

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, SEPTEMBER 21, 2004 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor Keith Ryder  
  
Councillors A. Campbell, J. Hunter, S. Hurley, G. Majeran &  
R. Peeples  
  
Town Manager R. Stoutenberg  
Director of Finance & Administration G. Switenky

**Absent:** Councillor D. Richards

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

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

**Motion 04:09:18** Moved by Councillor Peeples to approve the agenda as presented with the following additions:

12(a) Letter re: Alberta Urban Municipalities Association (AUMA)

12(b) Demolition Tax Refund

12(c) New RCMP Sgt. Kevin Picard - Residency

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held September 7, 2004

**Motion 04:09:19** Moved by Councillor Hunter that the Minutes of the Regular Meeting of Council held on September 7, 2004 be approved as amended as follows:

4. Citizen's Forum – correct the spelling of “officer”.

6. Regional Partnership Report – change “most” to “more”.

7. Council Reports – Add the word “and golf fundraiser” to Councillors Campbell, Majeran & Richards meeting report of September 4, 2004.

MOTION CARRIED  
Unanimous

(b) Business Arising from the September 7, 2004 Minutes

None

(c) Minutes of the Committee of the Whole Meeting held September 14, 2004

**Motion 04:09:20** Moved by Councillor Hurley that the Minutes of the Committee of the Whole held on September 14, 2004 be approved as presented.

MOTION CARRIED  
Unanimous

(d) Business Arising from the September 14, 2004 Minutes

Councillor Campbell inquired as to whether the geotechnical study proposed in the Parkdale Subdivision includes the entire subdivision or just a localized area? Town Manager, R. Stoutenberg responded that Committee supported the study for the entire subdivision.

4. Citizen's Forum: (a) Dealt with later in the meeting

5. Delegations: (a) None

6. Administration: (a) Memo re: Development of Emmerson Acres

Town Manager, R. Stoutenberg explained the history of the Emmerson Acres Subdivision since the 1980's and discussed the engineering principals supporting the development in a south to north direction.

Town Manager, R. Stoutenberg advised that due to an increase in demand for R2 – General Residential Development, expansion of the Emmerson Subdivision has occurred. The development of Emmerson estates Phase III, Lots 50- 56, Block 6, Plan 132 4304 was approved by Town Council on June 15, 2004. Six of the seven lots have been sold to date. Servicing of these lots will occur later this year. Consideration should be given to servicing additional lots at this time due to strong demand and servicing efficiencies.

Town Manager, R. Stoutenberg informed Council that in order to recover holding costs, new Emmerson lot prices will have to be increased by 10-20%.

Discussion ensued.

Councillor Peeples inquired as to whether the pricing on the remaining lots in Meadowlands should be reviewed to reflect a product differential? Town Manager, R. Stoutenberg informed Council that he will review the issue with staff and report back to Council.

**Motion 04:09:21**

Moved by Councillor Campbell that the Town of Stettler Council approve that Emmerson Estates servicing be expanded to include areas B, C & D at a cost of \$221,800 to be funded from 2004 lot sales revenue.

MOTION CARRIED  
Unanimous

**Motion 04:09:22**

Moved by Councillor Hunter that the Town of Stettler Council approve that should demand for lots in Emmerson Estates necessitate, the road work for area C & D be undertaken in 2005.

MOTION CARRIED  
Unanimous

(b) Committee Recommendations

i. Chamber of Commerce Funding Request

Mayor Ryder explained the memo as recommended by Committee of the Whole.

Councillor Campbell suggested that Administration correspond with the Chamber encouraging them to submit their budget and funding request earlier to correspond with the Town's budget process.

**Motion 04:09:23**

Moved by Councillor Campbell that the Town of Stettler Council approve 2004 funding in the amount of \$10,000 for the Stettler & District Chamber of Commerce.

MOTION CARRIED  
Unanimous

ii. Advanced Life Support (ALS)

Mayor Ryder explained the memo as recommended by Committee of the Whole.

**Motion 04:09:24**

Moved by Councillor Hurley that the Town of Stettler Council endorse the request of the Stettler Ambulance Authority to increase the level of service from Basic Life Support (BLS) to Advanced Life Support (ALS) and that ALS be implemented prior to the transfer of funding responsibility to the David Thompson Health Region (DTHR).

MOTION CARRIED  
Unanimous

iii. Regional Partnership

Mayor Ryder explained the memo as recommended by Committee of the Whole.

**Motion 04:09:25**

Moved by Councillor Campbell that the Town of Stettler Council authorizes the Town of Stettler to participate in, and submit Regional Partnership Initiative Implementation grant application for the Stettler Regional Partnership under the Alberta Municipal Affairs Regional Partnerships Initiative;

Further that the Town of Stettler Council agrees to contribute \$4.31 per capita towards the required 25 percent municipal financial contribution component of the implementation grant funding;

Further that the Town of Stettler Council agrees that the Town of Stettler be designated the managing partner of the Stettler Regional partnership for the purposes of receiving, administering, allocating, reporting and accounting for the grant funds on behalf of the partners;

And further that the Town of Stettler agrees to enter into, a Conditional Grant Agreement governing the purpose and use of the implementation grant funds if it is the managing partner, or if not agrees to abide by the terms of a conditional Grant Agreement signed by the managing partner on behalf of the other partner municipalities and/or approved participants governing the purpose and use of the implementation grant funds.

MOTION CARRIED  
Unanimous

iv. Council Remuneration

Mayor Ryder explained the memo as recommended by Committee of the Whole.

Discussion ensued regarding the consideration of a policy to direct that Council remuneration be reviewed on a regular basis.

**Motion 04:09:26**

Moved by Councillor Peebles that the Town of Stettler Council approve the following rate changes to Town policies:

Per Diem: Increase to \$150 per day or \$75 for up to 4 hours, including travel time.

Out-of-Town Mileage: Increase reimbursement rate to \$.40 per km.

Mayor Remuneration: Increase to \$1,050 per month.

Councillor Remuneration: Increase to \$700 per month.

And that Administration be authorized to make the appropriate amendments to Policy Number: II-3(b) Members of Council Remuneration and Council and Council Appointed Board Members at Large Reimbursement for Meetings, Subsistence and Accommodation; Policy Number: II-7(c) Subsistence and Accommodation; Policy Number: XVII-1(a) Emergency Response Unit and Fire Truck Fees, Policy Number: II-7(c)(i) Volunteer and Part Time Personnel (Subsistence, Mileage, Accommodation), and any other Policy which has set a mileage reimbursement.

And further that these amendments be effective for the pay period beginning October 27<sup>th</sup>, 2004.

MOTION CARRIED  
Unanimous

**Motion 04:09:27**

Moved by Councillor Majeran that the Town of Stettler amend Policy Number II-3(b) to include a provision that Council shall review the policy annually at the Organizational Meeting.

MOTION CARRIED (5 – 1)  
Opposed: Councillor Hunter

v. Paving of Lanes – Geotechnical Study of Parkdale Subdivision

Mayor Ryder explained the memo as recommended by Committee of the Whole.

Town Manager, R. Stoutenberg explained that the study will include survey data which will provide relevant engineering information.

Discussion ensued regarding the policy, costing, funding, timing and priorities.

**Motion 04:09:28**

Moved by Councillor Hurley that the Town of Stettler Council approve the undertaking of geotechnical testing, at an estimated cost of \$4,400 to determine feasibility and extent of engineering to provide asphalt lanes in the entire Parkdale Subdivision.

MOTION CARRIED (4 - 2)  
Opposed: Councillors Peebles  
& Hunter

4. **Citizen's Forum:** (a) 7:35 p.m. - No one was present at the Citizen's Forum

6. **Administration Con't:** (c) October Newsletter Items

Mayor Ryder reviewed the items noted on the agenda. Although there will be no Municipal Election on October 18<sup>th</sup>, because all nominated candidates were acclaimed, there will be a Vote on a Question – Smoking Bylaw. Items for the October newsletter include:

- Vote on a Question - Smoking Bylaw – Oct 18
- Heartland Youth Center's Haunted House – Oct 29
- Heartland Arts Troupe Performance
- Rotary Club's Annual Friendship Dinner – Nov 5
- Coats for Kids
- Meditation Labyrinth – West Stettler Park
- Senior's Drop-In Centre Weekly Activities
- Stettler Curling Club Regular Season Begins
- Educational Symposium – Oct 22
- Stettler Agricultural Society Bullarama – Nov 20

(d) Financial Indicator Graphs – Provincial Comparisons for 2003

Town Manager, R. Stoutenberg explained the memo and individual Financial Indicator Graphs prepared by Alberta Municipal Affairs. The graphs were plotted over a 5 year period categorizing financial information reported to the province by 19 urban communities with populations ranging from 3,501 – 6,000. The Town of Stettler compared favorably against the "Median" similar sized community.

- (e) Statement of Revenue & Expenses as of August 31, 2004

**Motion 04:09:29**

Moved by Councillor Hunter that the Statement of Revenue & Expenses as of August 31, 2004 be accepted as presented.

MOTION CARRIED  
Unanimous

- (f) Statement of Capital Activity as of August 31, 2004

**Motion 04:09:30**

Moved by Councillor Majeran that the Statement of Capital Activity as of August 31, 2004 be accepted as presented.

MOTION CARRIED  
Unanimous

- (g) Accounts Payable in the amount of \$590,074.15

**Motion 04:09:31**

Moved by Councillor Peeples that Accounts Payable for the period ending September 15, 2004 in the amount of \$590,074.15 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

- (a) Mayor Ryder

- Sept 8 - Joint Town/County Meeting.
- Sept 9 - Toured the new Wal-Mart store.
- Sept 14 - Committee of the Whole Meeting.
- Sept 15 - Heart Haven Volunteer appreciation supper.
- Sept 17 - Met with Clearview School Board re: Joint Facility Use Agreement.
  - United Way Kick-off.

- (b) Councillor Campbell

- Sept 8 - Chamber of Commerce Meeting.
- Sept 10 - Ambulance Board Meeting.
- Sept 11 - Stettler Health Service Foundation Golf Tournament.
- Sept 13 - Library Board Meeting.
- Sept 14 - Committee of the Whole Meeting.

- Sept 16 - Stettler Health Service Foundation Meeting.
- Parkland Regional Library Board Meeting.

-Sept 17 - Municipal Planning Commission Meeting.

(c) Councillor Hunter

- Sept 8 - Joint Town/County Meeting.
- Sept 14 - Committee of the Whole Meeting.
- Sept 17 - Municipal Planning Commission Meeting.

(d) Councillor Hurley

- Sept 8 - Joint Town/County Meeting.
- Sept 14 - Committee of the Whole Meeting.
- Sept 15 - Ag. Society Meeting re: parade 2005 – theme Centennial Days – Salute to Pioneers.
- Sept 16 - Centennial Celebration Meeting.
- Sept 19 - Brought greetings from the Town at the Victim Services Annual appreciation supper.

(e) Councillor Majeran

- Sept 8 - Joint Town/County Meeting.
- Sept 14 - Committee of the Whole Meeting.
- Sept 16 - County of Stettler Housing Authority Meeting.
- Sept 17 - Waste Management Meeting.

(f) Councillor Peebles

- Sept 8 - Joint Town/County Meeting.
- Sept 10 - Airport Board Meeting.
- Sept 14 - Committee of the Whole Meeting.
- Sept 16 - Centennial Celebration Meeting.
  - Red Deer River Municipal User Group Meeting.
- Sept 20 - FCSS Meeting.

(g) Councillor Richards

-No report – absent from meeting.

Mayor Ryder recessed the regular meeting at 8:05 p.m.

Mayor Ryder reconvened the regular meeting at 8:10 p.m.

8. **Minutes:**
- (a) Stettler Town & County Airport Board Meeting of September 10, 2004
  - (b) Trail of the Buffalo Tourism Association Meeting of June 23, 2004
  - (c) Leisure Centre Committee Meeting of September 7, 2004

**Motion 04:09:32**

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

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) None
11. **Correspondence:**
- (a) Farewell Celebration for MLA, Judy Gordon
  - (b) Heartland Youth Centre re: After-School Grants Program
  - (c) Smoke-Free Stettler Campaign – Special Guest Presentation
  - (d) Alberta Environment

**Motion 04:09:33**

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

MOTION CARRIED  
Unanimous

12. **Items Added:** (a) Letter re: Alberta Urban Municipalities Association (AUMA)

Town Manager, R. Stoutenberg explained the purpose of the correspondence. Council did not support the proposal of the AUMA to consider a process for the selection of a nominee as the Alberta Capital Finance Authority (ACFA) Director for Class D Shareholders. Mayor Ryder concluded that Council is comfortable with the existing nomination process for the ACFA. The AUMA will be informed of Council's position.

- (b) Demolition Tax Refund

Director of Finance & Administration, G. Switenky circulated a confidential memo informing Council of the property owner. This is to comply with the protection guidelines suggested by AB Municipal Affairs.



**Motion 04:09:34**

Moved by Councillor Majeran that the Town of Stettler Council approve a pro-rated property tax refund for Tax Roll #331260004 in the amount of \$152.17 as per Section 347 of the Municipal Government Act.

MOTION CARRIED  
Unanimous

(c) New RCMP Sgt. Kevin Picard - Residency

Town Manager, R. Stoutenberg explained that Town policy requires Town employees to reside within 20 minutes of the Town. The new RCMP Sgt. K. Picard has requested direction from Council respecting his residency.

Discussion ensued.

Mayor Ryder concluded that it would be Council's preference for the RCMP Sergeant to reside "in Town", however recognizes that given the current real estate market conditions, appropriate housing for Sgt. Picard and his family is extremely limited with the Town. Mayor Ryder confirmed Council's acceptance of the RCMP Sergeant potentially residing, within reason, outside Town boundaries.

13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.

14. **Adjournment:**

**Motion 04:09:35**

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

MOTION CARRIED  
Unanimous at 8:30 p.m.

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Mayor

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Director of Finance & Administration