

**MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL  
HELD MONDAY JANUARY 22<sup>ND</sup>, 2024, AT THE STAVELY TOWN OFFICE.**

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

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

TOWN RESIDENT(S): Jim & Kathy Dixon, Marion Porteous.

ABSENT: Tim Martin & Dale Gugala.

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Mayor Hall called the meeting to order at 7:06 p.m.

**AGENDA**

MOTION #24-12

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

**CONFIRMATION  
OF MINUTES**

MOTION #24-13

Council reviewed the minutes of the January 8<sup>th</sup>, 2024 regular council meeting.  
Moved by Councilor Binmore to adopt the minutes as a presented.  
**MOTION CARRIED**

**PUBLIC HEARING  
BYLAW #868**

MOTION #24-14

Councilor Binmore moved to open public hearing at 7:11pm regarding Bylaw #868 – Land Use Amendment (Lots 1-10, Block 6 Plan 5744J; from “Residential – R1” to “Public Institutional – PI”).  
**MOTION CARRIED**

MOTION #24-15

CAO confirmed the advertising of the Public Hearing notice for a two-week period in the Claresholm Local Press, as per MGA rules. She also reported that she had not received any written notice of support or complaints regarding the proposed bylaw.  
Councilor Binmore moved to close Public Hearing at 7:23pm  
**MOTION CARRIED**

**BYLAW #869**

MOTION #24-16

Councilor Binmore moved to open public hearing at 7:29pm regarding Bylaw #869 – Land Use Amendment (A portion of Lot 2, Block 19, Plan 0815102; from “Urban Reserve - UR” to “Public Institutional – PI”).  
**MOTION CARRIED**

CAO confirmed the advertising of the Public Hearing notice for a two-week period in the Claresholm Local Press, as per MGA rules. She also reported that she had received a letter of concern regarding the proposed bylaw.

Jim & Kathy Dixon along with Marion Porteous spoke out regarding their concerns about the proposed Bylaw #869 Amendment. Senior Planner Gavin Scott informed the delegates that their concerns would be addressed in the Development Permit part of the process. He reminded all present that the public hearing was only regarding the change of land use. Although the long term goal for the rezoning is for the purpose of the Town of Stavely purchasing the land in the future the process of subdivision, purchasing and then development would be in the future. The



delegates seemed satisfied understanding the full process of the reasoning behind the proposed land use amendment.

MOTION #24-17 Councilor Binmore moved to close Public Hearing at 7:40pm  
**MOTION CARRIED**

**DELEGATIONS** Jim & Kathy Dixon  
Marion Porteous  
Delegates left the meeting at 7:45pm.

**NEW BUSINESS**

**RFD-2024-02** Councilor Whittingham made a motion for CAO to create and send a letter of support for Porcupine Hills regarding building more senior housing.

**LETTER OF SUPPORT**  
MOTION #24-18 **MOTION CARRIED**

**RFD-2024-03** Councilor Norby made motion to approve the annual donation of \$259.68 to the Oldman Watershed Council.

**OLDMAN WATERSHED COUNCIL DONATION**  
MOTION #24-19 **MOTION CARRIED**

**REPORTS**

**Mayor Hall** – Nothing to report.

**Clr. Whittingham** – Attended PAC meeting.

**Clr. Norby** - Nothing to report.

**Clr. Martin** – Absent.

**Clr. Varey** – Nothing to report.

**Clr. Binmore** – Attended Stavely Youth Hall AGM, ABMunis LLBF webinar and PPL where they are ready to begin reviewing contract tenders for their expansion project.

**Clr. Gugala** – Absent.

**Foreman Watson-**

With the recent cold weather, we did have problems at the water fill station. Water line to solenoid valve did freeze, and it was a few days before we had things working again. I had a notice posted for a couple of options of where to get water on a temporary basis.

New snow blade (for blue tractor) has been constructed at B&B Welding, and we will be working with it over the next few days.

**CAO Sundquist**

Attended:

- ICS-200, January 18 & 19 @ Town of Claresholm Administration Building

Ongoing:

- On Call Policy
- Year End-Payroll

Completed:

- Small Communities Grant-funding for the Town to create an OH&S Plan.
- Rebar fence has been removed
- Small Boiler problems at the Town Office during last 3 week cold snap as well as frozen water lines in the Old Town Office Building.

Upcoming:

- FCSS meeting tomorrow night
- EDA Capacity-Jan 30<sup>th</sup> -Ft MacLeod

- Auditors on site Feb 5<sup>th</sup> & 6<sup>th</sup>
- RMEMP meeting with MD-Feb 7<sup>th</sup> & 29<sup>th</sup>
- ICP Feb 13<sup>th</sup>-Fort MacLeod
- ICS 300-March 18<sup>th</sup> -20<sup>th</sup>-Coaldale

**CORRESPONDENCE**

- Oldman Watershed Council – Annual Report
- Emergency Management – CAO Report – December Stats
- Discussion guide on legislated governance changes in communities served by the Royal Canadian Mounted Police (RCMP) in Alberta

Councilor Whittingham moved to adopt the correspondence for Information.

MOION #24-20

**MOTION CARRIED**

**BYLAWS/POLICIES**

**BYLAW #868**

Councilor Varey moved to give second reading to Bylaw #868 – Land Use Amendment

**LAND USE**

**AMENDMENT**

MOTION #24-21

**MOTION CARRIED**

MOTION # 24-22

Councilor Whittingham gave consent for third and final reading of Bylaw #868.

**MOTION CARRIED**

MOTION #24-23

Councilor Norby moved to give third and final reading to Bylaw #868.

**MOTION CARRIED**

Bylaw - #868 Land Use Amendment is now in effect.

**BYLAW #869**

Councilor Norby moved to give second reading to Bylaw #869 – Land Use Amendment.

**LAND USE**

**AMENDMENT**

MOTION #24-26

**MOTION CARRIED**

MOTION #24-27

Councilor Binmore gave consent for third and final reading of Bylaw #869.

**MOTION CARRIED**

MOTION #24-28

Councilor Whittingham moved to give third and final reading to Bylaw - #869 Land Use Amendment.

**MOTION CARRIED**

Bylaw - #869 Land Use Amendment is now in effect.

**FINANCIAL**

**A/P**

Moved by councillor Norby to accept Account Payables-CHQ #20240001 – 20240034 in the amount of \$86,067.95.

MOTION #24-29

**MOTION CARRIED**

**CONFIDENTIAL**

No confidential items

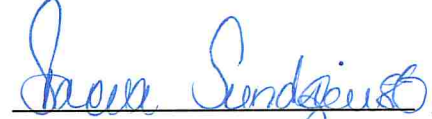
**ADJOURNMENT**

No further business discussed at this time. The meeting was adjourned at 8:15 pm.

**TOWN OF STAVELY**



Mayor / Deputy Mayor



Chief Administrative Officer