Airport Board
  - June 5 - Heart Haven BBQ Seniors Week
- (f) Councillor Thorogood
- May 3 - Interview with Pinnacle
- (g) Councillor Wildeboer
- May 22 - 4-H beef sale
  - May 25 - Community Gardens
  - May 28 - Museum Board
  - June 2 - Museum Breakfast

8. **Minutes:** (a) IDP Meetings of March 9 & 16, 2012  
(b) Parkland Regional Library Board Meeting of May 17, 2012

**Motion 12:06:09**

Moved by Councillor Simons 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) Village of Consort – Invitation to Centennial Celebration – August 4<sup>th</sup>  
(b) Action on Smoking and Health – Outdoor Smoking Bans  
(c) Battle River Watershed Alliance – Notice of General Meeting – Notice of General Meeting June 14<sup>th</sup>  
(d) Red Deer River Watershed Alliance – Notice of General Meeting June 21<sup>st</sup>  
(e) Alberta Health Services – Update on Emergency Medical Services (EMS)  
(f) Member Notice – Federal Government Announces New Infrastructure Fund

**Motion 12:06:10**

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

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) Land Development Matter

**Motion 12:06:11**

Moved by Councillor Wildeboer 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 8:06 p.m.

**Motion 12:06:12**

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

MOTION CARRIED  
Unanimous at 8:12 p.m.

14. Adjournment:

**Motion 12:06:13**

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

MOTION CARRIED  
Unanimous at 8:16 p.m.

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Mayor

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Assistant CAO