

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 4, 2005 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

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

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

Press (2)

Absent: None

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

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

Motion 05:10:01 Moved by Councillor Richards to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held on September 20, 2005

Motion 05:10:02 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on September 20, 2005 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 20, 2005 Minutes

Mayor Hunter updated Council that he and Town Manager, R. Stoutenberg attended a meeting with the Chamber of Commerce on September 29, 2005. The Chamber Board agreed to consolidate with the One Stop Business Centre prior to the end of 2005.

They will work at getting their financial obligations and financial position in order prior to amalgamation.

Mayor Hunter informed Council that he is confident that they understand and accept the Town's stated offer.

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

5. **Delegations:** (a) 7:00 P.M. – RCMP Sgt. Kevin Picard, Cst. Jason Zaplachinski & Cst. Laural Konschuh

This item was dealt with later in the meeting.

6. **Administration:** (a) Third Quarter Strategy Update

Town Manager, R. Stoutenberg reviewed the Town's 2005 Strategic Plan and updated Council, on a goal by goal basis, with the actions/results achieved to date.

Discussion ensued regarding ongoing progress.

(b) Policy X-1(n) re: Complex Naming Criteria Policy

Town Manager, R. Stoutenberg explained that the purpose of Policy X-1(n) is to make available Town facilities for corporate/legacy sponsorship or community recognition.

The establishment of this policy was recommended by the Parks & Leisure Services Board and approved in principle by Town Council on July 5th, 2005.

Consideration to name a Major Complex/Facility will include monetary contributions only.

The following properties in Stettler are considered to be a Major Complex/Facility for the purposes of this Policy:

1. Stettler Recreation/Leisure Centre
2. Stettler Community Hall
3. West Stettler Park

With the exception of all Major Complex/Facilities, any part of the interior of a Major Complex/Facility, single playing field or a section of park/trail may be considered for renaming without a monetary contribution provided a Stettler Lifetime Achievement Award (per Policy) has been granted with a minimum point value of 650 or greater.

The policy states recommended guidelines respecting minimum contributions required to (re) name a facility.

Considerable discussion ensued regarding whether any part of a facility/field should be made available to be named after an individual (as a form of recognition). Also whether, a minimum of 650 points (out of a possible 740 points) is an unrealistic/unattainable qualification and therefore unsuitable for the intent of the Policy.

Mayor Hunter suspended discussion temporarily to welcome a delegation scheduled for 7:00 p.m.

5. Delegations:

(a) 7:00 P.M. – RCMP Sgt. Kevin Picard, Cst. Jason Zaplachinski & Cst. Laurel Kenschuh

RCMP Sgt. K. Picard, Cst. J. Zaplachinski & Cst. L. Kenschuh entered the meeting at 7:00 p.m.

Sgt. K. Picard introduced Cst. J. Zaplachinski and Cst. L. Kenschuh to Town Council.

Mayor Hunter on behalf of Council welcomed the new members of the detachment to the Town of Stettler.

Sgt. K. Picard & Cst. J. Zaplachinski & Cst. L. Kenschuh left the meeting at 7:05 p.m.

Mayor Hunter resumed discussion respecting the proposed Complex Naming Criteria Policy.

Round table discussion continued regarding the possibility of two separate and unrelated amendments to the proposed Policy; one to reduce the 650 minimum point value and one for the inclusion of a reservation clause, as well as the inclusion of a Council assigned Awards Committee to perform the adjudication function.

It was mutually agreed by Council Members that an amending motion for a reduced point value should be proposed and voted upon separately from other housekeeping amendments.

Motion 05:10:03

Moved by Councillor Thorogood that the Town of Stettler Council amend proposed Policy X-1(n), being the Town of Stettler Complex Naming Criteria Policy to replace all references to a minimum point value of 650 with 620.

MOTION DEFEATED (4 – 3)

Opposed: Councillors Richards, Campbell, Hurley & Peeples

Council briefly discussed the validity/appropriateness of continuing to propose alternative point value amendments at the same meeting. Town Manager R. Stoutenberg explained that the Council Procedure Bylaw 1749-96 (Section 20) states that “No motion shall be made that is substantially the same as the one on which the judgment of the meeting has already been expressed during the same meeting.”

Motion 05:10:04

Moved by Councillor Thorogood that the Town of Stettler Council amend proposed Policy X-1(n), being the Town of Stettler Complex Naming Criteria Policy to include a Reservation clause and a reference to a Council assigned Awards Committee to perform the adjudication function.

MOTION CARRIED

Unanimous

Motion 05:10:05

Moved by Councillor Hurley that the Town of Stettler Council approve Policy X-1(n) being the Town of Stettler Complex Naming Criteria Policy as amended.

MOTION CARRIED (4 – 3)

Opposed: Councillors Richards, Majeran & Peeples

(c) Policy X-1(o) re: Lifetime Achievement Award & Stettler Community Recognition Award Policy

Town Manager, R. Stoutenberg explained that the purpose of Policy X-1(o) is to provide an opportunity for the formal recognition of individuals.

The establishment of this policy was recommended by the Parks & Leisure Services Board and approved in principle by Town Council on July 5th, 2005.

The policy identifies two awards; the Stettler Community Recognition Award and the Stettler Lifetime Achievement Award.

The policy guidelines state the required qualifications for both award categories.

Nominations for either award are adjudicated by an Awards Committee of the community as assigned by the Town of Stettler.

The Awards Committee will approve a point total from three categories:

1. Community Involvement – Mandatory with 420 points available.
2. Sporting – Optional with 160 points available.
3. Cultural – Optional with 160 points available.

For a nomination to be successful the mandatory and optional points approved must meet or exceed the required qualification for either award.

Discussion ensued regarding whether the required qualification of 90 points for a Stettler Community Recognition Award was too low and whether the required points should include some combination of both mandatory and optional categories.

Motion 05:10:06

Moved by Councillor Thorogood that the Town of Stettler Council amend proposed Policy X-1(o)), being the Town of Stettler Lifetime Achievement Award and Stettler Community Recognition Award Policy to increase the required qualification for a Stettler Community Recognition Award from 90 to 200 points.

MOTION CARRIED
Unanimous

Motion 05:10:07

Moved by Councillor Thorogood that the Town of Stettler Council approve Policy X-1(o), being the Town of Stettler Lifetime Achievement Award and Stettler Community Recognition Award Policy as amended.

MOTION CARRIED
Unanimous

(d) Land Use Amendment Request/Pheasant Ridge Holdings

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

Councillor Hurley declared that she owns and resides in a home across the road from the property under consideration, however does not feel that she has a pecuniary conflict of interest in this rezoning matter.

Deputy Mayor Councillor Majeran assumed the chair.

Town Manager, R. Stoutenberg explained that the Planning & Development Services has received a letter from Walt Cornelssen of *Pheasant Ridge Holdings (682694 Alberta Limited)* requesting rezoning of a 1.15 acre site in the *Industrial District* indicated on the map on Page 34 of the Agenda Package. This request is intended to allow for residential development and designation of the said land to General Residential District (R2).

Town Manager, R. Stoutenberg reviewed background information and staff comments included in the memo.

Staff has considered the proposed amendment for the balance of Lot Y, Plan 2442AE and found it to be non-compatible with uses in the Industrial District.

Discussion ensued regarding the appropriateness of permitting residential use properties near industrial use properties.

Further discussion ensued regarding the properties directly across the road (47th Avenue) and whether there are long range zoning implications for these properties.

Town Manager R. Stoutenberg identified (on the large Land Use District Map in Council Chambers) that a small amount of nearby property is designated as UR – Urban Reserve and that these properties are subject to permitted/discretionary uses as allowed in the Land Use Bylaw. In addition, there are a few legal non-conforming residences spread throughout the broader industrial zone. Currently these residential uses exist, however the long range plan for the area east of the tracks is Industrial.

Motion 05:10:08

Moved by Councillor Peebles that the Town of Stettler Council denies the request for Land Use Bylaw Amendment pertaining to Lot Y, Plan 2442AE as submitted by Pheasant Ridge Holdings.

MOTION CARRIED (4 – 2)
With the abstention of Mayor Hunter.
Opposed: Councillors Hurley & Campbell

Mayor Hunter returned to the Council Chambers and resumed the chair.

- (e) Memo re: Draft Regional Fire Authority – Terms of Reference

Town Manager, R. Stoutenberg explained that the Terms of Reference have now been reviewed by the Regional Fire Authority.

The Board would like regional partners to reconsider the following terms of reference:

1. The Budget Date. Is it appropriate? The Town of Stettler usually completes its budget in November. The date under section 8 should be changed to November 1.
2. Should the Chair and Vice Chair positions be rotated between the Town and County representatives or should they be available to all municipalities? Where the Town and County currently fund the majority of the costs, their representatives usually fill these positions on a rotational basis.
3. Should the Reeve/Mayor be ex officio member of the Authority? A Mayor is an ex officio member of all Council Committees. This may not apply to Joint Committees as to tip the scale of representation on a particular issue. Additional delegates or a full meeting of all Councils can be requested by the Board should a need arise.

Round table discussion ensued regarding each item identified by the Board and other stated terms of reference. The primary discussion focused on the absence of a provision giving the Town a weighted voting percentage of 50%; equal to the responsibility for costs.

It was stated that this Board has no binding power over the Town's budget. Therefore a weighted percentage vote or some other type of "Veto" power, as well as the condition that the Town alternate between the Chair/Vice Chair positions was not necessary.

In response, it was stated that, Council should be concerned about being responsible to pay 50% of the regional cost while having far less authority to control the development of plans; the allocation of resources; or the level of services provided, with corresponding budgetary impacts.

Director of Finance and Administration G. Switenky reminded members of Council that at a previous meeting (July 5th, 2005) Town Council authorized the execution of the Stettler Regional Partnership Fire Chief Agreement with terms as substantively presented.

Mayor Hunter concluded that it was the consensus of Town Council that: the budget date should be amended to November 1st ; the Chair/Vice Chair positions should continue to rotate between the Town and County; and the Reeve/Mayors should not be considered ex officio members.

Town Manager will take comments from Council back to the Authority Board.

9. **Public Hearing:** (a) 8:00 P.M. – Bylaw 1918-05 re: Amend Bylaw 1511 – North West Area Structure Plan

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

Councillor Hurley declared that she owns and resides in a home across the road from the property under consideration, however does not feel that she has a pecuniary conflict of interest in this rezoning matter.

Deputy Mayor Councillor Majeran assumed the chair.

Deputy Mayor Councillor Majeran declared the Public Hearing for Bylaw 1918-05 open at 8:14 p.m.

Present:

Councillors S. Hurley, R. Peeples, L. Thorogood,
D. Richards, A. Campbell & G. Majeran
Town Manager, R. Stoutenberg
Director of Finance & Administration, G. Switenky

Public (0)

Press (2)

Bylaw 1918-05

Town Manager, R. Stoutenberg explained that Bylaw 1918-05 is to amend Bylaw 1511 as follows:

That Schedule A, of the North West Area Structure Plan of Bylaw 1511 shall be and is hereby amended to adjust the location of a future proposed road on Lot 1, Plan 852 1407.

The Town provided notice of the public hearing in accordance with the requirements of the *Municipal Government Act*.

Town Manager, R. Stoutenberg informed Council that he has spoken to a nearby property owner who inquired as to the potential zoning impact based on the location of the road. The property is currently designated as DCR6 - Direct Control Residential. Town Manager R. Stoutenberg further explained that the Development Officer and the Director of Operational Services have reviewed and considered the relocation of this future local road in relation to the Town's long range planning document(s) and fully support the revised location.

No public were present, and there were no other representations heard or made.

Deputy Mayor Councillor Majeran declared the Public Hearing closed for Bylaws 1918-05 at 8:21 p.m.

Deputy Mayor Councillor Majeran reconvened the regular Council Meeting at 8:21 p.m.

Deputy Mayor Councillor Majeran with the mutual consent of Council varied the order of the agenda to consider the related Bylaw.

10. **Bylaws:** (a) 1918-05 re: Amend Bylaw 1511 - North West Area Structure Plan

Motion: 05:10:09

Moved by Councillor Hurley that the Town of Stettler Council give second reading to Bylaw 1918-05.

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

Motion: 05:10:10

Moved by Councillor Peeples that the Town of Stettler Council give third and final reading to Bylaw 1918-05.

MOTION CARRIED
Unanimous with the abstention of
Mayor Hunter

Mayor Hunter returned to the Council Chambers and resumed the chair.

- (f) Parkland Regional Library 2006-2008 Proposed Budget

Town Manager, R. Stoutenberg explained that the Parkland Regional Library Board requests that the Town of Stettler Council approves or disapproves the budget before November 24, 2005 so that any problems or concerns could be addressed at the Parkland Regional Library Board Meeting on that date. December 31, 2005 is the last date for ratification so that the 2006 budget can be operational on January 1, 2006.

Discussion ensued regarding Parkland Regional Library's request to approve the budget and whether that meant all three years (2006-2008) as proposed.

It was stated that the Parkland Regional Library Board is required to have their current year budget approved by participating members each year.

Motion 05:10:11

Moved by Councillor Peeples that the Town of Stettler Council approve the Parkland Regional Library 2006 Budget as presented.

MOTION CARRIED
Unanimous

- (g) Town Manager's Report

Motion 05:10:12

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

MOTION CARRIED
Unanimous

(h) Update re: Leisure Centre

Town Manager, R. Stoutenberg informed Council that the brick exterior of the building is starting to take shape. The project remains behind schedule. The Parks & Leisure Services Administration Office has completed their temporary move to the second floor in the Stettler Recreation Centre.

(i) Accounts Payable in the amount of \$557,380.43

Motion 05:10:13

Moved by Councillor Peebles that Accounts Payable for the period ending September 30, 2005 in the amount of \$557,380.43 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Hunter

- Sept 23 - Town Office duties.
- Sept 28 - Ribbon Cutting at Superfluity.
- Sept 29 - Chamber of Commerce Meeting & Streetscape Open House.
- Sept 30 - Town of Stettler Office for proclamation for Breast Cancer Awareness.

(b) Councillor Campbell

- Sept 8 - Parkland Regional Library Meeting.
- Sept 29 - Downtown Streetscape Open House.
- Sept 30 - RCMP Convention Meeting.
- Oct 3 - Low-Cost Housing Meeting.

(c) Councillor Hurley

- No meetings to report.

(d) Councillor Majeran

- Sept 22 - Municipal Planning Commission Meeting.
- Sept 23 - Regional Fire Authority Meeting.
- Sept 28 - County of Stettler Housing Authority.
- Sept 29 - Main Street Improvement Streetscape Information Meeting.

(e) Councillor Peebles

- Sept 22 - Municipal Planning Commission Meeting.
- Oct 3 - Low-Cost Housing Meeting.

(f) Councillor Richards

- Sept 23 - Regional Fire Authority Meeting.
- Sept 29 - DTHR Health Symposium Meeting in Drumheller.
- Sept 22 - Municipal Planning Commission Meeting.
- Sept 30 - RCMP Convention Meeting.
- Oct 3 - Low-Cost Housing Meeting.

(g) Councillor Thorogood

- Sept 21 - Ag. Society Meeting.
- Sept 22 - Municipal Planning Commission Meeting.
- Sept 26 - Parks & Leisure Services Board Meeting.
- Sept 30 - RCMP Convention Meeting.
- Oct 3 - Low-Cost Housing Meeting.

8. **Minutes:**

- (a) Regional Fire Commission Meeting of September 23, 2005
- (b) Stettler Waste Management Authority Meeting of September 12, 2005
- (c) Stettler Parks & Leisure Services Board Meeting of September 26, 2005

Motion: 05:10:14

Moved by Councillor Majeran that the Minutes, items 8(a) to 8(c) inclusive be accepted for information.

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) 8:00 P.M. – Bylaw 1918-05 re: Amend Bylaw 1511 – North West Area Structure Plan

This item was dealt with earlier in the meeting.

10. **Bylaws:**

- (a) 1918-05 re: Amend Bylaw 1511 - North West Area Structure Plan

This item was dealt with earlier in the meeting.

11. **Correspondence:**

- (a) Leduc Representative
- (b) County of Paintearth re: East Central Alberta Regional Water Meeting

- (c) Elect a Strong AUMA Team
- (d) Society of Local Government Managers of Alberta
- (e) Stettler and Region Marketing Corporation
- (f) County of Stettler re: Stettler Public Library Agreement

Motion: 05:10:15

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

MOTION CARRIED
Unanimous

12. **Additions:**

- (a) None

Mayor Hunter recessed the meeting at 8:59 p.m.

Mayor Hunter reconvened the meeting at 9:04 p.m.

13. **In-Camera Session:**

Motion 05:10:16

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

MOTION CARRIED
Unanimous at 9:05 p.m.

Motion 05:10:17

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

MOTION CARRIED
Unanimous at 10:10 p.m.

14. **Adjournment:**

Motion 05:10:18

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

MOTION CARRIED
Unanimous at 10:11 p.m.

Mayor

Director of Finance & Administration