

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL  
HELD MONDAY NOVEMBER 14, 2023, AT THE STAVELY TOWN OFFICE.**

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

STAFF PRESENT: Public Works Foreman-Jim Watson and CAO-Dacia Sundquist

TOWN RESIDENT(S): Bob Elliot

ABSENT:

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Mayor Gentry called the meeting to order at 7:03 p.m.

**AGENDA**

MOTION #23-157

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

**MOTION CARRIED**

**CONFIRMATION  
OF MINUTES**

MOTION #23-158

Council reviewed the minutes of the October 23<sup>rd</sup>, 2023 regular council meeting.

Moved by Councilor Gugala to adopt the minutes as a presented with amendments to the date and spelling of "Weirs".

**MOTION CARRIED**

**DELEGATIONS**

No Delegations

**NEW BUSINESS**

RFD-2023-31

POLICY 01-03

RENUMERATION

MOTION #23-159

Councilor Binmore made a motion to approve the updated policy 01-03.

**MOTION CARRIED**

RFD-2023-32

POLICY 01-02

SUBSISTENCE &

TRAVEL

MOTION #23-160

Councilor Gugala made motion to approve the updated policy 01-02.

**MOTION CARRIED**

RFD-2023-34

POLICY 02-16

SIGNING AUTHORITY

MOTION #23-161

Councilor Martin made motion to approve the updated policy 02-16.

**MOTION CARRIED**

RFD-2023-36

TRACTOR

UPGRADES

MOTION #23-162

Councilor Gugala made the motion to approve for the purchase of an upgraded tractor in 2024.

**MOTION CARRIED**

**REPORTS**

Mayor Hall – Nothing to report.

Clr. Whittingham – Attended a Library Board meeting.

Clr. Norby - Nothing to report.

**Clr. Martin** – Attended a Stavely Ag Society meeting.

**Clr. Varey** – Attended a Stavely Golden Age Centre meeting.

**Clr. Binmore** – Attended a Procupine Hills Lodge meeting and a Prairie Health virtual meeting.

**Clr. Gugala** – Attended an ABSW meeting.

**Foreman Watson –**

1. Update on work completed with Shawne Excavating in town for two days. Two fire hydrants replaced in Park and Young Crescent. Also repair work on two other hydrants on 51 Ave. Hydrants now drain better. 7 curb stops were repaired around town with the vac truck.
2. Boomer 41 tractor has engine block problems, and it is under warranty. Further discussion from agenda regarding possible tractor upgrade.
3. Update on seasonal staff. This past summer we added an additional part time public works employee. We think overall this position worked out well. The employee assisted all outside staff members in various areas of public works.
4. Staff are now working on outside Christmas lights and decorations for December.

**CAO Sundquist –**

Attended:

- Community profile meeting for a partner with ABSW

Ongoing:

- Lagoon Desludging-may have another option presented, stay tuned.
- Certification for CLGM (Certified Local Government Manager) with LGAA-3 weeks to finish

Completed:

- REC FUNDING model change presented to REC BOARD
- 5117 52 st Land Purchase
- Advising Library with policies and bylaws
- Signs are ordered
- Navine continues to make continually updates/upgrades to our website

Upcoming:

- Need to complete my DEM (Disaster Emergency Manager) training by first part of January for ICS 200
- Capital & Operating Budgets
- Year end
- Christmas Party Supper-Saturday November 25, 6-9pm @ Stavely Golden Age Center
- Coffee with MD Council, November 22, 6-8pm @ Stavely Hall
- FCSS Christmas Supper Meeting, Dec 6, 6pm @ Stavely Youth Hall
- Stavely School Christmas Concert Dec 13<sup>th</sup> @ Stavely Community Hall

**CORRESPONDENCE**

- ABSW Board minutes and Executive Director Report
- ABSW Bulletin
- ABSW Agenda and Minutes
- Ft. MacLeod Parade Invite

Two handwritten signatures in blue ink are located at the bottom left of the page. The first signature is a cursive 'SK' and the second is a stylized signature.

**BYLAWS/POLICIES**

**RFD-2023-37**

**MUNICIPAL  
LIBRARY BYLAW**

Councilor Binmore moved to give first reading to Bylaw #867 – Municipal Library.

MOTION #23-163

**MOTION CARRIED**

Councilor Whittingham moved to give second reading to Bylaw #867 – Municipal Library.

MOTION #23-164

**MOTION CARRIED**

Councilor Varey moved to give third and final reading to Bylaw #867 – Municipal Library.

MOTION #23-165

**MOTION CARRIED**

Councilor Varey moved to give third reading to Bylaw #867 – Municipal Library

MOTION #23-166

**MOTION CARRIED**

Bylaw #867 is now in effect.

**RFD-2023-38**

**COMMUNITY  
STANDARDS  
BYLAW #858**

Councilor Martin moved to give first reading to bylaw #858 – Community Standards Bylaw.

MOTION #23-167

**MOTION CARRIED**

Councilor Varey moved to give second reading to bylaw #858 – Community Standards Bylaw.

MOTION #23-168

**MOTION CARRIED**

Councilor Norby moved to give third and final reading to bylaw #858 – Community Standards Bylaw.

MOTION #23-169

**MOTION CARRIED**

Councilor Gugala moved to give third reading to bylaw #858 – Community Standards Bylaw.

MOTION #23-170

**MOTION CARRIED**

Bylaw #858 is now in effect.

**FINANCIAL**

**A/P**

Payables

MOTION #23-171

Moved by councillor Norby to accept Account Payables-CHQ #20230604-20230650, in the amount of \$126,052.88.

**CONFIDENTIAL**

No confidential items

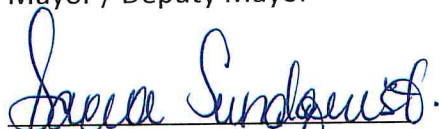
**ADJOURNMENT**

No further business discussed at this time. The meeting was adjourned at 8:03 pm.

**TOWN OF STAVELY**



Mayor / Deputy Mayor



Chief Administrative Officer