

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 6, 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
Corporate Secretary C. Smith

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 12:03:01 Moved by Councillor Thorogood to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held February 21, 2012

Motion 12:03:02 Moved by Councillor Wildeboer that the Minutes of the Regular Meeting of Council held on February 21, 2012 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the February 21, 2012 Meeting Minutes

None

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

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

6. **Administration:** (a) Report re: Strategic Planning Item #1 – Indoor Sports Facility Thru Partnership

Councillor Simons explained that as the School Board had expressed an interest in this concept a motion was presented at the last School Board Meeting. Patty Dittrick, President of Clearview Public Schools will follow-up and let the Town know the next steps.

This item is to be discussed at the Joint Town/County Meeting to be held on Wednesday, March 28, 2012 at 3:00 p.m. at the Town Office.

(b) Demolition Tax Refunds

CAO R. Stoutenberg informed Council of the property that was demolished. This information is considered personal and should not be released under the *Freedom of Information and Protection of Privacy Act (FOIP)*.

Motion 12:03:03

Moved by Councillor Campbell that the Town of Stettler Council approve a pro-rated property tax refund for Tax Rolls #513001000 & #513005000 in the amounts of \$673.78 and \$763.57 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

(c) Memo re: 2012 Gravel Tender

CAO R. Stoutenberg explained that two bids had been received for the Town's 2012 Gravel tender as follows:

James Marshall Trucking Ltd.	\$48,350.00
Northstar Trucking Ltd.	\$49,789.00

Prices are tax out. Administration is recommending awarding the 2012 Gravel Tender to James Marshall Trucking Ltd.

Motion 12:03:04

Moved by Councillor Fischer that the Town of Stettler Council approve awarding the 2012 Gravel Tender to James Marshall Trucking Ltd. in the amount of \$48,350.00 (tax out).

MOTION CARRIED
Unanimous

(d) Memo re: Building & Demolition Permit Fee

CAO R. Stoutenberg explained that in 2009 the Town of Stettler sent out a Request for Proposals for Safety Code Inspections under the Town's Accreditation. He noted that the Town received proposals from 3 agencies. IJD Inspections Ltd. was the successful agency for the administration of Safety Code Inspections under the Safety Codes Act of Alberta for the Town of Stettler. IJD Inspections currently does all Building, Plumbing, Gas and Electric Inspections within the Town of Stettler and the contract is up for renewal March 13, 2012. The Town of Stettler's Administration has achieved an excellent working relationship with IJD Inspections over the past 3 years as well as a greater level of service being provided for safety codes inspections.

Administration is recommending that the Town of Stettler Council approves the renewal of IJD Inspections Ltd. Contract and to enter into another 3 year term with IJD Inspections Ltd.

After discussions with IJD Inspection regarding the Town's minimum permit fee of \$40.00 it was noted that the Town of Stettler's fee is low in comparison with other municipalities. Currently IJD receives 65% of the permit fees while the Town retains 35%.

Administration is recommending that the Town of Stettler Council amends Policy IV-1 as follows:

- a. An increase in the minimum building permit fee to \$70.00.

b. Amend "For Commercial and Industrial Construction the Town of Stettler will accept the tendered cost with professional involvement, rather than the calculated construction value. The construction value calculated by the FT² and M² rates is a minimum value."

c. Include "Fire Department Plans Review Fee Calculation Method as follows:

Plans review fee for Commercial, Industrial, Institutional and High Density Residential based on \$.50 per \$1000 of construction value to a maximum \$1,000,000 of construction value. The minimum fee shall not be less than \$50.00. Declaration of this fee is as per Fire Service Fees Policy XVII-1(a)."

d. Replace the Plumbing, Gas and Electric permit fee schedules with IJD Inspections revised schedules.

Motion 12:03:05

Moved by Councillor Bachman that the Town of Stettler Council approve Administration's recommendations to approve the renewal of IJD Inspections Ltd. Contract for another 3-year term and also amend Policy IV-1 as follows:

a. An increase in the minimum building permit fee to \$70.00.

b. Amend "For Commercial and Industrial Construction the Town of Stettler will accept the tendered cost with professional involvement, rather than the calculated construction value. The construction value calculated by the FT² and M² rates is a minimum value."

c. Include "Fire Department Plans Review Fee Calculation Method as follows:

Plans review fee for Commercial, Industrial, Institutional and High Density Residential based on \$.50 per \$1000 of construction value to a maximum \$1,000,000 of construction value. The minimum fee shall not be less than \$50.00. Declaration of this fee is as per Fire Service Fees Policy XVII-1(a)."

d. Replace the Plumbing, Gas and Electric permit fee schedules with IJD Inspections revised schedules.

MOTION CARRIED
Unanimous

(e) Reminder of March 7th, 2012 IDP Prep Meeting

Mayor Richards explained that an IDP Prep Meeting will be held on Wednesday, March 7th at 12:00 Noon at the Town Office. The IDP Meeting will be held on Friday, March 9th at the County Office.

(f) Discussion re: Joint Town/County Meeting – March 28, 2012 – 3 P.M. (Town Office)

- Possible Agenda Items
 - a. SRC Update
 - b. Library
 - c. Rural/Hwy Patrol Policing Enhancement
 - d. Agriculture Road Access (West to South)

- e. Physician Recruitment and Retention/Facility Updating
- f. HYC Funding
- g. Field House – Indoor Facility

- November 2, 2011 Minutes
- Pre-Meeting Date & Time

Council mutually agreed that a Pre-Meeting will be held on Wednesday, March 21st from 12:00 Noon – 2:00 p.m. at the Town Office to discuss and review the Joint Town/County agenda items. Administration to contact the County for their items for discussion.

(g) CAO Report

CAO R. Stoutenberg reviewed the CAO Report for the month of February.

Motion 12:03:06

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

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$525,888.75

Motion 12:03:07

Moved by Councillor Thorogood that Accounts Payable in the amounts of \$247,140.73 and \$278,748.02 for the period ending March 1, 2012 for a total amount of \$525,888.75 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Feb 24 - Town Office duties.
- Lunch with Councillors L. Thorogood, G. Jackson and CAO R. Stoutenberg.
- Toured hospitals in Drumheller and Stettler.
- Mar 1 - Teleconference with consultant re: AHS letter and response.
- Mar 2 - Town Office duties.
- Discussed RCMP staffing with concerned citizens.

(b) Councillor Bachman

- Feb 27 - Municipal Planning Commission Meeting.
- Family Counseling Program.

(c) Councillor Campbell

- Feb 26 - Board of Trade re: RCMP Sgt. D. Babchuk.
- Feb 27 - Municipal Planning Commission Meeting.
- Feb 28 - Rodeo Meeting.
- Feb 29 - Battle River Watershed Alliance Meeting in Forestburg.
- Mar 1 - Red Deer River Municipal Users Group Meetings.

(d) Councillor Fischer

- Feb 23 - Board of Trade Meeting.
- Feb 27 - Met with Theresa Tempest re: FCSS Update.
- Feb 29 - Battle River Watershed Alliance Meeting in Forestburg.

(e) Councillor Simons

- Feb 29 - Heartland Beautification Meeting.

(f) Councillor Thorogood

- Feb 24 - Toured hospitals in Drumheller and Stettler.
- Feb 27 - Municipal Planning Commission Meeting.
- Feb 29 - Stettler Health Services Foundation Meeting re: Equipment Review.

(g) Councillor Wildeboer

- Feb 27 - Municipal Planning Commission Meeting.
- Board of Trade Meeting.
- Feb 29 - Heartland Beautification Meeting.

8. Minutes:

(a) Special Stettler & District Ambulance Association Meeting of January 27, 2012

Motion 12:03:08

Moved by Councillor Simons that the Town of Stettler Council accept item 8(a) as presented.

MOTION CARRIED
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) Bylaw 2026-12 re: Flashing Red Lamps and Stop Arms on School Buses

CAO R. Stoutenberg explained that Bylaw 2026-12 is a bylaw of the Town of Stettler, in the Province of Alberta to prohibit the use of alternate flashing red lamps and stop arms on school buses in specific locations within the Town of Stettler.

Motion 12:03:09

Moved by Councillor Fischer that the Town of Stettler Council give first reading to Bylaw 2026-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:03:10

Moved by Councillor Thorogood that the Town of Stettler Council give second reading to Bylaw 2026-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:03:11

Moved by Councillor Bachman that the Town of Stettler Council give permission for third and final reading to Bylaw 2026-12 as presented.

MOTION CARRIED
Unanimous

Motion 12:03:12

Moved by Councillor Campbell that the Town of Stettler Council give third and final reading to Bylaw 2026-12 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**
- (a) Staples: A Giant Step to Improve Edmonton's Livability
 - (b) Heroes and Villains – Polarization as the Dominate Pattern
 - (c) Insight into Government
 - (d) Battle River Watershed Alliance
 - (e) Alberta Farm Safety Centre
 - (f) Letter re: Snow Clearing

It was mutually agreed that a letter will be drafted and sent to the resident explaining the amendment to the Sidewalk Policy and also a report on the resident's assessment/tax comparison.

- (g) City Wants Public to Weigh in on Garbage Pickup Proposals

Motion 12:03:13

Moved by Councillor Wildeboer 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) Lot Purchase Offer
 - (b) Safety/Communication Positions
 - (c) Alberta Health Services Facility Response/Hospital Tour Notes & Pictures/Draft Response Letter

Motion 12:03:14

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

MOTION CARRIED
Unanimous at 7:15 p.m.

Motion 12:03:15

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

MOTION CARRIED
Unanimous at 7:55 p.m.

Motion 12:03:16

Moved by Councillor Campbell that the Town of Stettler Council accept the offer of \$200,000 for Lots 2 & 3, Block 4, Plan 022 7539 as presented.

MOTION CARRIED
Unanimous

14. Adjournment:

Motion 12:03:17

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

MOTION CARRIED
Unanimous at 7:57 p.m.

Mayor

Assistant CAO