

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MARCH 17, 2009 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peeples, D. Richards & L. Thorogood  
  
Town Manager R. Stoutenberg  
Assistant CAO G. Switenky  
  
Press (2)

**Absent:** None

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

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

**Motion 09:03:19** Moved by Councillor Peeples to approve the agenda as presented with the following additions:

- 12(a) Sports Park Fundraising
- 13(a) In-Camera Session re: Residential Property Enforcement

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held March 3, 2009

**Motion 09:03:20** Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on March 3, 2009 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the March 3, 2009 Minutes

None

- (c) Minutes of the Committee of the Whole Meeting of March 10, 2009

**Motion 09:03:21** Moved by Councillor Campbell that the Minutes of the Committee of the Whole Meeting held on March 10, 2009 be approved as presented.

MOTION CARRIED  
Unanimous

- (d) Business Arising from the March 10, 2009 Committee Minutes

None

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

5. **Delegations:** (a) 7:30 P.M. – John Bailey, Superintendent, Clearview Public School & Ken Checkel, Chairman re: Strategic Planning

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Municipal Sustainability Plan – Town Hall Meeting

Town Manager, R. Stoutenberg advised that the Municipal Sustainability Plan Meeting will be held at the Community Hall on March 18, 2009 from 7-9 p.m.

Discussion ensued respecting the roll of Council, administrative tasks, as well as the order of the agenda.

- (b) Request for Subdivision 2009-01

Mayor Hunter, Councillor Thorogood and Councillor Richards each declared a conflict of interest and by departing the meeting excused themselves from discussion and voting on this matter. It was noted that a quorum of four Council Members remained present.

Deputy Mayor Councillor Dennis assumed the chair.

Discussion ensued regarding the applicant's (most recent) written request for a six (6) month extension. It was mutually agreed that the applicant should meet with Town Planning Staff to address/mitigate long term planning concerns relating to his original application.

Town Manager R. Stoutenberg advised that the development will also have to be compliant with the negotiated provisions (currently In-Camera) for a new Inter-municipal Development Plan with the County of Stettler.

Applicant, Ron Greidanus entered the meeting.

R. Greidanus was allowed to provide a brief overview of his overall development intentions/desires and stated that he is prepared to work with Town planning staff to modify his originally submitted application so as to address the identified Town/County concerns. He stated that it is also his intention to primarily adhere to his originally submitted outline plan for the entire area.

R. Greidanus departed the meeting.

**Motion 09:03:22**

Moved by Councillor Peebles that the Town of Stettler Council table consideration of Subdivision 2009-01 to September 15, 2009 at the request of the applicant.

MOTION CARRIED

Unanimous with the abstention of  
Mayor Hunter and Councillors  
Thorogood & Richards

Mayor Hunter reassumed the chair.

(c) Policy IV-1(a) re: Tax Rebate

Assistant CAO G. Switenky explained that Policy IV-1(a) is to provide a standardized/automatic application process for the rebate of taxes on properties which have had improvements physically removed/demolished from the property. The policy has always included rebates for structural demolitions and for manufactured homes (on a rented lot) that have been moved out of a municipality during the year. At the request of Council (March 3<sup>rd</sup>, 2009), the policy has been updated to include a rebate for a retroactive deemed demolition relating to major damage caused by fire.

Assistant CAO, G. Switenky briefly reviewed the policy amendments relating to qualifying fire damage.

Discussion ensued regarding an exclusion for arson; specifically the determination of whether arson is suspect or proven as well as who is responsible. It was noted that this policy authorizes rebates for only part of the current year's levied taxes. Subsequent year taxes will be based on actual assessable values at December 31<sup>st</sup> taking into account any un-repaired fire damage.

It was also mutually agreed that the rebate amount requiring a Council approval should be increased (from \$100) for practical administrative purposes.

**Motion 09:03:23**

Moved by Councillor Richards that the Town of Stettler Council approve Policy IV-1(a), being the Tax Rebate Policy with a revision to clarify and limit the exclusion in Clause e. to read as follows: Fire damage that is the result of arson by an owner (as solely determined by the Fire Chief/RCMP) shall not be eligible for a tax rebate/refund/credit under this policy. And further approves an increase in the tax rebate amount requiring Town Council approval to greater than \$500.

MOTION CARRIED  
Unanimous

(d) Memo re: 2009 Gravel Tender

Town Manager, R. Stoutenberg advised that three bids were received for the 2009 Gravel Tender as follows:

Kisser Trucking	\$68,875.00
North Star Trucking	\$59,600.00
James Marshall Trucking	\$56,625.00

Administration recommends awarding the gravel supply contract to James Marshall Trucking at a low bid cost of \$56,625.00 (tax out).

Discussion ensued regarding the various per m<sup>3</sup> price differentials for individually specified materials.

**Motion 09:03:24**

Moved by Councillor Peebles that the Town of Stettler Council award the 2009 Gravel Tender to James Marshall Trucking at a cost of \$56,625.00 (tax out).

MOTION CARRIED  
Unanimous

(e) Committee Recommendation

1. EMS Agreement Between East Central Health (Alberta Health Services) & Stettler District Ambulance Association

Discussion ensued regarding the provision of annual rent and building maintenance to be paid by Alberta Health Services (approximately \$39,000 per year).

It was noted that the ambulance station is located on hospital (Crown) land and therefore it is not technically owned by participating municipalities or the Ambulance Association.

It was mutually agreed that Town Council supports the principle of sharing the annual rental revenue received between participating municipalities; given there was municipal dollars/equity put into the construction of the ambulance station.

**Motion 09:03:25**

Moved by Councillor Garbutt that the Town of Stettler Council supports and endorses the two year EMS Agreement between the East Central Health (Alberta Health Services) and the Stettler District Ambulance Association as substantively presented.

MOTION CARRIED  
Unanimous

(g) April Newsletter Items

- 2009 Trade Show – April 17-19
- Spring Cleanup 2009
- Relay for Life (June 12<sup>th</sup>)
- Seedlings for Pick-up

(h) Bank Reconciliation as of February 28, 2009

**Motion 09:03:26**

Moved by Councillor Thorogood that Bank Reconciliation as of February 28, 2009 be accepted as presented.

MOTION CARRIED  
Unanimous

(j) Accounts Payable in the amount of \$422,052.15

**Motion 09:03:27**

Moved by Councillor Campbell that Accounts Payable in the amounts of \$131,934.78 & \$290,117.37 for the period ending March 11, 2009 for a total amount of \$422,052.15 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

(f) Memo re: Regional Water Restrictions

Town Manager, R. Stoutenberg advised that a Regional Water System has unique challenges which require policies and regulations to ensure that the system operates effectively and is prepared for emergencies, periods of supply interruption, etc.

The Regional Water Technical Committee has discussed the need for a Water Restriction Policy to fairly govern the use and supply of water during periods of water shortage. The first rough draft of the policy is attached for Council's review.

The Town of Stettler and each regional municipality will be responsible for implementing the same policy and/or bylaw once finalized.

Round table discussion of the draft provisions ensued on a page by page basis. It was mutually agreed that both essential and non-essential uses need to be better defined for clarity within the various restriction stages.

Mayor Hunter temporarily suspended discussion of this item to welcome a delegation as included in the agenda.

5. **Delegations:** (a) 7:40 P.M. – John Bailey, Superintendent, Clearview Public School, Ken Checkel, Board Chairman & Patti Dittrick, Stettler Board Member re: Strategic Planning

J. Bailey, Superintendent, Clearview Public School, K. Checkel, Board Chairman and P. Dittrick, Stettler Board Member entered the meeting at 7:40 p.m.

Mayor Hunter welcomed delegation members to Council.

K. Checkel updated Council respecting some of the educational successes and provincial recognitions achieved to date.

He informed Council that the Clearview School Division will be undertaking a community based Strategic Planning process to assist the Board in setting direction and determining priorities for the future.

Roundtable discussion ensued regarding the purpose and value in updating their strategic plan, and the Board's desire to invite/include municipalities in the process.

Mayor Hunter thanked representative of the School Division for advising Council of their Strategic Planning initiative.

Delegation members departed the meeting at 7:55 p.m.

Mayor Hunter returned Council's attention to Agenda Item 6(f) Regional Water Restrictions.

6. **Administration Con't:** (f) Memo re: Regional Water Restrictions

Round table discussion continued regarding the proposed water use/restriction stages (1 to 4) and the implications/fairness of prohibiting non-essential uses at various stages.

The determination of essential and non-essential uses specific to commercial ventures will be a challenge.

It was also mutually agreed that violations/fines are too low as presented.

Town Manager R. Stoutenberg will relay Council's concerns back to the Regional Water Technical Committee.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Mar 10 - Committee of the Whole Meeting.
- Mar 12 - Physician Recruitment.
- Mar 13 - Town Office duties.
- Mar 14 - Kidsport dinner.
- Mar 15 - Judge for 4-H Speaking.
- Mar 16 - Relay for Life Kick-off (June 12, 2009)
- Mar 17 - Board of Trade Meeting.

(b) Councillor Campbell

- Mar 5 - Beautification Meeting re: Gertie Thieme Presentation.
- Mar 10 - Committee of the Whole Meeting.
- Mar 13 - Stettler Waste Management Meeting.

(c) Councillor Dennis

- Mar 5 - Beautification Meeting re: Gertie Thieme Presentation.
- Mar 10 - Committee of the Whole Meeting.
- Mar 13 - Ambulance garage to view new ambulance for possible purchase.
  - Stettler Waste Management Meeting.
- Mar 16 - Ambulance Board Meeting re: final review of EMS Agreement.
  - FCSS Board Meeting.

(d) Councillor Garbutt

- Mar 10 - Committee of the Whole Meeting.
- Mar 12 - Doctor Recruitment Meeting.
- Mar 16 - Municipal Planning Commission Meeting.
  - FCSS Board Meeting.

(e) Councillor Peebles

- Mar 5 - Beautification Meeting re: Presented Gertie Thieme with the Stettler Community Recognition Award.
- Mar 10 - Committee of the Whole Meeting.
- Mar 16 - Municipal Planning Commission Meeting.

(f) Councillor Richards

- No meetings to report.

(g) Councillor Thorogood

- Mar 4 - Hospital Foundation Board Meeting re: approval of capital purchases.
- Mar 5 - Beautification Meeting re: Gertie Thieme presentation.

- Mar 10 - Committee of the Whole Meeting.
- Mar 16 - Municipal Planning Commission Meeting.
- Mar 17 - DTHR Health Trust in Red Deer.

8. **Minutes:** (a) 18-Unit Apartment Site Meeting of March 4, 2009  
(b) Heartland Beautification Meeting of March 5, 2009

**Motion 09:03:28** Moved by Councillor Peeples that the Minutes, items 8(a) & 8(b) be accepted for information.

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) Bylaw 1983-09 re: Amend Garbage Bylaw 1706-94

Assistant CAO, G. Switenky reviewed the calculation supporting the determination of an initial \$4.00 monthly curbside recycling fee.

**Motion 09:03:29** Moved by Councillor Richards that the Town of Stettler Council give first reading to Bylaw 1983-09.

MOTION CARRIED  
Unanimous

**Motion 09:03:30** Moved by Councillor Dennis that the Town of Stettler Council give second reading to Bylaw 1983-09.

MOTION CARRIED  
Unanimous

**Motion 09:03:31** Moved by Councillor Thorogood that the Town of Stettler Council give permission for third and final reading to Bylaw 1983-09.

MOTION CARRIED  
Unanimous

**Motion 09:03:32** Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1983-09.

MOTION CARRIED  
Unanimous

It was also noted that the Town Recycling Policy requires Council to set a fee for the purchase of additional recycling containers (first one being free).

**Motion 09:03:33** Moved by Councillor Richards that the Town of Stettler Council set the fee for an additional recycling container in accordance with the Town's Recycling Policy to be \$10.00 per additional container.

MOTION CARRIED  
Unanimous

11. **Correspondence:** (a) Parkland Regional Library  
(b) AUMA re: Municipal Sustainability Initiative (MSI)  
(c) 2009 Seniors Symposium

- (d) FCM re: Bottled Water Use at Municipal Facilities
- (e) Municipal Government is Drawing New Attention
- (f) Alberta Municipal Affairs re: Municipal Sponsorship Program
- (g) AUMA re: Swing into Summer Golf Tournament
- (h) AUMA Small Communities Newsletter
- (i) Stettler District Ambulance Association – Letter of Thanks
- (j) Alberta Health Services – Recruitment Incentives For Health Care Providers

**Motion 09:03:34**

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

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) Sports Park Fundraising

Discussion ensued regarding additional amenities (over and above the items included in the original \$1 million budget estimate) that are desirable for a “Turn-key” Sports Park.

**Motion 09:03:35**

Moved by Councillor Garbutt that the Town of Stettler Council approves increasing the overall Capital Budget/Plan for the Sports Park to \$1,250,000. And further that Town Council will backstop any shortfall in the Fundraising Committee's efforts to raise an additional \$250,000 over and above the original \$250,000 anticipated.

MOTION CARRIED  
Unanimous

13. **In-Camera Session:**

- (a) Annexation MOU and Timetable

**Motion 09:03:36**

Moved by Councillor Richards that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager & Assistant CAO present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED  
Unanimous at 9:08 p.m.

**Motion 09:03:37**

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

MOTION CARRIED  
Unanimous at 9:48 p.m.



14. Adjournment:

**Motion 09:03:38**

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

MOTION CARRIED  
Unanimous at 9:43 p.m.

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Mayor

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Assistant CAO