

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL
HELD MONDAY MAY 11TH, 2026 AT THE STAVELY TOWN OFFICE.**

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

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

TOWN RESIDENT(S):

ABSENT: Councilor Don Norby

Mayor Whittingham called the meeting to order at 6:58p.m.

AGENDA

MOTION #26-95

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

MOTION CARRIED

**CONFIRMATION
OF MINUTES**

MOTION #26-96

Council reviewed the minutes of the April 27th, regular council meeting.

Moved by Councilor Elliott to adopt the minutes as presented.

MOTION CARRIED

DELEGATIONS

Darryl Scase from Scase & Partners presented the 2025 Financial Statement with no concerns.

Darryl Scase lefts at 7:12p.m.

NEW BUSINESS

RFD-2026-21

POLICY 01-06

PRIVACY POLICY

MOTION #26-97

Our current Privacy Policy references FOIP and PIPA which have both been replaced by ATIA and POPA. Councilor Binmore moved to adopt Policy 01-06 – Privacy Policy with an amendment.

MOTION CARRIED

RFD-2026-22

TOWN OF STAVELY -

MD RECREATIONAL

FUNDS

DISTRIBUTION

MOTION #26-98

The Town of Stavely and the MD of Willow Creek have been in an ICF Agreement since April 1, 2020. This agreement is to assist Town facility groups financially. Councilor Gugala made a motion to accept the funding as presented.

MOTION CARRIED

RFD-2026-23

2026 OPERATING

BUDGET

MOTION #26-99

As per the MGA each council must adopt an operating budget for each calendar year by January 1st of that year. A council may adopt an interim budget for part of a calendar year. Council Martin moved to adopt the 2026 Operating Budget as presented.

MOTION CARRIED

RFD-2026-24

MUNICIPAL

GOLF CART BYLAW

MOTION #26-100

The Province of Alberta currently permits municipalities to participate in a pilot project allowing the operation of golf carts on designated municipal roadways, subject to municipal bylaws and provincial approval through Alberta Transportation and Economic Corridors (ATEC). Council Hill moved to proceed with drafting a Municipal Golf Cart Bylaw.

MOTION DEFEATED

REPORTS

Mayor Whittingham – Did not attend Mayor & Reeves meeting. Attended Stavely School Leadership Conference – went well. Attended PAC Meeting.

RW JS

Clr. Binmore – Attended Youth Hall Meeting – getting quotes on new siding, chairs will be arriving soon, Playschool is no longer operational and there will be a casino in 2028.

Clr. Gugala – Nothing to report.

Clr. Martin – Nothing to report.

Clr. Elliot – Golden Age Meeting tomorrow evening. Attended an RMA Webinar regarding Bill 51 & 52.

Clr. Hill – Upcoming Library and FCSS Meetings this week.

Foreman Watson – Update on projects / equipment / operations:

- First steps for the new compost area will be to get quotes for clearing top soil and preparing the location. This will include a raised graveled area. Approx. 2 acres at the east end of the field. Quotes will be obtained in May/June and work to follow.
- Curb stop locating will begin in May. Slow to start, as there are many other projects on the go. Will continue throughout the summer.
- MPE will be installing a new computer at the water plant for our SCADA system.
- We have the new John Deere zero turn mower out and working. Some maintenance work has been completed on our older mowers.
- Sanitation staff would still like to remind people to bag their garbage that goes into the bins. We are having a little trouble with loose garbage blowing around when the bin is being dumped into the truck.
- Gopher control is still underway.
- April clean up has wrapped up, and it was busy. However, staff will mention that there was less appliances to pick up. Lots of miscellaneous items.

CAO Sundquist –

Ongoing:

- Have started the process of ADP taking over payroll.
- EFT TIPPS payments automatic debits-taxpayers will be able to choose between the 2nd or 4th Thursday of the month-hope to have all on by June 1st.
- Town of Stavely Business Continuity Plan-both Town Office and PW have started establishing their priorities for this plan.
- Extensive amount of time spent on dealing with an employment matter has decreased slightly.
- 2025 financial statements are complete-I have a couple of outstanding questions for the audit team and we will be connecting this week to ensure that our FIR's are filed by May 1st.
- Obtaining access to change codes at Joint Usage Building.
- Demand letters sent on 2 development properties-progress now being made on 1
- Have received 4 other development permits-no dwellings
- Eskeland and Sundquist Lease Renewals completed
- Navine and I are taking Alberta Emergency Alert Training
- Tax Rate Bylaw Preparation
- Review of Stavely Fire Department forms-employment & SOG's and Fire Bylaw

Completed:

- Utility Easement is now registered at Land Titles
- Q1 GST filed
- 2025 Final FCSS Reporting submitted
- 2025 FIR and all SFE's filed
- Census for Stavely Centennial Park

Upcoming:

- Stavely School EM Plan-Kelly and I will meet with Stavely School & LRSD May 21st to review
- Stavely FCSS Meeting-May 12th
- Dacia Vacation-May 28th-June 15th-I will have remote access during this time if necessary

Exercised Natural Person Powers:

- ADP Payroll Processing Agreement

AW DS

CORRESPONDENCE

- RCMP – Q4 Detachment Report
- ABSW Bulletin
- 2026 Spock Days Parade

Councilor Gugala moved to adopt the correspondence for information.

MOTION #26-101

MOTION CARRIED

BYLAWS/POLICIES

No Bylaws

FINANCIAL

A/P

Moved by Councillor Gugala to pay cheques from April 28th – May 11th in the amount of \$59,503.52

MOTION #26-102

MOTION CARRIED

MARCH BANK REC

MOTION #26-103

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

MOTION CARRIED

CONFIDENTIAL

Councilor Gugala moved the meeting in camera at 8:28p.m to discuss ATIA Section 17-Disclosure harmful to personal privacy.

MOTION #26-104

MOTION CARRIED

Councilor Hill moved the meeting out of camera at 8:42p.m.

MOTION #26-105

MOTION CARRIED

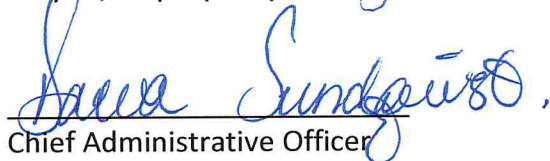
ADJOURNMENT

No further business discussed at this time. The meeting was adjourned at 8:43p.m.

TOWN OF STAVELY



Mayor / Deputy Mayor



Chief Administrative Officer

