

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL
HELD MONDAY MAY 26TH, 2025 AT THE STAVELY TOWN OFFICE.**

COUNCIL PRESENT: Mayor: Gentry Hall Councilors: Ramona Whittingham, Janice Binmore, Don Norby, Tim Martin, Dale Gugala and Michael Varey.

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

TOWN RESIDENT(S): Bob Elliot and Christopher Robbins

ABSENT:

Mayor Hall called the meeting to order at 6:56 p.m.

AGENDA
MOTION #25-104 Moved by Councilor Norby that the agenda be accepted as presented.
MOTION CARRIED

CONFIRMATION OF MINUTES
Council reviewed the minutes of the May 12th, 2025, regular council meeting.
MOTION #25-105 Moved by Councilor Martin to adopt the minutes as presented.
MOTION CARRIED

DELEGATIONS
Presentation of the 2024 Financial Statements by Auditor, Darryl Scase.
Darryl Scase left the meeting at 7:11p.m.

NEW BUSINESS
RFD-2025-38
SELLING UNUSED PUBLIC WORKS EQUIPMENT
Public Works to sell the Farm King mower, clean out bucket, small snow plow, rear ripper/scarifier and dump trailer at the upcoming June 21st Starling Auction. Council Whittingham moved to approve the selling of the listed items at the Starling Auction with a reserve of \$3000 on the dump trailer.
MOTION #25-106 **MOTION CARRIED**

RFD-2025-39
TOWN OFFICE PRIVACY UPGRADES
Minor renovations downstairs would provide privacy and reduce the need for The Town of Stavely and ATB to cross paths so much. Councilor Binmore moved to approve the renovation downstairs to be completed by Bryon Westwell who quoted \$4000 which will be paid by the Reserve GL for Town Office Furniture.
MOTION #25-107 **MOTION CARRIED**

RFD-2025-40
MILL RATE DETERMINATION
Annually council must determine the 2025 Mill Rate. Councilor Varey moved to maintain the 2025 Assessment split of 86% Residential and 14% Non-Residential resulting in a 9.3899 overall mill rate for residential and a 10.6689 overall mill rate for Non-residential.
MOTION #25-108 **MOTION CARRIED**
Councilor Gugala moved to enforce a minimum municipal tax levy of \$500 on all properties in the Town of Stavely for 2025.
MOTION #25-109 **MOTION CARRIED**

REPORTS
Mayor Hall – Nothing to report. Is unable to attend PHYs, Ramona will be attending in his place.
Clr. Whittingham – Attended PAC Meeting. Attended Library Meeting – wanted to send a thank you to the Town.
Clr. Norby – Will be attending a Landfill Meeting tomorrow – received 6 applications with no experience.
Clr. Varey – Nothing to Report.

SS PW

Clr. Binmore – PHL units will be completed in October. Attended Youth Hall meeting – they are in need of siding.

Clr. Gugala – Nothing to Report.

Clr. Martin – Nothing to Report.

Foreman Watson – Update on projects / equipment / operations:

- The new fill station is about ready to go. Just completing work on the last components to allow users to fill. We may hold off using the new site until after June 4th, as there are water upgrades going on that week, and we won't want the fill station operating.
- SCADA upgrades at the water plant are now scheduled for the first week of June. It will be two or three days of work for the engineering company, and an electrical contractor.
- We have approved two contractors to work on pavement crack filling. The reason for this is to compare how their processes work on our streets.
- The town mowing position has started. This position is also being connected to the community mowing work that has been approved. What it means is that the same person will work in both areas.

Upcoming:

- The entrance to Harvest Hills continues to have water problems on the street. That means water from rainstorms is very slow to move to the proper water course. So, a puddle forms in the street corner. Currently no water is going onto private property. Public works will work with contractors to come up with solution options, and cost variables to solve the issues.
- Hydrant repair company will be in town this week to work on 4 hydrants that are not draining properly. These hydrants have always been operational, but a problem for public works in the wintertime, if they don't drain down.

CAO Sundquist –

Attended:

- DEM Networking-MD of Taber-May 13
- Vulcan County-ESS Exercise & Workshop-May 21 & 22
- Joint Emergency Agency Meeting-May 23-attended virtually

Ongoing:

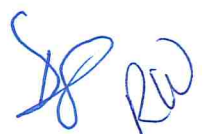
- Clean up order given to 5066 50th-50 days is past-clean up is booked for tomorrow.
- LUB update continues with ORRSC-dust is collecting on this project right now.
- Cemetery GIS records updates-Spreadsheets complete-now just need to transfer info to GIS.
- Development Applications-MPC May 26th
- Switching all phones to VOIP phones-TELUS is stalled at the moment.
- Development of ESS Plan with MD of Willow Creek

Completed:

- Elections Database Training
- Community Mowing position tabulation
- EPR Finalization
- Weekly letters to property owners who are violating Community Standards-Bylaw will follow up with all notifications.
- Clean up at 123 Park Crescent-renter debris

Upcoming:

- Catalis (Muniware) offered us free EFT service.
- Tax Rate Bylaw
- ORRSC-Subdivision & Appeal Training-Navine & I-May 29
- Sale of Old Town Office Building
- Traffic Bylaw
- Community Standards-amendment to wording
- Secure Elections workers
- Rodeo-Sand Pile for kids



CORRESPONDENCE

No correspondence.

BYLAWS/POLICIES

2025 BORROWING BYLAW #885

Annually the Town of Stavelly must pass a General Operating Expense-Borrowing Bylaw as per ATB requirement.

Councilor Norby moved to give first reading to Bylaw #885 General Operating Expense-Borrowing.

MOTION #25-110

MOTION CARRIED

Councilor Martin moved to give second reading to Bylaw #885 885 General Operating Expense-Borrowing.

MOTION #25-111

MOTION CARRIED

Councilor Whittingham moved to give third and final reading to Bylaw #885 General Operating Expense-Borrowing since all motions were carried unanimously.

MOTION #25-112

MOTION CARRIED

Councilor Varey moved to give third reading to Bylaw #885 885 General Operating Expense-Borrowing.

MOTION #25-113

MOTION CARRIED

Bylaw #885 is now in effect

FINANCIAL

A/P

Moved by Councillor Norby to pay cheques 20250271-20250299 in the amount of \$14,257.96.

MOTION #25-114

MOTION CARRIED

APRIL BANK REC

Councillor Gugala moved to accept the April Bank Rec as presented.

MOTION #25-115

MOTION CARRIED

CONFIDENTIAL

Councilor Martin moved the meeting in camera at 7:58pm to discuss FOIP Section 17 - Disclosure harmful to personal privacy.

MOTION #25-116

MOTION CARRIED

Councilor Martin moved the meeting out of camera at 8:15pm.

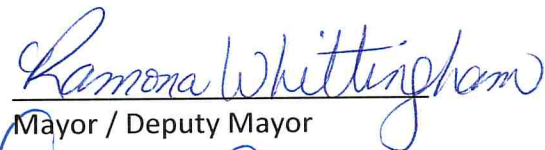
MOTION #25-117

MOTION CARRIED

ADJOURNMENT

No further business discussed at this time. The meeting was adjourned at 8:16pm.

TOWN OF STAVELY


Mayor / Deputy Mayor


Chief Administrative Officer