

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, MARCH 3, 2009 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor J. Hunter  
  
Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peeples &  
L. Thorogood  
  
Town Manager R. Stoutenberg  
Assistant CAO G. Switenky  
  
Press (1)

**Absent:** Councillor D. Richards

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

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

**Motion 09:03:01** Moved by Councillor Peeples to approve the agenda as presented or with the following addition:

13(c) Land Development Update

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held February 17, 2009

**Motion 09:03:02** Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on February 17, 2009 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the February 17, 2009 Minutes

Discussion ensued briefly regarding optional surface treatments for the pending mid-block crossing at the north end of Main Street. It was advised that typical stamped concrete is very slippery in the winter.

Town Manager, R. Stoutenberg will look into this further with the Director of Operational Services, J. Keith.

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

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

6. **Administration:** (a) Request for Subdivision 2009-01

Town Manager, R. Stoutenberg circulated a letter from the applicant which requests an extension to the March 17, 2009 Council Meeting.

Mayor Hunter advised that Members of Council who would otherwise have to declare a conflict respecting discussion of this application are not considered to be in conflict respecting a simple procedural postponement.

**Motion 09:03:03**

Moved by Councillor Dennis that the Town of Stettler Council table consideration of Subdivision Request 2009-01 to March 17, 2009 at the request of the applicant.

MOTION CARRIED  
Unanimous

(b) Memo re: ½ Ton Truck Request for Proposal

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

Deputy Mayor Councillor Dennis assumed the chair.

Town Council reviewed the memorandum from Director of Operational Services, J. Keith. Three RFP's were received for the purchase of two basic ½ ton work trucks as follows:

* Swallow Ford Sales Ltd.	\$40,456.00
* Stettler Dodge Ltd.	\$39,836.00
* Stettler GM Ltd.	\$39,298.00

The 2009 Capital budget includes \$38,000 for the purchase of both trucks. Administration is also requesting a budget increase of \$5,500 for the addition of a box liners, tool boxes, headache racks, beacons and two-way radios.

It was clarified that the requested budget increase of \$5,500 will be enough to cover additions to both units.

Administration considers the basic truck specifications and standard features proposed in the low bid received from Stettler GM Ltd. to be acceptable and therefore recommends purchasing both units from Stettler GM Ltd.

**Motion 09:03:04**

Moved by Councillor Thorogood that the Town of Stettler Council approve the recommendation of Administration to purchase two basic ½ ton trucks from Stettler GM Ltd. at a cost of \$39,298.00 (tax out) and further to increase the 2009 Capital Budget by \$5,500 for the addition of a box liners, tool boxes, headache racks, beacons and two-way radios on both units.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Hunter

Mayor Hunter returned to the meeting and reassumed the chair.

(c) Memo re: Loader Request for Proposal

Town Manager, R. Stoutenberg reviewed the memorandum from Director of Operational Services, J. Keith. Six RFP's were received for the purchase of a new loader as follows:

* Caterpillar	\$220,696
* Volvo	\$219,375
* John Deere	\$198,750
* Case	\$182,593
* Komatsu	\$178,000
* JCB	\$154,500

Staff demonstrated the Case, Komatsu and JCB. The preference of Town operators was for the lower priced JCB loader with some relatively minor modifications as noted in the memorandum.

Public Works staff would also like to purchase a toothed bucket with grapple at an additional cost of \$17,730. The toothed bucket is more efficient for digging into compacted or frozen material and the grapple is required for working with compost or other loose materials.

The 2009 Capital Budget includes \$185,000 for this loader with 100% funding allocated under the MSI grant program.

Administration recommends purchasing a JCB loader from Bobcat of Red Deer with optional (valued) attachments.

Discussion ensued regarding the disposal of the old unit.

**Motion 09:03:05**

Moved by Councillor Peeples that the Town of Stettler Council approve the recommendation of Administration to purchase a 2009 JCB loader from Bobcat of Red Deer including a toothed bucket and grapple for a total price of \$174,135 (tax out).

MOTION CARRIED  
Unanimous

(d) Memo re: Alberta Land Use Framework

Town Manager, R. Stoutenberg reviewed the memorandum from Development Officer, W. Holowachuk.

In December 2008 the Government of Alberta released the Land Use Framework (LUF) planning document. The document is the result of a multi-year provincial process to implement a province wide planning system with the goal of creating a balance in competing economic, environmental and social demands.

The document establishes six strategies to improve land use decision making in Alberta. These regional land use plans aim to provide direction and context for local planning within the region and as such municipalities will be expected to comply with their respect regional plan.

By 2010 four of these regional plans are expected to be implemented including the Edmonton Capital Region Plan, Calgary Region Plan, Southern Alberta Regional Plan, and the Northeast Regional Plan. By 2012 the remaining regions are expected to have plans in place including the Red Deer Region.

The LUF goes on to state "Municipalities will be required to ensure their plans and decisions are consistent with regional plans. The Government of Alberta will respect the existing land use decision making authority of municipalities." In order to ensure that municipal plans dovetail the regional plan municipalities will be required to:

1. Prepare context statements outlining how their municipal development plans will align with and address provincial directions stated within the regional plan.
2. Amend municipal planning documents to adopt and align with regional planning directions.

Discussion ensued regarding underlying provincial planning objectives/conflicts possibly driving the establishment of this new Land Use Framework.

**Motion 09:03:06**

Moved by Councillor Thorogood that the Town of Stettler Council accept for information purposes the Administrative Memorandum respecting the pending Alberta Land Use Framework.

MOTION CARRIED  
Unanimous

(e) Memo re: Building Canada Fund – Communities Component

Town Manager, R. Stoutenberg reviewed the memorandum from Assistant CAO, G. Switenky. The Governments of Canada and Alberta recently announced a vital municipal and rural infrastructure investment of \$88 million each under the newly created Canada-Alberta Building Canada Fund – Communities Component (BCF-CC). Municipalities are required to provide \$88 million as well, thus a 1/3<sup>rd</sup> – 2/3<sup>rd</sup>s funding relationship.

It appears that in order to mitigate some of the challenges created by the current global economic meltdown, it is strategically important for the higher levels of governments to provide funding which will stimulate/accelerate municipal capital spending on worthwhile infrastructure projects.

BCF-CC is designed to respond (as quickly as possible) to municipal needs by helping make infrastructure improvements that: provide cleaner water, better sewage systems, upgrade solid waste management processes and safer municipal roads and bridges. Other funding categories include municipal green initiatives, cultural infrastructure, connectivity, and collaborative projects for infrastructure capacity building.

Only Alberta communities with a population of less than 100,000 are eligible to receive funding under the BCF-“CC” program. On-line applications must be submitted prior to the March 15, 2009 deadline. Projects costing in excess of \$9 million will be only eligible to receive a maximum of \$6 million in Federal/Provincial program funding, and grant stacking (from other provincial grant sources like MSI) is allowable to fund the 1/3<sup>rd</sup> municipal share.

BCF-CC utilizes a competitive selection process to ensure project proposals are treated fairly, according to a pre-established set of screening criteria? **Municipalities are also required to provide a copy of a “Local Government Resolution” supporting each project to demonstrate their commitment.**

Administration recommends that the Town of Stettler submit Grant applications to accelerate two (needed but relatively expensive) infrastructure projects that are included in future year Capital Forecasts (2011 or later):

- Red Willow Creek Culvert Upgrades estimated to cost at \$1,228,000
- Sewage Lagoon Upgrades estimated to cost \$2,100,000

The Building Canada Fund is an \$8.8 billion national funding commitment that is then broken down provincially. Additionally, the recently announced 2009 Federal Budget apparently committed another \$9 billion in infrastructure funding over and above this initial BCF commitment. Details on this new Federal spending program have yet to be agreed upon with the Provinces.

Discussion ensued regarding possible/alternative internal funding sources for the Town's share of these projects if both were to be approved under BCF-CC.

**Motion 09:03:07**

Moved by Councillor Campbell that the Town of Stettler Council approve the following recommendations as follows:

1. That the Town of Stettler Council supports the submission of an application under the Canada-Alberta Building Canada Fund – Communities Component to fund Red Willow Creek Culvert Upgrades estimated to cost \$1,228,000, and if the grant is approved Town Council agrees to commit 1/3<sup>rd</sup> of the cost of the project estimated at \$410,000.

- and -

2. That the Town of Stettler Council supports the submission of an application under the Canada-Alberta Building Canada Fund – Communities Component to fund Sewage Lagoon Upgrades estimated to cost \$2,100,000, and if the grant is approved Town Council agrees to commit 1/3<sup>rd</sup> of the cost of the project estimated at \$700,000.

MOTION CARRIED  
Unanimous

(f) Sustainability Plan – Public Input/Public Open House

Town Manager, R. Stoutenberg reviewed the proposed implementation strategy for the preparation of a Municipal Sustainability Plan for the Town of Stettler. Finalization of this plan is necessary to justify continuing grant funding under the New Deal for Cities and Communities (Federal Gas Tax) program.

Discussion ensued regarding the Communication Strategy, Key Messages, Key Audiences and Delivery Vehicles.

It was mutually agreed that the Town will plan to host a Town Hall style meeting on March 18, 2009 at the Community Hall respecting the gathering of public input into the preparation of a Municipal Sustainability Plan for the Town of Stettler.

**Motion 09:03:08**

Moved by Councillor Thorogood that the Town of Stettler Council accept the Communication Plan respecting the gathering of public input to support the preparation of a Municipal Sustainability Plan for the Town of Stettler.

MOTION CARRIED  
Unanimous

(g) Town Manager's Report

**Motion 09:03:09**

Moved by Councillor Garbutt that the Town Manager's Report for the month of February be accepted as presented.

MOTION CARRIED  
Unanimous

(h) Bank Reconciliation as of January 31, 2009

**Motion 09:03:10**

Moved by Councillor Peeples that Bank Reconciliation as of January 31, 2009 be accepted as presented.

MOTION CARRIED  
Unanimous

(i) Accounts Payable in the amount of \$985,021.53

**Motion 09:03:11**

Moved by Councillor Dennis that Accounts Payable in the amounts of \$115,969.42, \$335,696.13, \$489,511.69 & \$43,844.28 for a total amount of \$985,021.53 for the period ending February 25, 2009 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Feb 18 - Sports Park Donation re: ATB
- Feb 23 - Town Office duties.
- Mar 2 - Kidsport Proclamation.

(b) Councillor Campbell

- Mar 3 - Board of Trade Meeting re: Special Events Rodeo Meeting.

(c) Councillor Dennis

- Feb 26 - Parkland Regional Library Board Meeting in Lacombe.
- Mar 2 - Ambulance Board Meeting.

(d) Councillor Garbutt

- Feb 27 - Regional Fire Authority Meeting.

(e) Councillor Peeples

- No meetings to report.

(f) Councillor Richards

- No report – absent from meeting.

(g) Councillor Thorogood

- Mar 2 - Ambulance Board Meeting.  
- Stettler Hospital Foundation Meeting.

8. **Minutes:**

(a) Trail of the Buffalo Tourism Association Meeting of February 11, 2009

(b) 18 Unit Apartment Site Meeting of February 10, 2009

**Motion 09:03:12**

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) None

11. **Correspondence:**

(a) Letter re: Tax Roll #191920004

Assistant CAO, G. Switenky advised that on May 7, 2008 a fire destroyed a family home at 4717 – 48 Street.

The home was not demolished until January 2009. Currently the Town does not have a Tax Refund Policy for fire losses rather only for demolitions. The property owners have requested Council consider an equitable tax refund for part of the 2008 tax year under Section 347 of the MGA. It was noted that property taxes levied for the 2008 tax year have been paid in full by the owners.

Administration has calculated that an equitable tax refund under Section 347 of the *Municipal Government Act (MGA)* for the 2008 year (given the circumstances) would be \$506.26.

Town Manager R. Stoutenberg advised that should Council approve this request the Town's Tax Rebate Policy will need to be updated to allow for tax refunds relating to property damaged by fire and to which the complete demolition of the assessed improvement is warranted/justified.

**Motion 09:03:13**

Moved by Councillor Campbell that the Town of Stettler Council as per Section 347 of the MGA approves an equitable tax refund for part of the 2008 year in the amount of \$506.26 relating to property tax roll #191920004 (civic address: 4717 – 48 Street).

MOTION CARRIED  
Unanimous

(b) ACFA Annual General Meeting

Mayor Hunter advised that the Town has received the agenda for the Annual General Meeting of the Alberta Capital Finance Authority to be held on Thursday, March 19<sup>th</sup>, 2009 in Edmonton.

The Alberta Capital Finance Authority requires a resolution of Council appointing a person to represent and vote the Town's shares, if necessary.

It is customary practice to authorize Town Manager, R. Stoutenberg to attend the Annual General Meeting of the Alberta Capital Finance Authority. It was stated that the meeting usually includes a very topical, relevant and knowledgeable guest speaker. The luncheon also provides a worthwhile administrative networking opportunity.

**Motion 09:03:14**

Moved by Councillor Dennis that Town Manager, R. Stoutenberg, or designee, be appointed to represent and vote the shares of the Town of Stettler at the Annual General Meeting of the Alberta Capital Finance Authority to be held on March 19, 2009 in Edmonton.

MOTION CARRIED  
Unanimous

(c) Tower Troubles for Petitioners

(d) Wi-Fi Winnipeg? City Considers Providing Free or Low-Cost Internet

(e) When Can a Councillor Be Disqualified for Bias?

(f) County of Stettler re: Sports Park

(g) FCM Members Advisory – Earth Hour March 28, 2009

(h) AESO re: Open House in Support of Potential Transmission Development

(i) Stettler Public Library

(j) ATCO Electric

**Motion 09:03:15**

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

MOTION CARRIED  
Unanimous

Mayor Hunter temporarily recessed the meeting at 7:40 p.m.

Mayor Hunter reconvened the meeting at 7:45 p.m.

12. **Items Added:**

(a) None

13. **In-Camera Session:** (a) Memo re: Dreams Unlimited Stop Work Order  
(b) Letter re: Hospital Master Plan  
(c) Land Development Update

**Motion 09:03:16**

Moved by Councillor Thorogood 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 7:45 p.m.

**Motion 09:03:17**

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

MOTION CARRIED  
Unanimous at 8:12 p.m.

14. **Adjournment:**

**Motion 09:03:18**

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

MOTION CARRIED  
Unanimous at 8:12 p.m.

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Mayor

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Assistant CAO