

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 7, 2008 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

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

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

Press (2)

Absent: Councillor D. Richards

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

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

Motion 08:10:01 Moved by Councillor Peeples to approve the agenda as presented with the following addition:

13(c) In-Camera Session re: Review Meadowlands by the Park Land Sale - Mike Dandurand Realty

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held September 16, 2008

Motion 08:10:02 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on September 16, 2008 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 16, 2008 Minutes

None

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

5. **Delegations:** (a) 7:30 P.M. re: Stettler Auto Club – Norm Hamilton & Rob Grandfield

This item was dealt with later in the meeting.

6. **Administration:** (a) Demolition Tax Refunds

Director of Finance & Administration, G. Switenky circulated a confidential memo informing Council of the property owners' names. This information is considered personal and should not be released under the *Freedom of Information and Protection of Privacy Act (FOIP)*.

This is a standard demolition policy refund and given the amount (being greater than \$100) it must be approved by Council.

Motion 08:10:03

Moved by Councillor Dennis that the Town of Stettler Council approve a pro-rated 2008 property tax refund for Tax Roll #532380000 in the amount of \$1,768.07 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

Motion 08:10:04

Moved by Councillor Thorogood that the Town of Stettler Council approve a pro-rated 2007 property tax refund for Tax Roll #460620006 in the amount of \$145.84 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED
Unanimous

(b) Policy II-2(d) re: Employee Health & Wellness

Town Manager, R. Stoutenberg explained that Policy II-2(d) was established to encourage Town of Stettler employees and volunteer fire department members to be healthy, fit and active in the community.

Administration is recommending amending Policy II-2(d) to add retired employees to the policy.

Discussion ensued regarding the proposed definition of a retired employee having a minimum of 10 years service and who qualify for LAPP and whether minimum service should be increased to 15 years.

Roundtable discussion continued regarding the principle of providing a continuing benefit to retired employees.

Motion 08:10:05

Moved by Councillor Peeples that the Town of Stettler Council amend Employee Health & Wellness Policy II-2(d) to add retired employees with a minimum of 15 years service who qualify for LAPP.

MOTION DEFEATED (3 - 3 Tied vote
per Section 186 MGA)
Opposed: Mayor Hunter &
Councillors Thorogood &
Campbell

Motion 08:10:06

Moved by Councillor Garbutt that the Town of Stettler Council amend Employee Health & Wellness Policy II-2(d) to add retired employees with a minimum of 10 years service who qualify for LAPP.

MOTION DEFEATED (2 - 4)
Opposed: Mayor Hunter &
Councillors Thorogood, Campbell
& Peeples

(c) Strategic Planning 2008 – Quarterly Update

Town Manager, R. Stoutenberg presented the 2008 Strategic Plan – Quarterly Update and reviewed the actions/results achieved to date on a goal by goal basis.

Discussion ensued regarding various areas of progress to date as well as next steps.

It was noted that this update is presented to Council for information purposes on a regular/quarterly basis.

(d) Town Manager's Report

Motion 08:10:07

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

MOTION CARRIED
Unanimous

(e) Bank Reconciliations as of July 31 & August 31, 2008

Motion 08:10:08

Moved by Councillor Peeples that Bank Reconciliations as of July 31 & August 31, 2008 be accepted as presented.

MOTION CARRIED
Unanimous

(f) Statement of Revenue & Expenses as of September 30, 2008

Motion 08:10:09

Moved by Councillor Thorogood that the Statement of Revenue & Expenses as of September 30, 2008 be accepted as presented.

MOTION CARRIED
Unanimous

(g) Statement of Capital Activity as of September 30, 2008

Motion 08:10:10

Moved by Councillor Campbell that the Statement of Capital Activity as of September 30, 2008 be accepted as presented.

MOTION CARRIED
Unanimous

(h) Accounts Payable in the amount of \$726,654.09

Motion 08:10:11

Moved by Councillor Dennis that Accounts Payable for the period ending October 1, 2008 in the amount of \$726,654.09 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 17 - Meeting with RCMP Peter Clark.
- Sept 19 - Town Office duties.

- Sept 22 - Greetings at the Rotary District Governor's Meeting.
- Sept 25 - IDP Meeting at the County of Stettler.
 - Dinner with Apache.
- Sept 26 - Town Office duties.
 - Memorial Tree Park dedication.
- Sept 29 - Joint Building Meeting with engineers and Brennex.
- Sept 30 - AUMA Convention.
to Oct 3

(b) Councillor Campbell

- Sept 25 - IDP Meeting at the County of Stettler.
- Sept 30 - AUMA Convention.
to Oct 3
- Oct 7 - Assessment Review Board Hearing.

(c) Councillor Dennis

- Sept 17 - Meeting with RCMP Peter Clark.
- Sept 18 - Library Board Meeting.
- Sept 25 - IDP Meeting at the County of Stettler.
- Oct 7 - Assessment Review Board Hearing.

(d) Councillor Garbutt

- Sept 17 - Meeting with RCMP Peter Clark.
- Sept 19 - Community Advisory Committee Meeting.
- Sept 24 - Volunteer dinner at Willow Creek Lodge.
- Sept 25 - IDP Meeting at the County of Stettler.
- Sept 29 - Negotiations Meeting.
- Oct 1-3 - AUMA Convention.
- Oct 7 - Assessment Review Board Hearing.

(e) Councillor Peoples

- Sept 18 - Red Deer Municipal Users Group Meeting.
- Sept 25 - IDP Meeting at the County of Stettler.
- Sept 30 - AUMA Convention.
to Oct 3

(f) Councillor Richards

- No report – absent from meeting.

(g) Councillor Thorogood

- Sept 25 - IDP Meeting at the County of Stettler.
- Sept 26 - Memorial Tree Park opening.
- Sept 29 - CUPE Negotiations Meeting.
- Oct 1-2 - AUMA Convention.
- Oct 7 - Assessment Review Board Hearing.

5. Delegations:

(a) 7:30 P.M. re: Stettler Auto Club – Norm Hamilton & Rob Grandfield

Delegation members Norm Hamilton & Rob Grandfield entered the meeting at 7:25 p.m.

Mayor Hunter welcomed N. Hamilton and R. Grandfield to the Council Meeting.

R. Grandfield informed Council that the Stettler Auto Club would like to request approval from the Town to host a 1/8 mile drag race at the Stettler Airport. This is the evolution of the Side By Side Shootout (much shorter) event that was normally held in July.

The Car Club is looking for a permanent and controlled area to hold this annual event and they would also like to purchase a liability policy for this event from the Town's insurance provider. Town Manager R. Stoutenberg advised that the AUMA/AMSC has established a separate insurance program for community organizations to access.

Council was informed that the Car Club had presented their proposal to the Flying Club and Airport Committee which was accepted with some conditions including, a parking plan, security, satisfactory clean-up, and that portable washrooms are to be brought in as the Airport Terminal Building washrooms are not to be used for this event. It was noted that power may be needed for Screammers or the Boy Scouts to operate a concession.

N. Hamilton explained that Hanna and Drayton Valley have both recently held an event of this nature at their airports which were very successful. R. Grandfield stated that the Stettler Auto Club donates all surplus funds generated from this event to local community organizations.

The Car Club members explained the timelines as follows:

Date: July 25-26 (Friday/Saturday)

Set Up: Friday at Noon

Event: Saturday from 9:00 am – 6:00 pm

Rain Out Day: Sunday until 9:00 p.m.

The airport would need to be closed from Friday until Monday. A Notam would need to be registered which would advise any aircrafts coming into the Stettler Airport that the airport was closed. Large X's may need to be placed at the thresholds to let pilots know of the closure as some pilots may not check for Notams.

Discussion ensued regarding spectator bleachers, parking & overflow, having a staging area for the cars, safety issues and security concerns.

Town Manager R. Stoutenberg advised that it would be appropriate for the Stettler Auto Club to request approval from the County of Stettler as they contribute funds annually towards the operations of the Airport.

Delegation members departed the meeting at 7:46 p.m.

Motion 08:10:12

Moved by Councillor Thorogood that the Town of Stettler Council grant permission to the Stettler Auto Club to use the Stettler Airport to host a 1/8 mile drag race event annually during the summer subject to the concurrence of the County of Stettler, the Club carrying an appropriate liability insurance policy for an event of this nature, and that the Club maintain the ongoing support of the Flying Club/Airport Committee.

MOTION CARRIED
Unanimous

8. **Minutes:**
- (a) Site Meeting Minutes of September 10, 2008
 - (b) David Thompson Health Trust Board Meeting of September 9, 2008
 - (c) Stettler Airport Board Meeting of September 5, 2008
 - (d) Stettler District Ambulance Association Meetings of June 16 & September 15, 2008
 - (e) Stettler Waste Management Authority Meeting of September 12, 2008

Motion 08:10:13

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

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:**
- (a) Energy Powers Inflation to 3.5 Per Cent
 - (b) Stettler & District Agricultural Society Letter

Discussion ensued regarding the interpretation of the Stettler Community Hall Board Policy respecting the Ag Society Agreement (Rental Fees: Clause 6).

The Policy clearly states that, "The Stettler Ag Society will have access to use the Stettler Community Hall for their own use at no rental charge for up to 10 days annually for Major Events. "

Roundtable discussion continued regarding whether the Policy should be amended to allow the Ag Society to transfer any number of their 10 free rental days per year to another organization.

Motion 08:10:14

Moved by Councillor Garbutt that the Town of Stettler Council approves an amendment to Policy X-1(e)(vi) Stettler Community Hall Board to delete "For their Own Use" from Rental Fees: Clause 6.

MOTION CARRIED (4 – 2)

Opposed: Councillors Peeples & Dennis

(c) Workshops New and Expanded Courses

(d) Parkland Regional Library – Proposed Budget 2009-2011

Town Manager, R. Stoutenberg explained that the Parkland Regional Library Board requests that the Town of Stettler Council approves or disapproves their budget before November 3rd, 2008 so that any problems or concerns could be addressed at the Parkland Regional Library Board Meeting on November 13th.

The per capita annual fee is increasing from \$6.11 in 2008 to \$6.58 in 2009. The per capita rate increase of \$0.47 represents an expenditure increase of \$2,546 in the Town's 2009 Operating Budget. Also given the Town's 2008 official census population of 5843 up from 5418 (an increase of 425) the Town may get requisitioned an additional \$2,796 in 2009 depending on what population figure is utilized by Parkland.

The three year 2009-11 Parkland Regional Library Budget was briefly reviewed. Discussion ensued regarding various line items included in the proposed budget, the level of savings currently being held in reserve by Parkland, and the benefits realized at the Stettler Public Library for the Town's participation.

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year.

Motion 08:10:15

Moved by Councillor Thorogood that the Town of Stettler Council approve the Parkland Regional Library 2009 Budget as presented.

MOTION CARRIED

Unanimous

(e) Labour Market News

(f) Communities in Bloom 2008 Evaluation Form

It was mutually agreed that Mayor Hunter on behalf of Town Council will send a congratulatory letter.

- (g) An Update on the EMS Transition in Alberta
- (h) This Budget really might be the toughest in City Council History
- (i) \$53 Million Request for More Police Garners Support

Motion 08:10:16

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

Mayor Hunter temporarily recessed the meeting at 8:15 p.m.

Mayor Hunter reconvened the meeting at 8:20 p.m.

13. **In-Camera Session:**

- (a) Contract – Request for an Extra Affordable Housing
- (b) CUPE Negotiations
- (c) Review Meadowlands by the Park Land Sale - Mike Dandurand Realty

Motion 08:10:17

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

MOTION CARRIED
Unanimous at 8:20 p.m.

- (a) Contract – Request for an Extra Affordable Housing

Mayor Hunter declared a possible conflict of interest regarding In-camera Item 13(a) and by departing the meeting excused himself from discussion of this item.

Acting Deputy Mayor Councillor Garbutt assumed the Chair for item 13(a).

- (c) Review Meadowlands by the Park Land Sale - Mike Dandurand Realty

Mayor Hunter returned and re-assumed the Chair.

- (b) CUPE Negotiations

G. Switenky, Director of Finance & Administration departed the meeting for discussion of item 13(b).

Motion 08:10:18

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

MOTION CARRIED
Unanimous at 9:35 p.m.

14. Adjournment:

Motion 08:10:19

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

MOTION CARRIED
Unanimous at 9:36 p.m.

Mayor

Director of Finance & Administration