

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MAY 6, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor J. Hunter

Councillors A. Campbell, D. Dennis, D. Garbutt, R. Peebles,
D. Richards & L. Thorogood

Director of Finance & Administration G. Switenky
Administrative Assistant S. Mayer

Press (2)

Absent:

Town Manager R. Stoutenberg

Call to Order:

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

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

Motion 08:05:01

Moved by Councillor Richards to approve the agenda with the following addition(s):

- 12(a) Request for Decision
Re: Proposed Rezoning of Block X, Plan 1368AT

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held April 15, 2008

Motion 08:05:02

Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on April 15, 2008 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the April 21, 2008 Minutes

None

4. **Citizen's Forum:**

- (a) No one was present at the Citizen's Forum

5. **Delegations:**

- (a) 7:15 P.M. – Sgt. Rowland Schmidt re: 2007 RCMP Report; March 28, 2008 Letter from RCMP Deputy Commissioner R.R. Knecht regarding funding for new positions; April 15, 2008 Letter from Sgt. Rowland Schmidt requesting new officers in 2009/10

This item was dealt with later in the meeting.

6. **Administration:**

- (a) Financial Statements for the Year Ended December 31, 2007

Director of Finance and Administration, G. Switenky presented and reviewed the financial results included in the Town's 2007 Consolidated Financial Statements and 2007 Municipal Financial Information Return.

In addition, the following documents were presented for Council's review: the Auditors' Reports (2), a Statement of Independence by the Auditor, a Management Letter to Council, and a Statement of audit aspects believed to be of interest to Council.

The Auditors' Report(s) states that in the Auditors' opinion the Financial Statements present fairly, in all material respects, the Town's financial position and financial results in accordance with Canadian Generally Accepted Accounting Principles (GAAP) for municipal governments.

Cash and debt levels, as well as changes in reserve balances were highlighted for Council's information.

It was explained that the Town's operating and capital budgets are not prepared in accordance with GAAP rather they are prepared and presented separate from each other and follow a modified cash method. For budget purposes a modified cash method, including reserve/fund transfers, is used because the underlying purpose of municipal budgeting is to calculate and impose taxes on property rather than to report "Consolidated" organizational results. However, budget figures are required to be included on the audited consolidated statements for comparative purposes.

Motion 08:05:03

Moved by Councillor Thorogood that the Town of Stettler Council accept the 2007 Consolidated Financial Statements and the Municipal Financial Information Return for the Year Ended December 31, 2007 as presented, including correspondence from the Auditor as follows:

1. A statement communicating the independence of the Auditor.
2. A statement of audit aspects believed to be of interest to Council.
3. A Management Letter dated February 28, 2008.
4. The Auditors' Report on the 2007 Consolidated Financial Statements, dated February 28, 2008.
5. The Auditors' Report on the 2007 Municipal Financial Information Return dated February 28, 2008.

MOTION CARRIED
Unanimous

(b) Stettler District FCSS Financial Statements

Town Council reviewed the Stettler & District Family & Community Support Services Financial Statements for the year ended December 31, 2007.

Motion 08:05:04

Moved by Councillor Peeples that the Town of Stettler Council accept the Stettler & District Family & Community Support Services Financial Statements for the year ended December 31, 2007 as presented.

MOTION CARRIED
Unanimous

(c) Memo re: Strategic Update – Major Events

Director of Finance and Administration G. Switenky explained that the public has expressed a desire to have a major event in Stettler through various avenues and Council identified this matter as a priority during the 2008 Strategic Meeting.

Administration conducted an informal poll on the Town's website to see what events the public would like to see in Stettler. The results from January 22nd to April 10th are listed below in order of popularity.

1. Rodeo
2. Cultural Festival
3. Music Festival Food Festival
4. Motor sports Event
5. Children's Festival
6. Sports Tournament
7. Agricultural Fair
8. Arts and/or Crafts Fair

It should be noted that many of the above categories can be combined into one larger event.

Members of Council commented that they were very pleased with the results achieved to date.

Motion 08:05:05

Moved by Councillor Campbell that the Town of Stettler Council direct Administration to forward current and ongoing results from the Town's web site poll Re: Major Event's to the Board of Trade to utilize in future event planning.

MOTION CARRIED
Unanimous

(d) Request For Certificate Endorsement

Director of Finance & Administration G. Switenky reviewed the Memorandum from W. Holowachuk, Development Officer which outlines the relevant provisions of the *Municipal Government Act* and the *Condominium Property Act* respecting Council's authority and responsibility to provide a certificate (approving the proposed division of the building) if it is satisfied that all previously issued development permit conditions and relevant Town planning bylaws have been complied with.

Legislation dictates that there is no further Council consideration required because the surface boundaries of the parcel of land on which the buildings are located will not change rather only the form of internal ownership will change.

It was stated that some of these units may/will still be available for rental depending on the Condo's bylaws.

Round table discussion was held. Some concerns were expressed regarding the amount of traffic in the alley due to the fact that some of the units do not have access from 40 Avenue. It was suggested that perhaps the alley should be paved.

It was questioned whether approval should be delayed to ensure that water servicing/meter installations are performed by the applicant. It was noted that the letter of security from the owner (Alberta Maid Services) would address the water servicing conditions.

Motion 08:05:06

Moved by Councilor Richards that the Request for Certificate Endorsement to allow Alberta Maid Services to divide the existing 47 unit townhouse complex into condominium units on Lots 23A, 23B, 23C, 23D, Block 10, Plan 7921640 be approved as per the tentative plan for the following reasons:

1. That the application is consistent with the *Condominium Property Act*.
2. The application is consistent with the Town of Stettler's Land Use Bylaw.

Further, in accordance with Section 10(1)(b)(ii) of the *Condominium Property Act*, the application is approved and the applicant shall receive a certificate of the municipal authority stating that the proposed division of the building, as illustrated in the plan, will be approved by the municipal authority subject to the applicant providing the Town the following:

1. A letter of security for the full amount of the tendered construction costs for all water servicing upgrades agreed upon by the applicant and the Town of Stettler.

MOTION CARRIED
Unanimous

7. **Delegations:**

- (a) 7:15 P.M. – Sgt. Rowland Schmidt re: 2007 RCMP Report; March 28, 2008 Letter from RCMP Deputy Commissioner R.R. Knecht regarding funding for new positions; April 15, 2008 Letter from Sgt. Rowland Schmidt requesting new officers in 2009/10

Sgt. R. Schmidt entered the meeting at 7:20 p.m.

Mayor Hunter welcomed RCMP Detachment Commander Sgt. R. Schmidt to Council.

Sgt. R. Schmidt presented the 2007 Annual Report for the Stettler Detachment. Questions and discussion ensued regarding various statistical information in the report.

Sgt. R. Schmidt provided an update of current operations and staffing at the detachment. He noted that of significant interest for the Town were the 35% increase in total calls for service and the 48% workload increase in total criminal, drug & federal investigations in 2007 compared to 2006.

Sgt R. Schmidt requested areas of concern that Council would like to have the RCMP members concentrate on in 2008. Council Members identified that reducing property/theft should continue to be a priority. It was suggested that utilizing Officer walking and/or bike patrols and reinstating a Citizens' on Patrol Program may help.

Referring to his Letter of April 15, 2008 (included in the agenda package) Sgt. R. Schmidt recommended the addition of 2 full time positions for the year 2009/2010. This would be a request for new resources "in principle" only. It is used for planning purposes and the Town of Stettler is under no obligation to call up the positions. The positions are not created until the Town chooses to do so and actually does call them up at a later date.

Discussion ensued regarding the Solicitor General and Public Security Minister's recent announcement that 100 new police officers in the Province of Alberta will be funded in each of the next three years.

Discussion continued regarding 70% local funding required for each urban RCMP officer (\$85,000) as opposed to \$0 for a rural/traffic Officer. It was highlighted that the Stettler Detachment is currently home to 7 urban, 2 rural and 3 traffic positions and that the ratio of urban Officers to rural/traffic Officers is important note; the rural member compliment needs to be enhanced to make the Stettler Detachment funded on a more equitable and fair basis (both operationally and for future building capital).

Sgt. R. Schmidt stated that in comparing staffing levels at other similar sized Alberta detachments, Stettler is short approximately 3 full time rural positions. The Stettler Detachment works on a combined coverage basis with all Officers covering both the urban and rural areas, therefore it is not only important that there are enough Officers in Stettler but that the number of Officers being funded by the Town is appropriate.

Motion 08:05:07

Moved by Councilor Garbutt that the Town of Stettler approve "in principle" the addition of two (2) Full Time RCMP members for the Town of Stettler; one in the RCMP fiscal year 2009/10 and one in RCMP fiscal year 2010/11.

MOTION CARRIED
Unanimous

Mayor Hunter thanked RCMP Detachment Commander, Sgt. R. Schmidt for his informative presentation.

Sgt. R. Schmidt departed the meeting at 8:20 p.m.

8. **Administration Con't: (e)**

Request for Decision & Bylaw 1968-08 re: Amend Land Use Bylaw 1797-98

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

Deputy Mayor Councillor Thorogood assumed the chair. Director of Finance & Administration G. Switenky advised that the applicant (RM & RTC Partnership) is proposing to rezone Lot Remainder of Parcel A, Plan 6166HW located at 4019 – 50 Street property from "UR" Urban Reserve to "C2" Highway Commercial.

Director of Finance & Administration G. Switenky noted that the property has recently changed ownership and that the new owners will be operating a trucking service. This use was approved by the Stettler Municipal Planning Commission on April 22, 2008. He reminded members of Council that they had denied, in September 2007, the previous owner's request to rezone the property from Urban Reserve to Residential because the long term intended use of the property is for Highway Commercial purposes.

The new proposal is in accordance with the Town of Stettler's Municipal Development Plan, Inter Municipal Development Plan, and the South East Area Structure Plan.

Motion 08:05:08

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 1968-08.

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

Mayor Hunter returned to the meeting.

(f) Town Manager's Report

Motion 08:05:09

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

MOTION CARRIED
Unanimous

(g) Bank Reconciliation as of March 31, 2008

Motion 08:05:10

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

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$542,673.94

Motion 08:05:11

Moved by Councillor Campbell that Accounts Payable for the period ending April 30, 2008 in the amount of \$542,673.94 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

9. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Apr 16 - Annexation Meeting.
- Apr 18 - Town Office duties.
- Apr 24 - Joint Building Meeting.
- Apr 25 - Town Office duties.
- Apr 25 - Luncheon with Reeve Carey.
- Apr 28 - Interview with CHCA News re: Regional Water.
- Apr 29 - Farewell luncheon for Alan Willis.
- Apr 29 - Municipal Development Plan Review.
- Apr 29 - Challenge Day Presentation at the school.
- May 1 - Review of new Land Use Bylaw.
- May 2 - Town Office duties.

(b) Councillor Campbell

- Apr 16 - Annexation Meeting.
- Apr 17 - Library Board Meeting.
- Apr 17 - Open House re: 51 Street sidewalks.
- Apr 22 - Municipal Planning Commission Review.
- Apr 29 - Farewell luncheon for Alan Willis.
- Apr 29 - Municipal Development Plan Review.
- May 1 - Review of new Land Use Bylaw.

(c) Councillor Dennis

- Apr 29 - Municipal Development Plan Review.
- May 1 - Review of new Land Use Bylaw.

(d) Councillor Garbutt

- Apr 18 - Community Advisory Committee Meeting.
- Apr 25 - Brought Greetings from the Town at the Stettler Lightning Awards Night.
- Apr 29 - Municipal Development Plan Review.
- May 1 - Beautification Committee Meeting.
- May 1 - Review of new Land Use Bylaw.

(e) Councillor Peeples

- Apr 17 - Open House re: 51 Street sidewalks.
- Apr 22 - Municipal Planning Commission Meeting.
- Apr 28 - Museum Meeting.
- Apr 29 - Municipal Development Plan Review.
- May 1 - Review of new Land Use Bylaw.

(f) Councillor Richards

- Apr 16 - Annexation Meeting.
- Apr 17 - Open House re: 51 Street sidewalks.
- Apr 21 - Ambulance Board Meeting.
- Apr 22 - Municipal Planning Commission Meeting.
- Apr 24 - Joint Building Meeting.
- Apr 29 - Municipal Development Plan Review.

(g) Councillor Thorogood

- Apr 17 - Board of Trade Meeting.
- Apr 22 - Municipal Planning Commission Meeting.
- May 1 - Review of new Land Use Bylaw.

10. **Minutes:**

(a) Stettler District Ambulance Association Meeting of January 28, 2008

(b) Municipal Planning Commission Meeting of April 22, 2008

Motion 08:05:12

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

MOTION CARRIED
Unanimous

11. **Public Hearing:**

(a) None

12. **Bylaws:**

(a) 1968-08 re: Amend Land Use Bylaw 1797-98

This item was dealt with earlier in the meeting under 6(f).

13 **Correspondence:**

(a) Alberta Tourism, Parks and Recreation re: 2008 Energize Workshop

(b) Council Ok's Southwest Recreation Centre

(c) AUMA Questions Regarding Budget 2008

(d) Peace River Gazette – Residents Given Time to Read Water Bylaw

(e) New Recreation Centre in St. Albert Boosting Taxes

(f) St. Albert Gazette – Town Council to Cave on Water Rates

(g) Parkland Regional Library – Annual Report

(h) FCM Members' Advisory

(i) RDRMUG Newsletter

Motion 08:05:13

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

MOTION CARRIED
Unanimous

14. **Items Added:** (a) Request for Decision & Bylaw 1969-08 re: Amend Land Use Bylaw 1797-98

Director of Finance & Administration G. Switenky advised that the applicant (Doug, Mavis, Ron & Betty Smith) are proposing to rezone the property from "R4" Small Holdings Residential to "R2" General Residential on Block X, Plan 1368AT located at 5212 – 57 Street. The applicant(s) have requested rezoning to accommodate the construction of a duplex. He noted that the Request for Decision goes into extensive detail about the proposed development; however at this time the matter is before Council for rezoning purposes only.

Motion 08:05:14

Moved by Councillor Campbell that the Town of Stettler Council give first reading to Bylaw 1969-08.

MOTION CARRIED
Unanimous

15. **In-Camera Session:** (a) Unightly Property Follow-up – Bylaw Enforcement

Motion 08:05:15

Moved by Councillor Peebles that the Town of Stettler Council proceed into an In-Camera Session with the Director of Finance & Administration present to discuss the item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 8:45 p.m.

Motion 08:05:16

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

MOTION CARRIED
Unanimous at 9:25 p.m.

16. **Adjournment:**

Motion 08:05:17

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

MOTION CARRIED
Unanimous at 9:25 p.m.

Mayor

Director of Finance & Administration