

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL
HELD MONDAY APRIL 13TH, 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 (via Teams Meeting), TOWN FOREMAN-Jim Watson, CCOC-Navine Medicott

TOWN RESIDENT(S): Diana Cieslak

ABSENT:

Mayor Whittingham called the meeting to order at 6:59p.m.

AGENDA

MOTION #26-76

Moved by Councilor Norby that the agenda be accepted as presented.
MOTION CARRIED

**CONFIRMATION
OF MINUTES**

MOTION #26-77

Council reviewed the minutes of the March 23rd, 2026, regular council meeting.
Moved by Councilor Hill to adopt the minutes as presented.
MOTION CARRIED

MOTION #26-78

Council reviewed the minutes of the Special Meeting, April 7th, 2026.
Moved by Councilor Hill to adopt the minutes as presented.
MOTION CARRIED

DELEGATIONS

No Delegations

NEW BUSINESS

**RFD-2026-18
SETTING 2026 TAX
RECOVERY SALE
DATES
MOTION #26-79**

As per the MGA Section 419(1) Council is to set a date for the annual tax recovery sale of properties with tax arrears. Councilor Binmore moved to set the date of the annual tax recovery sale for September 1st, 2026.
MOTION CARRIED

REPORTS

Mayor Whittingham – Attended PAC meeting, attended meeting with mayor and reeves.
Clr. Norby – Landfill meeting this upcoming Wednesday was cancelled due to health concerns.
Clr. Binmore – Nothing to report
Clr. Gugala – Attended ABSW last week
Clr. Martin – Attended Golf Meeting – spring clean-up will be held April 25th.
Clr. Elliot – Nothing to report.
Clr. Hill – Nothing to report.

Foreman Watson – Update on projects / equipment / operations:

- We are still waiting for parts to be available for the backhoe repair.
- The auction site is up and running with bids coming in for the Farm King 3 pt hitch mower, and the John Deere zero turn mower.
- Public works is now trying a different gopher poison. This product is better adapted to our bait stations and is still workable for our municipal standards.
- Coordination plans are being developed for water meter replacement in a few remaining properties.

RW DS

- Preventative maintenance is being performed at the water plant for distribution pumps, and transfer pumps.
- It has been 6 months using our new garbage truck. Everything seems to be working well.
- We have received more of our lagoon treatment, and that product will be added to the effluent water throughout the summer season.
- Staff reviewed OH&S procedures recently in a safety meeting. Public Works feels with Navine's help that as a group we are compliant with the safety code.

CAO Sundquist –

Attended:

- Mock EM Scenario March 30-April 1-MD of Ranchlands
- Liaison Officer Training-April 8-9-Okotoks-I withdrew from attending. I will attend later this year in Lethbridge.

Ongoing:

- Playschool will end April 30th, FCSS has not been successful in finding a replacement teacher. Stavely School, Playschool Parents and FCSS Board are aware of the closure.
- I'm exploring a third party company to start processing payroll.
- Still closing gaps for our 2023 MAP Review-only about 3 small things to satisfy by May
- EFT TIPPS payments-taxpayers will be able to choose between the 2nd or 4th Thursday of the month-hope to have all on by end of May.
- Town of Stavely Business Continuity Plan is rolling out this week, last completed in 2020 but lacked specific detail. This is being done by both Admin and PW Departments.
- Park Enterprises is catching up on some compliance files and have met some resistance by some residents. Together with ORRSC we have been navigating through it.
- Made some upgrades to the accounting system so that email functionality will work.
- Working with IT (Doug and the MD) to get our security cameras and digital access that will enable the codes on the building to be changed-there is currently no way of doing so.
- Stavely FCSS received a grant to assist with celebrating National Volunteer Week, April 19-25th, 2026. Stavely Community Small Hall, April 24th, 3-6pm (drop-in), please attend if you can.
- Extensive amount of time spent on dealing with an employment matter.

Completed:

- Survey of Husted Subdivision-papers are at Land Titles
- Our financial statements should be completed within the next couple of weeks.
- 2025 Final FCSS Reporting
- Added an additional spam email filter to all Town emails due to the rising cases of compromised Municipal email accounts.

Upcoming:

- LUB Bylaw updates continue-Gavin and I meet April 21st to review the first draft.
- Stavely School EM Plan-Kelly and I will meet with Stavely School on April 28th to review.
- Lease renewals

CORRESPONDENCE

- MEP (Municipal Emergency Plan) Feedback Review
- ABSW Bulletin
- Assessment Model Review – Letter from Minister
- ACP Response
- Alberta Electoral Boundaries Changes
- Inquiry for Collision info at HWY2 and 55 Ave
- Voting at Council Meeting Information

Councilor Martin moved to adopt the correspondence for information.

MOTION #26-80

MOTION CARRIED

BYLAWS/POLICIES

No Bylaws

FINANCIAL

A/P

Moved by Councillor Norby to pay cheques from March 23rd – April 13th in the amount of \$123,781.69

MOTION #26-81

MOTION CARRIED

FEB BANK REC

Councillor Hill moved to accept the February Bank Rec as presented.

MOTION #26-82

MOTION CARRIED

CONFIDENTIAL

Councilor Hill moved the meeting in camera at 7:21p.m to discuss ATIA Section 17-Disclosure harmful to the personal privacy.

MOTION #26-83

MOTION CARRIED

Councilor Hill moved the meeting out of camera at 8:16p.m.

MOTION #26-84

MOTION CARRIED

Councilor Martin moved that Council proceed with Administrative Leave with Pay for the Stavely Deputy Fire Chief effective immediately; And further, that Administration be authorized to take all necessary steps to implement this decision.

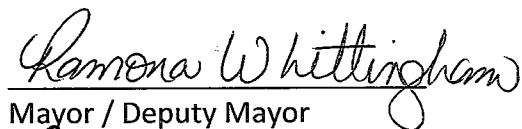
MOTION #26-85

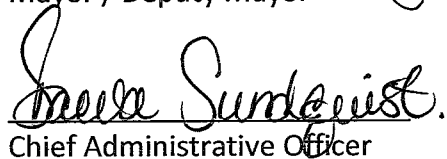
MOTION CARRIED

ADJOURNMENT

No further business discussed at this time. The meeting was adjourned at 8:20p.m.

TOWN OF STAVELY


Mayor / Deputy Mayor


Chief Administrative Officer

