

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL
HELD MONDAY FEBRUARY 16TH, 2026 AT THE STAVELY TOWN OFFICE.**

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

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

TOWN RESIDENT(S):

ABSENT: Dale Gugala

Mayor Whittingham called the meeting to order at 7:01 p.m.

AGENDA

MOTION #26-12

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

MOTION CARRIED

**CONFIRMATION
OF MINUTES**

MOTION #26-13

Council reviewed the minutes of the January 26th, 2026, regular council meeting.

Moved by Councilor Binmore to adopt the minutes as presented.

MOTION CARRIED

DELEGATIONS

Sean Miles from ABSW arrived at 7:10 p.m. to present the Investment Development Director position to council.

Sean Miles left at 7:29.

NEW BUSINESS

RFD-2026-09

**WATER & SEWER
CAPITAL
CONTRIBUTION
CHAGES CLARITY**

MOTION #26-14

Request Council's direction on the wording of the revised Water & Sewer Bylaw related to the application of flat rate charges on vacant properties. Councilor Hill sewer charges to amend the bylaw to apply flat rate water and sewer charges only to properties that have a structure or are connected to municipal water and/or sewer mains, whether the service is utilized (active) or not.

MOTION CARRIED

RFD-2026-10

**WATER BYLAW
CHARGES CLARITY**

MOTION #26-15

If Council's intent is that waste charges apply to all developed properties capable of receiving service, the bylaw wording should be clarified accordingly. Councilor Binmore moved to suggest that Administration add "Every Owner of an Improved Property within the Town where municipal waste collection service is available shall pay the flat rate garbage service charge established by Council, whether or not the service is utilized".

MOTION CARRIED

REPORTS

Mayor Whittingham – Attended PAC Meeting – Discussed surveys, 2 schools 1 book, March public speaking, field trip to Buffalo Jump

Clr. Norby – Attended Landfill Meeting – accountant attended meeting to explain things from previous years, new packer 1.2M, new GM working out well.

Clr. Binmore – Attended PHL Meeting – new housing is full, booking for new condos.

Clr. Martin – Attended AG Society Meeting – Heifer Raffle Upcoming

Clr. Elliott – Attended Golden Age Meeting – accepting of new garbage charges

Clr. Hill – Attended FCSS Meeting – New member Kristen Johnson, Playschool Teacher recruiting continues, great new program ideas.

Foreman Watson – Update on projects / equipment / operations:



Projects that are completed:

- Tool storage at the shop has been modified to comply with OH&S regulations.
- A roofing contractor repaired the metal roof at our old shop.
- Two projects for water and wastewater were worked on last week by our contractor. Water service line repair at 5066 50th St. Also, Sewer line replacement at 5125 55th Ave. More work will need to be done there for an additional water line to be installed at 5131 55th Ave.
- Ainsworth completed our semi-annual inspection on air make up and heating at the town shop.
- We received help from the M.D. of W.C. for barricades that we used around the arena last week.

Upcoming or Continuing:

- Alberta Environment 2025 reporting for the water plant will be sent in next week.
- Discussions have started with ground water monitoring of our two water wells. This will be an ongoing project.

CAO Sundquist –**Attended:**

- Fatal Car Accident, Feb 2-north intersection
- Emerging Trends Conference-Virtual-February 12th
- Virtual meeting with Oldman Watershed Council, GOA and Living Lakes Canada to get the Town on the project of Groundwater Monitoring.

Ongoing:

- CPO issues-temporary residents living in RV's, stop order was served to 5065 52 ave to cease habituating in the RV in the driveway-trailer was removed during the night last Thursday. Municipal Enforcement Updated their barking dog log to a package that gives great explanation to why the barking dog log is required. Thanks for your input on this project Janice.
- Year End Audit Prep-Auditors on site Feb 17-19, 2026
- Review of Annual Fire Budget with MD & Stavelly Fire Chief-February 5th
- LUB Bylaw updates continue-no ETA of first draft established yet
- Playschool Teacher-no applicants-had a local inquiry about taking position
- All 2025 LGFF, MSI & CCBF Grants have been submitted-awaiting approval
- Year End Preparations for Audit
- Bylaw to serve 11 people with fines for "failure to register their dogs".
- Outstanding utilities will result in water shut offs in 2026

Completed:

- First Draft of the Utility Easement from lawyer & survey completed
- Annual 2025 Effluent Reporting

Upcoming:

- Charging of Water/Sewer & Waste on vacant or inactive properties
- Discussions with MD regarding the Stavelly Fire Service-review of a 2008 agreement/bylaw-rescheduled to Feb 24th
- Endpoint Waste Presentation-Claresholm Council Chambers @ 3:30pm-Councilor Norby attended
- Garbage, Water and Sewer charges preparations

Exercised Natural Person Powers:

- New Janitor Contract

CORRESPONDENCE

- ABSW Bulletin
- Em Updates – Functional Exercise
- Q3 - RCMP Annual Performance Platform
- Response from Stavelly AG Society & Stavelly Hall regarding waste charges

Councilor Hill moved to adopt the correspondence for information.

MOTION #26-16

MOTION CARRIED



BYLAWS/POLICIES

**BORROWING
BYLAW
#896**

Establish a Bylaw for the purpose of borrowing for the General Operating Expense Budget

Councilor Norby moved to give the first reading to Bylaw #896

MOTION #26-17 **MOTION CARRIED**

Councilor Hill moved to give second reading to Bylaw #896

MOTION #26-18 **MOTION CARRIED**

Councilor Binmore moved to give third and final reading to Bylaw #896 since all motions were carried unanimously.

MOTION #26-19 **MOTION CARRIED**

Councilor Martin moved to give third reading to Bylaw #896

MOTION #26-20 **MOTION CARRIED**

Bylaw #896 is now in effect

FINANCIAL

A/P

Moved by Councillor Norby to pay cheques from January 30th – February 11th, 2026.

MOTION #26-21 **MOTION CARRIED**

CONFIDENTIAL

Councilor Hill moved the meeting in camera at 8:18p.m to discuss ATIA Section 20 - Disclosure Harmful to Personal Privacy.

MOTION #26-22 **MOTION CARRIED**

Councilor Martin moved the meeting out of camera at 8:39p.m.

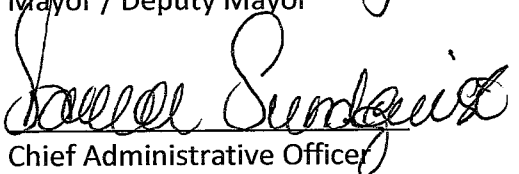
MOTION #26-23 **MOTION CARRIED**

ADJOURNMENT

No further business discussed at this time. The meeting was adjourned at 8:40p.m.

TOWN OF STAVELY


Mayor / Deputy Mayor


Chief Administrative Officer

