

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 20, 2005 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor J. Hunter

Councillors S. Hurley, G. Majeran, D. Richards &
L. Thorogood

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

Press (2)

Absent: Councillors A. Campbell & R. Peeples

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

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

Motion 05:09:22 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 September 6, 2005

Motion 05:09:23 Moved by Councillor Thorogood that the Minutes of the Regular Meeting of Council held on September 6, 2005 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 6, 2005 Minutes

None

(b) Minutes of the Committee of the Whole Meeting held September 13, 2005

Motion 05:09:24 Moved by Councillor Hurley that the Minutes of the Committee of the Whole Meeting held on September 13, 2005 be approved as presented.

MOTION CARRIED
Unanimous

(c) Business Arising from the September 13, 2005 Minutes

A Regional Water Meeting will be held in Castor on October 13, 2005 at 7:00 p.m.

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

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

6. **Administration:**

(a) Memo re: Red Deer Municipal Users Group Business Plan/Per Capita Fee

Town Manager, R. Stoutenberg explained that the Town is a member of the Red Deer River Municipal Users Group and briefly reviewed the Business Plan.

The Municipal Users Group is an association of 38 urban and rural municipalities with a shared interest in protecting the future of their communities by working towards ensuring an adequate, secure, sustainable source of water for the generations to come.

The group is different from the Red Deer River Watershed Alliance because it represents every municipality, and only municipalities, whereas the Alliance has representation from every sector. The Municipal Users Group's focus is on policy, particularly long-term sustainability, while the Alliance focuses more on immediate operational management matters affecting water quality and environmental impacts.

Town Manager, R. Stoutenberg noted that the main objectives of the Group are:

- to provide a forum for municipalities to discuss water supply, water use and water quality.
- serve as an advocate of municipal interests in the supply, use, delivery and quality of water.

The Municipal Users Group would appreciate if each Municipal Council would endorse the Business Plan. Their budget is based on a \$.50 per capita contribution by each of the 38 member municipalities (comprised of 183,000 Alberta citizens). This commitment does not start until 2006 and would generate funding of approximately \$90,000 a year.

Town of Stettler's Contribution - $5226 \times \$.50 = \$2,763$

They are requesting the Town of Stettler pay its contribution prior to January 2006 due to a couple of minor expenses which have to be paid in 2005. The contribution would be a pre-paid expense for 2006.

Discussion ensued regarding Council's previous commitment (April 19, 2005) of \$.50 per capita for 2005, which was not required to be paid as the Group was delayed in becoming organized.

Motion 05:09:25

Moved by Councillor Richards that the Town of Stettler Council:

1. Approve the Red Deer River Municipal Users Group Business Plan; and
2. Approve a Municipal Contribution of \$.50 per capita effective in 2006 but forwarded in late 2005 as a prepaid expenditure for 2006.

MOTION CARRIED
Unanimous

(b) Committee Recommendation

i. Regional Water

Motion 05:09:26

Moved by Councillor Thorogood that the Town of Stettler Council approves in principle participation in a Regional Water Commission subject to:

- 1) A report being prepared by a qualified independent professional, acceptable to the Town of Stettler, addressing: A fair market value determination for the water plant and relevant transmission assets.
- 2) A report being prepared by a qualified independent professional, acceptable to the Town of Stettler, identifying and quantifying: The opportunities lost/gained by the Town for participation, as well as options and recommendations that would provide adequate compensation/mitigation.
- 3) The Town of Stettler not be responsible for the costs associated with these reports.
- 4) The Town of Stettler's final determination that terms and conditions for the sale of the Town's water plant and transmission assets to the Regional Commission are acceptable and in the best interest of the Town of Stettler.

(c) Memo re: Subdivision Report 2005-13 – Lot 9, Block 7, Plan 762 1217

Town Manager, R. Stoutenberg explained that the purpose of this application is to divide the above referenced Industrial parcel into two equal parcels. The proposed parcel sizes conform to existing regulations as per land use Bylaw 1797-98. Long term use of the proposed parcel has been RV storage and repair since inception. The above referenced lot is currently serviced via water and force main sanitary sewer. The proposed division will pose no problems to either municipal service. The subject lands are located within the existing Industrial District located in the North East portion of the *Town of Stettler*.

Motion 05:09:27

Moved by Councillor Majeran that subdivision application 2005-13 re: John & Karen Simon to create two (2) industrial parcels as shown on the Tentative Plan 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 landowners(s) submissions, that the application be approved as per the 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*.
3. There are no major development constraints.

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. That the developer enters into a development agreement with respect to the provisions under *Section 655 of the Municipal Government Act Revised Statutes of Alberta, 2000 Chapter M-26* with and to the satisfaction of the Town of Stettler.
3. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements made thereto the Town of Stettler.

MOTION CARRIED
Unanimous

- (d) Memo re: Subdivision Report 2005-14 – Lots 3, 4 & 5, Block 5, Plan 792 1544

Town Manager, R. Stoutenberg explained that the purpose of this application is to create/re-size three (3) adjacent General Residential parcels. The interior property lines will be moved one (1) metre to the west to mitigate the impact of an existing ROW on the easterly lot. The proposed lots are currently serviced and will not require any changes to existing services. The subject lands are located within the existing community of Emmerson Estates located in the North West portion of the *Town of Stettler*. Existing property owners fully support this resizing.

Motion 05:09:28

Moved by Councillor Hurley that subdivision application 2005-14 re: Town of Stettler to create/re-size three (3) general residential parcels as shown on the Tentative Plan 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 landowners(s) submissions, that the application be approved as per the 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*.
3. There are no major development constraints.

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. That the developer enters into a development agreement with respect to the provisions under *Section 655 of the Municipal Government Act Revised Statutes of Alberta, 2000 Chapter M-26* with and to the satisfaction of the Town of Stettler.

MOTION CARRIED
Unanimous

- (e) Memo re: Land Use Amendment Request/Pheasant Ridge Holdings

Item 6(e) must be removed from the agenda as Mayor Hunter and Councillor Hurley have indicated that they would declare a possible conflict of interest which would result in a temporary loss of quorum.

Motion 05:09:29

Moved by Councillor Thorogood that the Town of Stettler Council table Land Use Bylaw Amendment Request/Pheasant Ridge Holdings to the next Council Meeting.

MOTION CARRIED
Unanimous

- (f) Memo re: Kelly Quarter Outline Plan

Town Manager, R. Stoutenberg explained that it is the staff's intention to create a regulatory document for Meadowlands to guide future subdivisions, development and control of land. Should the Town wish to make large quantities of land available to private development this document would also guide such use. The proposed Outline Plan will include a comprehensive document in both map and text forms displaying the integration between land use, municipal servicing and general design.

Discussion ensued regarding the need, cost and timing.

Motion 05:09:30

Moved by Councillor Richards that the Town of Stettler Council approve Administration's recommendation as follows:

1. That the Town make preparation for future residential growth by way of an Outline Plan for the undeveloped land in the NW ¼ Sec 36-38-20-4.
2. That the Town enter into a contract with Parkland Community Planning Services (PCPS) regarding the creation of an Outline Plan for the undeveloped land remaining in the NW ¼ Sec 36-38-20-4.
3. That money is allotted in the amount of \$20,000 for the planning component of an Outline Plan for the undeveloped land in the NW ¼ Sec 36-38-20-4.

MOTION CARRIED
Unanimous

- (g) Memo re: Chamber of Commerce/Letter of Request

This item was dealt with later in the meeting.

(h) 1139817 Alberta Ltd.

Mayor Hunter, with the mutual consent of Council, deferred discussion of this item, dealing with a land matter, to the In-Camera Session.

(i) October Newsletter Items

- Coats for Kids
- Turn Clock Back
- Annual Festival of Lights
- Bullarama – November 19
- Chamber of Commerce Dinner – October 20

(j) Update re: Leisure Centre

Town Manager, R. Stoutenberg informed Council that the parking area at the arena has been reduced due to a temporary working area expansion. Project costs remain within the contingency budget and construction is a little behind due to weather conditions.

(k) Bank Reconciliation as of August 31, 2005

Motion 05:09:31

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

MOTION CARRIED
Unanimous

(l) Accounts Payable in the amount of \$358,960.30

Motion 05:09:32

Moved by Councillor Hurley that Accounts Payable for the period ending September 15, 2005 in the amount of \$358,960.30 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 9 - Town Office duties.
- Sept 13 - Committee of the Whole Meeting.
- Sept 16 - Town Office duties and kick-off luncheon for United Way.
- Sept 17 - Communities In Bloom Provincial Awards banquet (4 blooms).
- Sept 20 - CAEP Meeting in Donalda.

(b) Councillor Campbell

- No report – absent from meeting.

(c) Councillor Hurley

- Sept 12 - Waste Management Meeting.
- Sept 13 - Committee of the Whole Meeting.
- Sept 15 - Health Symposium Meeting in Red Deer.

(d) Councillor Majeran

- Sept 13 - Committee of the Whole Meeting.

(e) Councillor Peeples

- Sept 8 - Red Deer River Municipal User Group Meeting in Drumheller.
- Sept 9 - Town & County Airport Board Meeting.
- Sept 12 - Stettler Waste Management Authority Meeting.
- Sept 13 - Committee of the Whole Meeting.
- Sept 14 - East Central Alberta Regional Water Meeting in Castor.

(f) Councillor Richards

- Sept 13 - Committee of the Whole Meeting.
- Sept 15 - Chamber of Commerce Meeting.
- Sept 19 - FCSS Meeting

(g) Councillor Thorogood

- Sept 10 - Attended forum for Kevin Sorenson in Strathmore with Peter Mackay as guest speaker.
- Sept 13 - Committee of the Whole Meeting.
- Sept 16 - Attended the United Way luncheon.
- Sept 19 - Meeting with Town Manager re: Parks & Leisure Proposal.
 - FCSS Meeting.

8. **Minutes:**

Motion 05:09:33

(a) Stettler Airport Board Meeting of September 9, 2005

Moved by Councillor Majeran 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) Patricia Blais - Recycling

Town Manager, R. Stoutenberg explained that a report/proposal is being prepared by Waste Management (Town's garbage collection contractor) to consider options for recycling.

Motion 05:09:34

Moved by Councillor Richards that correspondence item 11(a) be accepted for information.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None

13. **In-Camera Session:** (a) Personnel Matter

6(h) Land Matter re: 1139817 Alberta Ltd.

Motion 05:09:35

Moved by Councillor Thorogood 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 item as presented on the In-Camera Agenda.

MOTION CARRIED
Unanimous at 7:34 p.m.

Motion 05:09:36

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

MOTION CARRIED
Unanimous at 8:12 p.m.

6. **Administration Con't** (g) Memo re: Chamber of Commerce/Letter of Request

Marlene Conibear entered the meeting at 8:12 p.m.

Director of Finance & Administration, G. Switenky summarized the financial position of the Stettler & District Chamber of Commerce for the 10 month period ended August 31, 2005.

M. Conibear requested \$10,000 from the Town to assist with budget obligations to the end of December 2005. The Directors of the Chamber have agreed to join the "One Stop Business Centre" for 2006. Membership renewals would therefore not be requested for 2006.

Discussion ensued regarding the Chamber's current financial state/affairs, obligations of the Chamber until the end of 2005 and the Town's historical funding of \$10,000 (and its purpose).

Mayor Hunter thanked M. Conibear for attending the Council Meeting.

Marlene Conibear departed the meeting at 8:49 p.m.

Mayor Hunter recessed the regular meeting at 8:49 p.m.

Mayor Hunter reconvened the regular meeting at 8:52 p.m.

Roundtable discussion continued regarding the possibility that although the Directors of the Chamber support being part of the "One Stop Business Centre" for funding, they intend on remaining autonomous.

Motion 05:09:37

Moved by Councillor Hurley that the Town of Stettler Council deny the request from the Stettler & District Chamber of Commerce for \$10,000 in funding. And further offer to immediately consolidate the financial position of the Chamber with the Marketing Corporation upon the Stettler & District Chamber of Commerce ceasing to exist as a legal and autonomous entity.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 05:09:38

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

MOTION CARRIED
Unanimous at 9:07 p.m.

Mayor

Director of Finance & Administration