

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON WEDNESDAY, OCTOBER 7, 2015 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor Dick Richards  
  
Councillors A. Campbell, D. Bachman, S. Nolls & K. Sernecky  
  
CAO G. Switenky  
Corporate Secretary C. Smith  
  
Press (2)

**Absent:** Councillors W. Brown & M. Fischer  
Assistant CAO S. Gerlitz

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

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

**Motion 15:10:01** Moved by Councillor Bachman to approve the agenda as presented with the following additions:

- 13(a) In-Camera Session – Legal Matter
- 13(b) In-Camera Session – Personnel Matter

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held September 15, 2015

**Motion 15:10:02** Moved by Councillor Campbell that the Minutes of the Regular Meeting of Council held on September 15, 2015 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the September 15, 2015 Meeting Minutes

None

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

5. **Delegations:** (a) None

6. **Administration:** (a) Memo re: Parkland Regional Library 2016 Budget Requisition

CAO G. Switenky explained that the Parkland Regional Library Board is required to have their current year budget approved by participating members each year.

The Parkland Regional Library Board requests that Council approves the 2015 budget and notifies PRL in writing before November 1st so that any concerns can be addressed at the PRL Board meeting on November 6th.

The Town is in receipt of the Parkland Regional Library's budget for 2016, with a 2016 per capita requisition of \$7.88, an increase of \$0.15 from the 2015 per capita of \$7.73.

This \$0.15 represents a Requisition increase for the Town of Stettler of \$862.20 based on the Town's population of 5748. The updated municipal requisitions are as follows:

- 2008 - \$6.11
- 2009 - \$6.58
- 2010 - \$6.77
- 2011 - \$6.97
- 2012 - \$7.07 (\$7.29 & \$7.18 previous)
- 2013 - \$7.28 (\$7.53 & \$7.67 previous)
- 2014 - \$7.50 (\$7.62 & \$7.91 previous)
- 2015 - \$7.73 (\$7.87)
- 2016 - \$7.88 (\$8.08, \$8.27 previous)**

Year	Per Capita	Population	Requisition	Diff
2004			\$21,060.78	
2005			\$28,377.18	\$7,316.40
2006			\$28,377.18	\$0.00
2007			\$29,526.90	\$1,149.72
2008			\$33,103.98	\$3,577.08
2009	\$6.58	5843	\$38,446.94	\$5,342.96
2010	\$6.77	5843	\$39,557.11	\$1,110.17
2011	\$6.97	5843	\$40,725.71	\$1,168.60
2012	\$7.07	5843	\$41,310.01	\$584.30
2013	\$7.28	5748	\$41,845.44	\$535.43
2014	\$7.50	5748	\$43,110.00	\$1,264.56
2015	\$7.73	5748	\$44,432.04	\$1,322.04
2016	\$7.88	5748	\$45,294.24	\$862.20

**Motion 15:10:03**

Moved by Councillor Bachman that the Town of Stettler Council approve the Parkland Regional Library 2016 Budget as presented and inform them that the Town of Stettler supports that the PRL return to a 3 year budgeting process.

MOTION CARRIED  
Unanimous

- (b) Request for input by October 9<sup>th</sup> – Mark Dennis, Regional Fire Chief Annual Appraisal

CAO G. Switenky requested that input for the Regional Fire Chief Annual Appraisal, Mark Dennis be forwarded to him by October 9<sup>th</sup>.

- (c) Request for input by October 9<sup>th</sup> – Lee Penner, Director of Parks & Leisure Services Annual Appraisal

CAO G. Switenky requested that input for the Director of Parks & Leisure Services Annual Appraisal, Lee Penner be forwarded to him by October 9<sup>th</sup>.

- (d) Request for Decision re: Subdivision Application 2015-03

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

With Deputy Mayor W. Brown being absent from the meeting, the previous Deputy Mayor A. Campbell assumed the chair.

CAO G. Switenky advised that the applicants (Wayne & Laurel Stratulate) are proposing to create two (2) residential parcels located on Plan RN54A, Block 9, Lot 4 to accommodate a duplex dwelling with separate ownership on each side.

CAO G. Switenky noted that this type of dwelling already exists in the neighborhood (next door).

CAO G. Switenky explained that Administration has assessed this proposal against the Town of Stettler Land Use Bylaw 2060-15 and the Town of Stettler Municipal Development Plan.

**Motion 15:10:04**

Moved by Councillor Bachman that the Town of Stettler Council approve Subdivision Application 2015-03 as presented.

That the application to create two (2) residential parcels located on Plan RN54A, Block 9, Lot 4 to accommodate a duplex as shown on the Tentative Plan of Subdivision has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, it is recommended that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations.
2. The application is consistent with the policies of the Municipal Development Plan, and
3. The application is consistent with the Land Use Bylaw 2060-15.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. That the developer provides separate utility service connections to each property.

MOTION CARRIED  
Unanimous with the abstention of  
Mayor Richards

Mayor Richards returned to the meeting and resumed the chair.

(e) Demolition Tax Refund

CAO, G. Switenky circulated a confidential memo informing Council of the property owner's name. This information is considered personal and should not be released under the *Freedom of Information and Protection of Privacy Act (FOIP)* and is provided to allow Members of Council to consider whether a potential conflict of interest may exist.

**Motion 15:10:05**

Moved by Councillor Sernecky that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #152070004 in the amount of \$1,247.75 as per Section 347 of the *Municipal Government Act*.

MOTION CARRIED  
Unanimous

(f) Meeting Dates

- Tuesday, October 13 – Committee of the Whole Meeting
- Tuesday, October 20 – Tax Sale (Cancelled)
- Tuesday, October 20 – Organizational Meeting
- Tuesday, October 20 – Council Meeting
- Tuesday, November 3 – Council Meeting
- Tuesday, November 10 – Committee of the Whole Meeting
- Tuesday, November 17 – Council Meeting
- Monday, November 23 – Regional Water Meeting
- Tuesday, November 24 – Council 2016-2019 Operational Budget Deliberations – 3:00pm??
- Tuesday, December 1- Council Meeting
- Tuesday, December 8 – Committee of the Whole Meeting
- Tuesday, December 15 – Council Meeting
- Tuesday, January 5 – Council Meeting
- Tuesday, January 12 – Committee of the Whole Meeting
- Wednesday, January 13 – Strategic Planning Workshop – 3:00pm??
- Tuesday, January 19 – Council Meeting
- Tuesday, January 26 – Council 2016-2019 Capital Budget Deliberations
- Tuesday, February 2 – Council Meeting

(g) CAO Report

CAO G. Switenky provided departmental highlights of the monthly organizational report to Council.

**Motion 15:10:06**

Moved by Councillor Nolls that the Town of Stettler accept the CAO Report for the month of September.

MOTION CARRIED  
Unanimous

(h) Statement of Revenue & Expenses as of September 30, 2015

**Motion 15:10:07**

Moved by Councillor Bachman that the Statement of Revenue & Expenses as of September 30, 2015 be accepted as presented.

MOTION CARRIED  
Unanimous

(i) Accounts Payable in the amount of \$795,170.20

**Motion 15:10:08**

Moved by Councillor Sernecky that Accounts Payable in the amounts of \$457,607.49, \$128,781.58, \$11,174.19 & \$197,606.94 for the period ending October 2, 2015 for a total amount of \$795,170.20 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Richards

- Sept/Oct- Various meetings with CAO G. Switenky re: agenda, signing cheques, etc.
- Oct 6 - Candidate Forum.

(b) Councillor Bachman

- Sept 16 - Public Open House re: Regional Master Drainage.
- Sept 21 - FCSS Meeting.
- Sept 22 - Stettler Ag. Society Meeting.
- Sept 23 - Pheasant Festival Meeting.
- Sept 24 - Library Board Meeting.
- Sept 30 - Pheasant Festival.
- Oct 6 - Federal Election Forum.

(c) Councillor Brown

- No report – absent from meeting.

(d) Councillor Campbell

- Sept 16 - Rodeo Meeting.
- Sept 17 - RDRMUG Executive & Regular Meeting.
  - MPC Meeting.
- Sept 21/25 - AUMA Convention in Calgary.
- Oct 6 - SWMA Meeting.
  - Federal Election Forum.

(e) Councillor Fischer

- No report – absent from meeting.

(f) Councillor Nolls

- Sept 16 - County of Stettler Housing Authority Meeting.
  - Public Open House re: Regional Master Drainage.
  - Steel Wheel Stampede Meeting.
- Sept 17 - MPC Meeting.
  - County of Stettler Housing Authority Meeting.
- Sept 21 - Stettler Museum Meeting.
- Sept 23/25 - AUMA Convention in Calgary.
- Sept 28 - Accepted \$1,000 donation from ATCO at the Transfer Site.
- Sept 30 to Oct 2
  - Under the Big Top Recycling Conference in Banff.
- Oct 3/4 - Decorated the courthouse for the “Night of the Booseum”.
- Oct 6 - Stettler Waste Management Authority.
  - Candidates Forum at the Community Hall.

(g) Councillor Sernecky

- Sept 21 - Stettler & District Ambulance Association Meeting re: policies for accreditation.
- Sept 22 - Represented the Town at the Class on Wheels at the Library.
- Sept 22/25 - AUMA Convention in Calgary.
- Sept 28/29 - Unloaded and set up gymnastics equipment.

- Sept 30 - Represented the Town and helped plant tulips at the Museum with the Grade 5 Class.
- Sept 25/26 - Rummage Sale.
- Sept 26 - Raised \$345 at the gymnastics concession – all items donated by Sean's No Frills.
- Sept 27 - Rummage Sale cleanup.

8. **Minutes:**
- (a) Parkland Regional Library Board Meeting of September 10, 2015
  - (b) Stettler District Ambulance Association Meeting of September 21, 2015

**Motion 15:10:09**

Moved by Councillor Campbell that the Town of Stettler Council accept the minutes, items 8(a) & 8(b) as presented.

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:**
- (a) AUMA/AAMDC – MGA Review
  - (b) RARB Recruitment
  - (c) MGA Review

**Motion 15:10:10**

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

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) None
13. **In-Camera Session:**
- (a) Legal Matter
  - (b) Personnel Matter

**Motion 15:10:11**

Moved by Councillor Nolls that the Town of Stettler Council proceed into an In-Camera Session with the CAO present to discuss the In-Camera item.

MOTION CARRIED  
Unanimous at 7:40 p.m.

CAO G. Switenky departed the meeting at 8:07 p.m.

**Motion 15:10:12**

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

MOTION CARRIED  
Unanimous at 8:42 p.m.

14. Adjournment:

**Motion 15:10:13**

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

MOTION CARRIED  
Unanimous at 8:43 p.m.

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Mayor

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Assistant CAO