

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, SEPTEMBER 7, 2004 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor K. Ryder

Councillors A. Campbell, S. Hurley, J. Hunter, G. Majeran,
R. Peeples & D. Richards

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

Press (2)
Public (2)

Absent: None

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

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

Motion 04:09:01 Moved by Councillor Hunter to approve the agenda as presented with the following changes and additions:

Reverse Order of Items:

- 6(a) Memo re: Joint Council Agenda Items
- 6(b) Regional Partnership Report

Add Items:

- 12(a) Memo re: Vote by Special Ballot – Local Authorities Election Act

- 13(a) In-Camera Session re: Personnel Matter

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held on August 17, 2004

Motion 04:09:02

Moved by Councillor Peeples that the Minutes of the Regular Meeting of Council held on August 17, 2004 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the August 17, 2004 Minutes

- (i) None

4. **Citizen's Forum:** (a) This item was dealt with later in the meeting.

5. **Delegations:** (a) 7:45 P.M. – Cpl. B. Hawker re: Update Stettler Policing Crime Trends

This Item was dealt with later in the meeting.

6. **Administration:** (a) Regional Partnership Report

Town Manager R. Stoutenberg summarized the memo . The service areas identified for shared regional consideration are: Fire Chief, Employee Safety Program, Bylaw Enforcement, Water and Wastewater, Senior Housing, Safety Codes and Business Development.

Alberta Municipal Affairs, through the Regional Partnership Initiative, will provide an implementation grant of up to \$150,000 to regional partnerships that have completed the exploratory phase (\$75,000 exploratory grant). The cost to each municipality for providing any or all of these services through a regional partnership will be significantly less than if each municipality attempted to secure the services on their own.

The estimated cost of each service and a draft cost sharing calculation was presented. Discussion ensued regarding the need for each service and the relative benefit to the region. It was noted that a significant part of the new costs associated with implementing these shared services would be offset by an anticipated 25% reduction in the funds required to support the County Housing Authority and utilization of the savings realized after the transfer of the funding responsibility for ambulance service to the David Thompson Health Region. Town Manager R. Stoutenberg explained that given these anticipated reductions, the Town of Stettler can rationalize the cost of participation in the full implementation of the proposed Regional Partnership Plan with very little financial impact on future budgets. Discussion ensued.

Mayor Ryder suspended the Regional Partnership discussion temporarily at 7:05 p.m. to open Citizen's Forum as scheduled on the Agenda.

4. **Citizen's Forum:** (a) 7:05 P.M. - Joe Gendre

Mr. Joe Gendre was present and inquired whether the proposed new Regional Fire Chief could also be the Safety Codes Officer? Town Manager R. Stoutenberg explained that the safety codes for the Fire discipline is different than a staff Safety Officer. The scope of the position would determine if the two could be combined.

Mayor Ryder closed the Citizen's Forum at 7:07 p.m.

6. **Administration Con't:** (a) Regional Partnership Report

Discussion continued regarding the local level of service/benefit to be provided with respect to various shared services. Town Manager R. Stoutenberg explained that there is a lot of flexibility available in considering the implementation of a Regional Partnership, however, the implementation plan must be specific upon submission to the government for funding. The application will itemize services to be regionalized and must include commitments from municipalities for shared funding. Once the implementation grant is approved, it is then that more specific operational details, timing and acceptable funding formulas will be required to be determined.

Mayor Ryder concluded discussion by reminding Council that input from the County is warranted and that this item is a primary topic for discussion at the Joint Meeting with the County on September 8th, 2004.

(b) Memo re: Background Information – Joint Agenda Items

Discussion re: Items for the 3:00 p.m. September 8, 2004
Joint Town & County Agenda at the County Office

Mayor Ryder informed Council that it is the Town's turn to Chair the Joint Meeting and prepare the Agenda.

Town Manager R. Stoutenberg summarized the memo. Discussion ensued regarding the upgrade of the ambulance service from Basic to Advanced Life Support (ALS). It was determined that there are too many unknowns given the timing of this proposed upgrade (during the transitional period) prior to the David Thompson Health Region (DTHR) taking over the funding responsibility for ambulance services in April 2005. There is uncertainty as to whether ALS would survive the transfer process to DTHR.

Mayor Ryder suspended the Joint Agenda discussion temporarily and recessed the regular meeting at 7:50 p.m.

Mayor Ryder reconvened the regular meeting at 7:56 p.m.

5. **Delegations:**

(a) 7:57 P.M. – Cpl. B. Hawker re: Update Stettler Policing Crime Trends

Cpl. B. Hawker and Cst. S. Lesyk entered the meeting at 7:57 p.m. Cpl. Hawker introduced a new member at the Stettler Detachment Cst. Stephanie Lesyk to Council.

Mayor Ryder welcomed the members and explained the community's concern with respect to a less than full compliment in Stettler, as well as, the concern over the limited service experience among members in the detachment. Cpl. Hawker responded that a new Detachment Commander is in the process of being relocated to Stettler, the Corporal's position (Operational NCO) will be filled once a qualified candidate is selected and the Division has advertised across Western Canada for a Constable with service experience to relocate to Stettler. Cpl. Hawker explained the complexity of relocating members within the RCMP. Discussion ensued.

Cpl. Hawker proceeded with presenting the "Mayor's Detailed Report" (dated January 1 to August 31, 2004) to Council. Statistics identified two areas of concern. Assaults and Mischief under \$5,000 (Vandalism) are both significantly up over the prior year. Discussion ensued.

Mayor Ryder expressed Council's appreciation towards the local members of the detachment and welcomed Cst. Lesyk to Stettler.

6. **Administration Con't:** (b) Memo re: Background Information – Joint Agenda Items

Discussion re: Items for the 3:00 p.m. September 8, 2004
Joint Town & County Agenda at the County Office

Discussion continued. It was the consensus of Council to support the change from Basic to Advanced Life Support prior to the transfer of ambulance funding responsibility to the David Thompson Health Region.

Town Manager R. Stoutenberg reviewed other agenda items for discussion at the Joint Meeting:

- * Regional Partnership Report.
- * Support for rebuilding and paving Cemetery Road.
- * The County to update Stettler Council on the status of the Airport Bylaw.
- * Councillor Peebles will present the FCSS Board's newly developed salary grid, for information purposes only.
- * Leisure Centre update by the Chairs of the Fundraising and Design Committees.

Discussion continued.

(c) Memo re: Plebiscite Question

Town Manager, R. Stoutenberg explained the correspondence from Ipsos Reid Corporation, a professional polling company, who provided the suggested wording for the plebiscite question on the proposed Smoking Bylaw.

Motion 04:09:03

Moved by Councillor Hunter that the Town of Stettler Council approve the wording on the Plebiscite Question as follows:

The Council of the Town of Stettler has been petitioned to pass a bylaw that will require all workplaces, including restaurants, bars and gaming establishments (such as bingo halls or casinos), and all public establishments (any place to which the public has access) to be completely smoke-free by July 1, 2005.

Do you support or oppose Council passing this bylaw?
Support/Oppose

MOTION CARRIED
Unanimous

(d) 2003-04 Strategy Update

Town Manager, R. Stoutenberg updated Council on the status of the Town's Strategic Plan and reported the results achieved, to date, on a goal to goal basis. Town Manager, R. Stoutenberg explained that this will be the final report card to Council on this plan. A new plan will be developed after the October 18, 2004 Municipal Election.

Motion 04:09:04

Moved by Councillor Campbell that the Town of Stettler Council approve the 2003-04 Strategy Update as presented.

MOTION CARRIED
Unanimous

(e) Memo re: Assessment Review Board Hearing

Director of Finance & Administration, G. Switenky explained the memo.

Motion 04:09:05

Moved by Councillor Peebles that the Town of Stettler Council ratify the date for the Assessment Review Board Hearing being October 5, 2004 at 6:00 p.m. in the Council Chambers.

MOTION CARRIED
Unanimous

- (f) Memo re: Bobcat (Skid Steer) Annual Municipal Trade-In Program

Town Manager, R. Stoutenberg explained the memo.

Motion 04:09:06

Moved by Councillor Campbell that the Town of Stettler Council sell the Town skid steer for \$28,000 and sign up for the Annual Municipal Trade-In Program.

MOTION CARRIED
Unanimous

- (g) Memo re: Tri-Plex Subdivision Report

Town Manager, R. Stoutenberg explained that the applicant is proposing to divide Lot 12 & South Half of Lot 11, Block 33, Plan 1850Z into three individual lots altering orientation resultant in frontage adjacent to 50th Avenue.

Motion 04:09:07

Moved by Councillor Hunter that the Town of Stettler Council approve Application #2004-07 subject to the following conditions:

1. That the Subdivision is to be effected by a plan of Subdivision.
2. That any outstanding property taxes on the land being subdivided are paid or satisfactory arrangements thereto to the Town of Stettler.
3. That the applicant(s) make satisfactory arrangements within the Town of Stettler in respect to the provisions of Section 655 of the *Municipal Government Act*, Chapter M26 of the RSA and amendments thereto with and to the satisfaction of the Town of Stettler.
4. That satisfactory arrangement is made and easement provided with utility companies in order to service the above referenced lots.
5. That the subdivision be approved in accordance with the July 16th, 2004 Municipal Planning Commission minutes.

MOTION CARRIED
Unanimous

- (h) Memo re: Facility Naming Guidelines

Mayor Ryder summarized the correspondence from Mr. Chitrenky. The information will be provided to the September Parks & Leisure Board Meeting.

Motion 04:09:08

Moved by Councillor Majeran that the Town of Stettler Council receive the information supplied by Mr. Chitrenky respecting facility naming guidelines.

MOTION CARRIED
Unanimous

(i) Town Manager's Report

Motion 04:09:09

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

MOTION CARRIED
Unanimous

(j) Bank Reconciliation as of July 31, 2004

Motion 04:09:10

Moved by Councillor Peeples that the Bank Reconciliation as of July 31, 2004 be accepted as presented.

MOTION CARRIED
Unanimous

(k) Accounts Payable in the amount of \$497,869.62

Motion 04:09:11

Moved by Councillor Richards that Accounts Payable for the period ending September 1, 2004 in the amount of \$497,869.62 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Ryder

- Aug 5 - Communities in Bloom Meeting.
- Sept 1 - Attended Provincial Centennial Kick-off at the Alberta Legislature. Also had opportunity to meet with Mr. Zwozdesky, Minister of Community Development regarding Legacy Grant funding.
- Sept 2 - Marketing Board Meeting.
- Beautification Committee Meeting.
- Sept 3 - Informal meeting with County Reeve and the new County Chief Administrative Officer, Mr. Larry Goodhope.
- Sept 4 - Attended P.C. supper in Drumheller in support of Shirley McClellan, Minister of Agriculture/Deputy Premier.
- Sept 7 - Leisure Centre Meeting.

(b) Councillor Campbell

- Aug 17 - Greeted Communities in Bloom judges and attended supper at 6:00 p.m.
- Aug 24 - Hospital Services Foundation Meeting.
- Regional Partnership Meeting.
- Aug 31 - Met with ratepayer re: unsightly premises.
- Downtown Business Revitalization Meeting.
- Sept 2 - Marketing Board Meeting.
- Beautification Committee Meeting.
- Sept 4 - Attended P.C. supper and golf fundraiser in Drumheller in support of Shirley McClellan, Minister of Agriculture/Deputy Premier.

(c) Councillor Hunter

- Sept 7 - Leisure Centre Meeting.

(d) Councillor Hurley

- Sept 4 - Attended P.C. supper in Drumheller in support of Shirley McClellan, Minister of Agriculture/Deputy Premier.
- Sept 7 - Centennial Planning Committee re: opening and closing ceremonies.

(e) Councillor Majeran

- Aug 18 - County of Stettler Housing Authority.
- Aug 31 - Open meeting to discuss formation of a Business Revitalization Zone.
- Sept 4 - Attended P.C. supper and golf fundraiser in Drumheller in support of Shirley McClellan, Minister of Agriculture/Deputy Premier.

(f) Councillor Peeples

- No report.

(g) Councillor Richards

- Sept 2 - Marketing Board Meeting.
- Sept 4 - Attended P.C. supper and golf fundraiser in Drumheller in support of Shirley McClellan, Minister of Agriculture/Deputy Premier.

8. **Minutes:**

- (a) Stettler Regional Partnership Committee Meeting of August 24, 2004
- (b) Stettler Town & Country Museum Meeting of July 19, 2004
- (c) Subdivision & Development Appeal Board Meeting of August 23, 2004

(d) Heartland Beautification Meeting of September 2, 2004

(e) Marketing Corporation Meeting of September 2, 2004

Motion: 04:09:12

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

MOTION CARRIED
Unanimous

9. **Public Hearings:** (a) None

10. **Bylaws:** (a) None

11. **Correspondence:** (a) Workshop for Elected Councils

(b) Canadian Diabetes Association

(c) Tobacco Control Update

(d) Sign Up Alberta – Alberta's New Tourism Signing Program

(e) Alberta Centennial Legacy Per Capita Municipal Grant Program re: County of Stettler, Village of Donaldia, Summer Village of Rochon Sands, Village of Gadsby & Village of Botha

Motion: 04:09:13

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

MOTION CARRIED
Unanimous

12. **Items Added:** (a) Memo re: Vote by Special Ballot – Local Authorities Election Act

Director of Finance & Administration, G. Switenky reviewed the memo.

Motion: 04:09:14

Moved by Councillor Majeran that the Town of Stettler Council approve Administration's recommendation that the Town of Stettler not provide a Vote by Special Ballot, as per Section 77.1 to 77.3 of the Local Authorities Election Act for the 2004 General Election.

MOTION CARRIED
Unanimous

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

Motion 04:09:15

Moved by Councillor Peeples that the Town of Stettler Council proceed into an In-Camera Session with the Town Manager and Director of Finance & Administration present to discuss a personnel matter.

MOTION CARRIED
Unanimous at 9:44 p.m.

Motion 04:09:16

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

MOTION CARRIED
Unanimous at 9:54 p.m.

14. **Adjournment:**

Motion 04:09:17

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

MOTION CARRIED
Unanimous at 9:55 p.m.

Mayor

Director of Finance & Administration