

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL
HELD MONDAY MACH 9TH, 2026 AT THE STAVELY TOWN OFFICE.**

COUNCIL PRESENT: Mayor: Ramona Whittingham Councilors: Janice Binmore, Don Norby, Tim Martin, Dale Gugala, Bob Elliot and Todd Hill.

STAFF PRESENT: CAO-Dacia Sundquist, TOWN FOREMAN-Jim Watson

TOWN RESIDENT(S): Twilla Chocolik

ABSENT:

Mayor Whittingham called the meeting to order at 7:02 p.m.

AGENDA

MOTION #26-34

Moved by Councilor Elliott that the agenda be accepted as presented.

MOTION CARRIED

**CONFIRMATION
OF MINUTES**

MOTION #26-35

Council reviewed the minutes of the February 16th, 2026, regular council meeting.

Moved by Councilor Martin to adopt the minutes as presented.

MOTION CARRIED

DELEGATIONS

No Delegations

**NEW BUSINESS
KEY PRIORITIES**

MOTION #26-36

Town of Stavely Key Priorities provided by the MD of Willow Creek to align with the GOA regulation. Councilor Binmore moved to adopt the priorities as presented.

MOTION CARRIED

**RFD-2026-12
STAVELY REC
BOARD FUNDING
REQUEST 2025**

MOTION #26-37

Stavely Recreation Board allocates funds provided to them from the Town of Stavely to groups within the community in order to facilitate recreational programs. Councilor Elliott moved to approve the Stavely Rec Board allocations, with additions to the Stavely Golf Club, Stavely Sports Association and \$500 towards the Stavely Recreation Board Reserve account, totaling \$15,000.

MOTION CARRIED

REPORTS

Mayor Whittingham – Attended a Grants Writing course. Attended PAC Meeting with Carla from LRSD in attendance. Attended Museum meeting. Virtually attended South Mayors and Reeves with over 200M Mayors & Reeves in attendance.

Clr. Norby – Nothing to report.

Clr. Binmore – Nothing to report.

Clr. Gugala – Nothing to report.

Clr. Martin – Nothing to report.

Clr. Elliot – Attended Golden Age Meeting.

Clr. Hill – Attended Library Meeting.

Foreman Watson – Update on projects / equipment / operations:

Projects that are upcoming or continuing:

Working with insurance to repair the front wheel drive shaft on the backhoe. Unit is still operational, just no 4-wheel drive.

We have been receiving some water well information that is helpful going forward. This is all part of our ground water monitoring program.

RW
JH

We recently burned the tree pile at the lagoon, and public works will be presenting an option or two on how we can remove all of the large tree trunks.

There have been a few inquiries if we can get some paving done this summer. Public Works fully plans on locating a paving company that will come to Stavely. There now are a few locations for pavement patching.

CAO Sundquist –

Attended:

- Discussions with MD regarding the Stavely Fire Service-review of a 2008 agreement/bylaw- Feb 24th
- Endpoint Waste Presentation-Claresholm Council Chambers @ 3:30pm-Councilor Norby attended
- Property Tax Recovery Training by Municipal Affairs-Feb 25-26, 1-4pm each day
- Coffee with Council-Feb 25th
- Several EM preparation meeting for the anticipated Functional Exercise at the end of March
- Ramona and I met with Bob Wilke and Team-this afternoon

Ongoing:

- Husted Subdivision-MCP was at 6pm this evening for a decision
- LUB Bylaw updates continue-no ETA of first draft established yet
- Playschool Teacher-no applicants
- All 2025 LGFF, MSI & CCBF Grants have been submitted-awaiting approval
- Bylaw to serve 11 people with fines for “failure to register their dogs”.
- Outstanding utilities will result in water shut offs in 2026-currently 2 properties are shut off
- Reviewing the Stavely School EM Plan
- Still closing gaps for our 2023 MAP Review-only about 6 small things to satisfy by May
- EFT TIPPS payments

Completed:

- Year End Audit Prep-Auditors on site Feb 17-19, 2026
- Utility Easement from lawyer, Settlement Agreement & survey completed
- Property Tax Recovery Training by Municipal Affairs-Feb 25-26, 1-4pm each day
- Tax Assessment Audit was completed by the GOA-awaiting Minister approval before sharing
- T4's and Submission to CRA
- WCB, LAPP and other year end reporting
- Received 2024 & 2025 CCBF payments for a total of \$164K

Upcoming:

- ICF Meeting-Town of Nanton-March 11 @ 6pm-with Ramona and Bob
- Mock EM Scenario March 30-April 1-MD of Ranchlands
- Liaison Officer Training-April 8-9-Okotoks

Exercised Natural Person Powers:

- Amendment to the CM agreement-(just inserting the updated new location)
- Settlement Agreement-previous RFD resolution

CORRESPONDENCE

- 2026 MA Awards
 - Enforcement Services Report
 - AB Munis – Preliminary Analysis of AB's 2026 Budget Review
 - ORRSC Winter Periodical – Secondary Suites
- Councilor Gugala moved to adopt the correspondence for information.

MOTION #26-38

MOTION CARRIED

BYLAWS/POLICIES

**WASTE BYLAW
#897**

A Bylaw of the Municipality of the Town of Stavelly in the Province of Alberta to provide safe handling and understanding of the Solid Waste Program.

Councilor Binmore moved to give the first reading to Bylaw #897

MOTION #26-39

MOTION CARRIED

**WATER &
WASTEWATER
BYLAW
#898**

A Bylaw of the Town of Stavelly in the Province of Alberta to regulate the provisions, use, operation and protection of Municipal Water and Wastewater services. Councilor Martin moved to give the first reading to Bylaw #898.

MOTION #26-40

MOTION CARRIED

**LAND USE
AMENDMENT
BYLAW
#895**

A Bylaw to change zoning approved by the MPC Board from IN (Industrial) to PI (Public Institution).

MOTION #26-41

Councilor Gugala moved to give the first reading to Bylaw #895

MOTION CARRIED

MOTION #26-42

Councilor Martin moved to give second reading to Bylaw #895

MOTION CARRIED

MOTION #26-43

Councilor Elliott moved to give third and final reading to Bylaw #895 since all motions were carried unanimously.

MOTION CARRIED

MOTION #26-44

Councilor Hill moved to give third reading to Bylaw #895

MOTION CARRIED

Bylaw #895 is now in effect

FINANCIAL

A/P

Moved by Councillor Norby to pay cheques from February 17th – March 9th, 2026, in the amount of \$111,258.39.

MOTION #26-45

MOTION CARRIED

JAN BANK REC

MOTION #26-46

Councillor Martin moved to accept the January Bank Rec as presented.

MOTION CARRIED

CONFIDENTIAL

Councilor Martin moved the meeting in camera at 7:56p.m to discuss ATIA Section 17-Disclosure harmful to the personal privacy and Section 20-Disclosure harmful to business interest of the third party.

MOTION #26-47

MOTION CARRIED

MOTION #26-48

Councilor Hill moved the meeting out of camera at 8:25p.m.

MOTION CARRIED

ADJOURNMENT

No further business discussed at this time. The meeting was adjourned at 8:26p.m.

TOWN OF STAVELY



Mayor / Deputy Mayor



Chief Administrative Officer

RW

