

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, NOVEMBER 1, 2011 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  
Assistant CAO G. Switenky

Press (1)

**Absent:** None

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

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

**Motion 11:11:01** 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 October 18, 2011

**Motion 11:11:02** Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on October 18, 2011 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the October 18, 2011 Meeting Minutes

None

(c) Minutes of the Organizational Meeting held October 18, 2011

**Motion 11:11:03** Moved by Councillor Wildeboer that the Minutes of the Organizational Meeting held on October 18, 2011 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the October 18, 2011 Organizational Meeting Minutes

None

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

5. **Delegations:** (a) 7:15 P.M. – Sgt. Duncan Babchuck, Stettler RCMP Detachment

This item was dealt with later in the meeting.

- (b) 7:30 P.M. – County of Stettler re: Prairie Bio Gas – Reeve Wayne Nixon, Councillor Greg Jackson & CAO Tim Fox

This item was dealt with later in the meeting.

6. **Administration:**

- (a) Memo re: 2011 Christmas Staff Bonus

CAO R. Stoutenberg explained that over the past few years Council has considered an annual Christmas/Recognition/Retention bonus for all Town Staff as follows:

2007	-	\$250 in local Heart of Alberta Dollars
2008	-	\$200 in local Heart of Alberta Dollars
2009	-	\$250 in local Heart of Alberta Dollars
2010	-	\$250 in local Heart of Alberta Dollars

In 2011 the national and provincial economies were cautiously improving whilst the world economy remained volatile with stock markets increasing with optimism till the summer and then declining with fear into the fall. Regardless the Alberta economy has continued to out-perform other provinces given good pricing in the grain and livestock markets, as well as improving optimism in the oil & gas sectors. Housing starts have remained low in Stettler however commercial/industrial development underway in 2011 or in the planning stage for 2012 is very promising.

Council Members reviewed the list of organizational accomplishments in 2011.

Roundtable discussion ensued respecting the mutual determination of an acceptable amount for an employee recognition bonus in 2011.

**Motion 11:11:04**

Moved by Councillor Thorogood that the Town of Stettler Council recognize the efforts of its entire team of valued employees as a whole through the award of a modest Christmas Bonus in the amount of \$300.00 per full time employee (prorated for part time employees) as an appreciation for their continued effort, commitment and loyalty, as well as appreciation for the overall level of organizational accomplishment and dedication in 2011.

MOTION CARRIED (4-3)

Opposed: Councillors Campbell, Simons & Wildeboer

It was noted that all opposing Members of Council were in favor of a \$250 bonus.

- (b) Memo re: SRC and Lion's Campground Wi-Fi

CAO R. Stoutenberg advised that Administration requests an extension of this item to a following Council Meeting as additional information is necessary.

**Motion 11:11:05**

Moved by Councillor Fischer that the Town of Stettler Council defer the SRC and Lion's Campground Wi-Fi project to a subsequent Council Meeting at the discretion of the CAO to allow for the compilation of additional information.

MOTION CARRIED

Unanimous

- (c) Proposed Joint Town & School Board Meeting Date/Time  
- December 12 at 1:00 pm  
- December 15 at 6:00 pm

Discussion ensued respecting the alternative meeting dates and individual Council Member availability.

Mayor Richards concluded that December 12, 2011 at 1:00 p.m. would be the preferred date for this meeting.

- (d) Memo re: 2012-2014 Three Year Interim Operating Budget

CAO R. Stoutenberg explained that originally Administration felt confident that the 2012 – 2014 Three Year Interim Operating Budget could be brought forward to a Committee of the Whole workshop planned for Tuesday, November 8<sup>th</sup>, 2011.

To enable Administration to finalize the compilation of a large amount of necessary information and to (more) properly review key assumptions it would be prudent to postpone the budget workshop to a later date. This small amount of extra time will result in a more accurate and confident picture being presented for Council's consideration.

Given there are five Tuesdays in the Month of November, it is recommended that the Committee of the Whole Operating Budget Workshop be moved by three weeks from Tuesday, November 8<sup>th</sup>, to Tuesday, November 29<sup>th</sup>. This will still allow the final 2012 Interim Operating Budget to be approved, as originally planned by Council on Tuesday, December 6<sup>th</sup>.

**Motion 11:11:06**

Moved by Councillor Campbell that the Town of Stettler Council approve the cancellation of regular Committee of the Whole Meeting on Tuesday, November 8<sup>th</sup>, 2011 and reschedule the November Committee of the Whole Meeting to Tuesday, November 29<sup>th</sup> at 3:30 pm in order to accommodate Administrative delays in the compilation of the 2012 – 2014 Three Year Interim Operating Budget process.

MOTION CARRIED  
Unanimous

- (e) Review of Town & County Joint Meeting Items  
- Direction of SRC Upgrade/Renovation  
- Stettler Library  
- Rural/Hwy Patrol Policing Enhancement  
- Agriculture Road Access around Stettler especially on the west to south  
- Physician Recruitment and Retention  
\*Future Physician Office  
\*Dollars for Enticing New Prospects

CAO R. Stoutenberg highlighted the various agenda items for discussion at the Town & County Joint meeting to be held on Wednesday, November 2, 2011 at 3:00 pm in the County Office.

It was mutually agreed that available Council Members will meet in the Town Office at 2:00 p.m. prior to the meeting.

(f) Memo re: Request for Servicing Through a Local Improvement

CAO R. Stoutenberg explained that a valid local improvement petition was received from the legal land owners of the proposed subdivided parcel located at 4019 – 50 Street on October 25, 2011.

The request is to service the proposed subdivision of one existing and two new parcels through a local improvement instead of the developer installing the services.

These parcels will be connected to the Town's water and sanitary sewer systems. An existing 150mm sanitary main exists to the property line. A 250mm water main will be extended from the Town's system to the property as shown on the attached map. This alignment will also open future connections to the south and west. To service the future commercial site, a 10m easement will be required to bring water and sanitary mains through the two residential lots to the commercial lot.

Detailed Engineering design, tender and construction services will be required to complete this work and are included in the cost estimate.

The details of the local improvement plan and map were presented.

It was noted that the petition was signed by 100% of the affected property owners.

**Motion 11:11:07**

Moved by Councillor Thorogood that the Town of Stettler Council approves the Water & Sanitary Sewer Local Improvement Plan for 4019-50 Street and requests Administration to send notices in accordance with the *Municipal Government Act* to affected property owners.

MOTION CARRIED  
Unanimous

(g) CAO Report

CAO R. Stoutenberg highlighted items included in his monthly report as presented.

**Motion 11:11:08**

Moved by Councillor Campbell that the Town of Stettler Council accept the CAO Report for the month of October as presented.

MOTION CARRIED  
Unanimous

(h) Accounts Payable in the amount of \$997,306.74

**Motion 11:11:09**

Moved by Councillor Fischer that Accounts Payable in the amounts of \$397,752.92 & \$599,553.82 for the period ending October 28, 2011 for a total amount of \$997,306.74 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

5. Delegations:

(a) 7:15 P.M. – Sgt. Duncan Babchuck, Stettler RCMP Detachment

Sgt. Duncan Babchuck, Stettler RCMP Detachment entered the meeting at 7:30 p.m.

Mayor Richards welcomed Sgt. D. Babchuck to the meeting and the community and initiated formal introductions of Members of Council.

Sgt. D. Babchuck provided Members of Council with a history of his 25 years of RCMP Service, as well as his life before joining the RCMP.

His previous posting (with the RCMP) was a senior position with the Sylvan Lake detachment, and he was there for the past seven years.

Discussion ensued regarding the current compliment of members at the detachment as well as urban/rural funding split (7 Town, 2 Rural, 1 CRO and 1 surplus to establishment). It was noted that there are also a few highway patrol Members stationed in Stettler as well as a regional traffic specialist who is also a Member.

Discussion continued respecting the RCMP's renewed enforcement of Town bylaws with respect to highways/roads.

Sgt. D. Babchuck distributed copies of a new program entitled "Operation Ten-4" being a traffic strategy promoting better communication and collaboration between concerned citizens and Municipal Enforcement.

Discussion continued respecting ongoing communication with Council.

Mayor Richards thanked Sgt. D. Babchuck for attending the Council Meeting and for his informative presentation.

Sgt. D. Babchuck and Councillor Campbell departed the meeting at approximately 7:42 p.m.

Mayor Richards temporarily recessed the meeting at 7:42 p.m.

Mayor Richards reconvened the meeting at 7:47 p.m.

(b) 7:30 P.M. – County of Stettler re: Prairie Bio Gas – Reeve Wayne Nixon, Councillor Greg Jackson & CAO Tim Fox

County of Stettler delegation members, Reeve Wayne Nixon, Councillor Greg Jackson & CAO Tim Fox entered the meeting at 7:47 p.m.

Mayor Richards welcomed Reeve W. Nixon, Councillor G. Jackson and CAO T. Fox to the meeting.

County of Stettler CAO, T. Fox provided a broad overview of the County of Stettler's plans to engage Prairie Bio Gas to implement new technology for processing some or most of the solid waste at the existing landfill site. The expectation is to transform waste to energy for resale/reuse.

This will require the County to legally access desired lands at the existing Landfill through either a purchase or a leased agreement with/from the member municipalities partnering in the Solid Waste Management Authority.

He noted that two buildings will need to be constructed (by the County) as well as 3-phase power (Atco) being installed to support the project/output.

Discussion ensued respecting the sighting of the proposed structures at the existing landfill. It was mutually agreed by Members of Council that the Town supports this location as the preferred location for a project of this nature. It was noted that originally it was planned that this facility be located nearer to the Town at the Town's transfer site.

Discussion briefly continued regarding the suitability of these structures for alternative use by the Solid Waste Management Authority should this private technology fail or become economically too expensive to operate. If proven successful this technology could be reproduced at other locations outside Stettler.

It was acknowledged that provisions of the *Municipal Government Act* must be followed, and both Alberta Environment & Alberta Energy and Utilities Board approvals/acceptance must be achieved.

Mayor Richards wished the County of Stettler every success with their innovative endeavor.

**Motion 11:11:10**

Moved by Councillor Fischer that the Town of Stettler support in principle the creation of an appropriate Lease Agreement, yet to be finalized, between the County of Stettler and the individual municipal partners associated with the Solid Waste Management Authority. And that this Lease will be for lands and access, as presented, upon the existing landfill site. And further it is acknowledged that this Lease is for the purpose of the County of Stettler entering into another agreement with Prairie Bio Gas to operate an approved waste to energy facility upon the said lands.

MOTION CARRIED  
Unanimous

Mayor Richards thanked delegation members for their informative presentation.

Delegation members departed the meeting at 8:05 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Oct 21 - Town Office duties.
- Meeting with CAO & Sgt. D. Babchuck.
- Gerald Howe Retirement luncheon.
- Oct 25 - Cpl. T. Best Retirement luncheon with Reeve & County CAO, Town CAO and Sgt. Babchuck.
- Oct 28 - Q14 Challenge for Cancer.
- Town Office duties.
- Nov 1 - Wildrose Party Meet & Greet at the Legion.

(b) Councillor Bachman

- Oct 20 - MPC Meeting.
- Library Meeting.
- Oct 24 - Library (Personal) Meeting.
- Oct 27 - Business & Citizen of the Year Event.

(c) Councillor Campbell

- Oct 5 - Shaw TV Meeting.
- Oct 6 - Canadian Badlands Meeting.
- Oct 11 - Committee of the Whole Meeting.
- Oct 12 - IDP Meeting with the County.
- Oct 20 - MPC Meeting.
- Oct 21 - Gerald Howe Retirement luncheon.
- Oct 27 - Business & Citizen of the Year Event.

(d) Councillor Fischer

- Oct 14 - Campus Alberta Meeting update.
- Oct 20 - MPC Meeting.
- Oct 21 - Gerald Howe Retirement luncheon.
- Oct 27 - Business & Citizen of the Year Event.
- Nov 1 - Wildrose Party Meet & Greet at the Legion.

(e) Councillor Simons

- Oct 28 - Central AB Senior Citizens Housing Association Zone Annual General Meeting.
- Nov 1 - Wildrose Party Meet & Greet at the Legion.

(f) Councillor Thorogood

- Oct 6 - Stettler District Ambulance Association Meeting.
- Nov 1 - Health Services Association of Alberta (HSAA) Negotiations.

(g) Councillor Wildeboer

- Oct 20 - MPC Meeting.
- Oct 27 - Business & Citizen of the Year Event.

8. Minutes:

(a) Parkland Regional Library Meeting of September 8, 2011

(b) Board of Trade Meeting of September 13, 2011

(c) Heartland Beautification Meeting of October 6, 2011

**Motion 11:11:11**

Moved by Councillor Fischer that the Town of Stettler Council accept the minutes, items 8(a) to 8(c) inclusive as presented.

MOTION CARRIED  
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) None

11. **Correspondence:** (a) Summary Report of Recycling Council of Alberta – Malcolm Fischer  
(b) Slave Lake Mayor Worried that Five of Town's 13 Doctors are Leaving

**Motion 11:11:12**

Moved by Councillor Simons that correspondence items 11(a) & 11(b) be accepted for information.

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) There was no In-Camera Session at this Meeting
14. **Adjournment:**

**Motion 11:11:13**

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

MOTION CARRIED  
Unanimous at 8:18 p.m.

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Mayor

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Assistant CAO