

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, NOVEMBER 15, 2005 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors A. Campbell, G. Majeran, R. Peeples,
D. Richards & L. Thorogood

Town Manager R. Stoutenberg
Director of Finance & Administration G. Switenky

Press (2)

Absent: Councillor S. Hurley

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

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

Motion 05:11:15 Moved by Councillor Richards to approve the agenda as presented with the following addition:

12(a) Invitation to meet with MLA

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held November 1, 2005

Motion 05:11:16 Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on November 1, 2005 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 1, 2005 Minutes

None

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

5. **Delegations:** (a) 8:00 – 9:30 P.M. – Parkland Planning Services – Craig Teal, Director re: Meadowlands Concept Plan

This item was dealt with later in the meeting.

6. **Administration:** (a) Memo re: Stettler P & H Elevator Preservation Society

Director of Finance & Administration, G. Switenky noted that the newly formed Stettler P&H Elevator Preservation Society is requesting a property tax exemption under Section 362(1)(n) of the *Municipal Government Act* for the restoration and preservation of the elevator located next to Alberta Prairie Steam Tours. Don Sheridan can include this tax exemption for 2006 in accordance with the *Community Organization Property Tax Exemption Regulation (COPTER)*.

Relevant sections of legislation are as follows:

COPTER Section 6 requires the non-profit organization to be an incorporated Society.

COPTER Section 15(c) exempts a facility used for the arts or a museum. The definition of "Museum" means a facility that is established for the purpose of conserving, studying, interpreting, assembling and exhibiting, for the instruction and enjoyment of the general public, art, objects or specimens of educational and cultural value or historical, technological, anthropological, scientific or philosophical inventions, instruments, models or designs.

COPTER Section 16 states that a municipality must grant an exemption from taxation upon application before November 30th of the preceding year.

2005 property taxes for the respective property – Tax Roll #500331009 were \$1,077.96 (Municipal \$645.35; School \$432.61).

Town Manager, R. Stoutenberg explained that the group has been working towards incorporation since the beginning of 2005.

Discussion ensued regarding Council's ability to provide a tax exemption/refund retroactive for 2005.

Motion 05:11:17

Moved by Councillor Campbell that the Town of Stettler Council approve the request from the Stettler P&H Elevator Preservation Society for a property tax exemption – Tax Roll #500331009 in accordance with appropriate legislation, and further approves a refund of 2005 property taxes for Tax Roll #500331009 in the amount of \$1,077.96 plus any current penalties, as allowed per Section 347 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

(b) Memo re: Affordable Housing

Town Manager, R. Stoutenberg noted that three weeks ago a committee was struck to look at what can be done to expand affordable housing in Stettler. The Villages of Big Valley and Donalda both expressed an interest in partnering in a proposal that would also address the affordable housing shortage in their communities.

After careful consideration of waiting lists and available units the committee determined that:

1. Three to four three bedroom units directed at families should be built in each Village.
2. That a 16-unit apartment consisting of thirteen two bedroom and three one bedroom units be built in Stettler for singles, single parents and couples.
3. That six three bedroom duplexes be built in Stettler for families.

In order to submit an application, Council needs to consider if they will provide the land and where. Some of the apartment sites that are available will need to be rezoned. If a site is selected that is zoned public use, the Municipal Government Act requires that it be advertised and that the site be posted.

Town Manager, R. Stoutenberg outlined possible locations, focusing on keeping housing densities reasonable within existing subdivisions.

Discussion ensued regarding land availability and the appropriateness of integration throughout the community.

Motion 05:11:18

Moved by Councillor Thorogood that the Town of Stettler Council approve the recommendation of Administration as follows:

1. That the County of Stettler Housing Authority be approached to see if they will expand their Community Housing component and manage the project upon completion.
2. That a project manager be engaged to oversee tendering, construction, etc.
3. That the apartment site be included in the next phase of Emmerson Acres.
4. That two lots be provided in Meadowlands for duplexes.
5. That two lots be developed in Grandview for duplexes.
6. That two duplexes or a four-plex be planned for 4813 – 45 Street.

MOTION CARRIED
Unanimous

Mayor Hunter asked Councillors to think about their willingness to financially support the building of some affordable housing with only partial or possibly no government funding. The item will be further discussed during the 2005 Capital budget Session.

(c) Memo re: Hangar Lease Fees

Town Manager, R. Stoutenberg reviewed the memo regarding the proposed hangar lease rate increase. Under the current lease rate agreement dated March 19, 2002 the lessee's are paying \$.08 per sq. ft. with the exception of BGB Aviation Ltd. who is paying \$.06 per sq. ft.

The BGB Aviation Ltd. lease comes up for renewal every four years with 2005 being the end of a four-year term.

Discussion ensued regarding the rates proposed for aviation use (\$.10 per sq. ft.), aviation-commercial use (\$.20 per sq. ft.) and non-aviation commercial use (\$1.50 per sq. ft.).

Discussion ensued regarding current lessees using their hangers for the storage of non-aviation items, as well as, other industrial type uses not permitted under existing lease terms and/or County zoning.

The Flying Club/Airport Board, making this recommendation is comprised mainly of lessees who have a vested interest in maintaining a viable airport facility. It was stated that the proposed increase in rates are an attempt to address historically cheap rent being charged for non-aviation uses, and to deter non-aviation use at the airport.

Mayor Hunter concluded that it was the consensus of a majority of Council Members to have this item returned back to the Flying Club members and Airport Board for further consideration and enforcement options.

(d) December Newsletter Items

- Mayor's Message
- Main Street Christmas Tree – No Left Turns
- Night Before the Night Before Christmas
- Christmas Store Hours
- 2006 Dog & Cat Tags

(e) Update re: Leisure Centre

Town Manager, R. Stoutenberg informed Council that good progress has been made by the contractor due to mild weather conditions. The project remains relatively on budget.

(f) Bank Reconciliation as of October 31, 2005

Moved by Councillor Richards that the Bank Reconciliation as of October 31, 2005 be accepted as presented.

Motion 05:11:19

MOTION CARRIED
Unanimous

- (g) Statement of Revenue & Expenses as of October 31, 2005

Motion 05:11:20

Moved by Councillor Peebles that the Statement of Revenue & Expenses as of October 31, 2005 be accepted as presented.

MOTION CARRIED
Unanimous

- (h) Statement of Capital Activity as of October 31, 2005

Motion 05:11:21

Moved by Councillor Thorogood that the Statement of Capital Activity as of October 31, 2005 be accepted as presented.

MOTION CARRIED
Unanimous

- (i) Accounts Payable in the amount of \$131,954.15

Motion 05:11:22

Moved by Councillor Campbell that Accounts Payable for the period ending November 15, 2005 in the amount of \$131,954.15 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Nov 3 - Affordable Housing Meeting.
- Nov 4 - Town Office duties.
 - Participated in the Q-14 & Stettler Independent Hockey Game for the Food Bank.
 - Brought Greetings at the Friendship Dinner.
- Nov 7 - Family Violence Awareness Proclamation.
 - TV interview on the new Leisure Centre.
- Nov 9 - Remembrance Day Service at the school.

(b) Councillor Campbell

- Nov 2 - CUPE Negotiations.
 - Stettler Hospital Services Foundation.
- Nov 4 - CUPE Negotiations.
 - Library Strategic Meeting.

(c) Councillor Hurley

- No report – absent from meeting.

(d) Councillor Majeran

- Nov 2,4,9 - CUPE Negotiations.
- Nov 4 - Regional Fire Authority Meeting.
- Nov 14 - Parks & Leisure Services Board Meeting.

(e) Councillor Peeples

- Nov 3 - East Central Alberta Regional Water Committee Meeting.

(f) Councillor Richards

- Nov 2 - CUPE Negotiations.
- Nov 3 - Low Income Housing Meeting.
- Nov 4 - Q-14 & Stettler Independent Hockey Game for the Food Bank.
 - CUPE Negotiations.
 - Regional Fire Authority Meeting.
- Nov 8 - Police Advisory Meeting.
- Nov 9 - CUPE Negotiations.

(g) Councillor Thorogood

- Oct 24 - Board of Trade Meeting.
- Oct 28 - Low Cost Housing Meeting.
- Nov 9 - FCSS Meeting re: Budget.
 - Board of Trade Bylaw Committee Meeting.

8. **Minutes:**

(a) East Central Alberta Regional Water Commission Meeting of November 3, 2005

Motion 05:11:23

Moved by Councillor Peeples that the Minutes, item 8(a) be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) None

11. **Correspondence:**

- (a) Heritage Hunting and Fishing Protection Act
- (b) Canada Post Closing Post Offices and Plants
- (c) Central Alberta Economic Partnership (CAEP)
- (d) Brownfield Sites
- (e) AADAC re: Smoke Free Places

- (f) Homecoming Thank You

Motion 05:11:24

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) Invitation to meet with MLA

Hon. Shirley McClellan, Deputy Premier and Minister, MLA Drumheller - Stettler and Hon. Dr. Lyle Oberg, Minister of Infrastructure and Transportation have invited interested members of Council to meet with them on Sunday, November 20th at 2:30 p.m. in Delia. Mayor Hunter will attend to primarily discuss additional funding for the Leisure Centre, funding for affordable housing projects, support for upgrades to the Stettler Hospital and additional funding for the cemetery road project.

13. **In-Camera Session:**

- (a) CUPE Contract/Non-CUPE Salary Proposal

Motion 05:11:25

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

MOTION CARRIED
Unanimous at 7:45 p.m.

Motion 05:11:26

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

MOTION CARRIED
Unanimous at 8:05 p.m.

Mayor Hunter recessed the meeting at 8:05 p.m.

Mayor Hunter reconvened the meeting at 8:15 p.m.

5. **Delegations:**

- (a) 8:00 – 9:30 P.M. – Parkland Planning Services – Craig Teal, Director re: Meadowlands Concept Plan

Craig Teal, Director of Parkland Planning Services entered the meeting at 8:15 p.m.

Development Officer Tim Schmidt, Director of Operational Services John Keith and Director of Finance and Administration Greg Switenky were also in attendance.

C. Teal introduced the purpose of the workshop being to identify broad parameters to be used in creating options to be included in an Outline Plan for the remaining portion of Meadowlands.

The principles of Sustainable Development and Smart Growth were defined as the "Creation of development that better serves the economic, environmental and social needs of communities."

Numerous visual examples were presented to demonstrate housing and integration options. Architectural design controls and ultimate street appearance is key to gaining acceptance towards the functional integration of various residential housing types.

C. Teal presented a series of key questions for design.

- What market segments should be targeted.
- What types of houses should be included.
- How big should individual lots be.
- How much importance should be placed on density/lot yield.
- Where are lanes to be used/not used.
- What types of open space should be created.
- How much variety in lot types should be available at any point.

The possibility of incorporating some commercial was also identified.

Round table discussion ensued.

Mayor Hunter concluded that this workshop is to provide the planning consultant with broad design parameters to assist with the creation of options for Council's consideration in the future.

C. Teal thanked Council for the valuable input he will use in developing options.

Mayor Hunter thanked C. Teal for his presentation/workshop with Council.

C. Teal and Department Heads departed the meeting at 9:55 p.m.

13. **In-Camera Con't:**

(a) CUPE Contract/Non-CUPE Salary Proposal

Motion 05:11:27

Moved by Councillor Peeples that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager present to continue discussion of the item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 9:55 p.m.

Motion 05:11:28

Moved by Councillor Campbell that the Town of Stettler Council extend their meeting beyond 10:30 p.m. in accordance with the Council Procedural Bylaw.

MOTION CARRIED
Unanimous

Motion 05:11:29

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

MOTION CARRIED
Unanimous at 11:25 p.m.

Motion 05:11:30

Moved by Councillor Majeran that the Town of Stettler Council ratify the Memorandum of Agreement with CUPE local 971 and further that the Non-CUPE salary range schedule be approved.

MOTION CARRIED
Unanimous at 11:25 p.m.

14. **Adjournment:**

Motion 05:11:31

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

MOTION CARRIED
Unanimous at 11:30 p.m.

Mayor

Director of Finance & Administration