

Village of Stirling Regular Council Meeting Minutes

August 7, 2019

The regular meeting of the Council of the Village of Stirling was held in the old Council Chambers in the Village of Stirling Office on Wednesday, August 7, 2019, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Trevor Lewington, Councillors Matthew Foss, Kevin Nelson and Larry Nilsson.

CAO, Bob Payette
Administrative Assistant, Aletta Lightfoot

CALL TO ORDER

The Meeting was called to order at 7:01 p.m.

ACCEPTANCE OF AGENDA

2019-162 MOVED by Councillor Nilsson that the agenda be adopted.

CARRIED

RECOGNITION

Council recognizes and thanks the many volunteers that donated their time to Stirling Settler Days.

DELEGATION

Sergeant Kevin Wright with Raymond RCMP Detachment presented updates on the following:

- One member will be leaving the detachment at the beginning of September.
- A new member will be joining the detachment at the beginning of October.
- Recruit joining December 1.
- Discussed Citizens on Patrol
- Rural crime watch starting in Cardston.
 - o Meeting in Raymond townhall September 30.
- Increased night patrol.

APPROVAL OF MINUTES

2019-163 MOVED by Councillor Nelson that the minutes of the regular meeting of Council held on July 10, 2019 be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Council Motion Tracker 2019 was discussed and reviewed.



Village of Stirling

Regular Council Meeting

Minutes

FINANCIAL

Accounts Payable

2019-164 MOVED by Councillor Nilsson that accounts payable cheques #20190692 - #20190715, #20190717, #20190759, #20190748 - #20190758, #20190760 and #20190796 - #20190805 be approved.

CARRIED

Budget Report

2019-165 MOVED by Councillor Foss that the Budget Report dated August 3, 2019 be accepted as information.

CARRIED

ITEMS FOR DISCUSSION

Municipal Accountability Review Report – Action Plan

2019-166 MOVED by Mayor Lewington that the June 5, 2019 Municipal Accountability Review Report be received as information and filed.

Further move that Council directs Administration to prepare an action plan and written response to the Municipal Accountability Program by the communicated deadline as required in the report.

And further move that Council direct Administration to undertake the necessary revisions to policies, procedures and bylaws as recommended in the report and bring those matters before Council for decision over the next year prior to the action plan completion deadline as provided by Alberta Municipal Affairs.

CARRIED

Municipal Accountability Review – Naming A Municipal Office

2019-167 MOVED by Councillor Nilsson that the Municipal Office for the Village of Stirling be named as 229 – 4th Avenue, Stirling, Alberta T0K 2E0 in accordance with section 204 of the Municipal Government Act.

CARRIED

Municipal Accountability Review – Adopting an Annual Operating Budget

2019-168 MOVED by Councillor Foss that the annual Operating Budget first presented on November 21, 2018 and with final revenue and expense amounts as outlined in the 2019 Tax Rate Bylaw and as uploaded into the Muniware system be adopted in accordance with section 242 of the Municipal Government Act.

CARRIED



Village of Stirling

Regular Council Meeting

Minutes

2019-169 Municipal Accountability Review – Adopting an Annual Capital Budget
MOVED by Councillor Nelson that the annual Capital Budget first presented on November 21, 2018 and as reflected in the 2019 Tax Rate Bylaw and as uploaded into the Muniware system be adopted in accordance with section 245 of the Municipal Government Act.

CARRIED

2019-170 Municipal Accountability Review – Designating a Financial Institution
MOVED by Councillor Nilsson that ATB Financial be designated as the Financial Institution for the Village of Stirling in accordance with Section 270 of the Municipal Government Act. Further move that the accounts as currently used by the Village with ATB Financial be approved. And further move that the signing authorities and delegations as currently constituted also be approved.

CARRIED

2019-171 Municipal Accountability Review – Designating an Auditor
MOVED by Councillor Foss that Mercer Wilde Group Chartered Accountants of Lethbridge (Mercer Wilde) be appointed as the Auditor of the Village of Stirling in accordance with Section 280(1) of the Municipal Government Act. Further move that the appointment of the auditor automatically renew each year until amended or rescinded by resolution of Council.

CARRIED

2019-172 Municipal Accountability Review – Alberta Land Stewardship Act (ALSA)
MOVED by Councillor Nelson that the CAO confirm with the Oldman River Regional Services Commission that Village of Stirling planning documents including the Municipal Development Plan, Land Use Bylaw and Intermunicipal Development Plan are in full and complete compliance with the South Saskatchewan Regional Plan. Further moved that when full and complete compliance is confirmed that the CAO be authorized to execute and then file the required Statutory Declaration with the Land Use Secretariat in accordance with Section 20 of the Alberta Land Stewardship Act.

CARRIED

2019-173 Municipal Accountability Review – Public Participation Policy Regulation 193-2017
MOVED by Councillor Nelson that Council adopt the Public Participation policy to be posted and reviewed every four years, as per the MGA.

CARRIED



Village of Stirling

Regular Council Meeting

Minutes

2019-174 Safety Policy Statement & Developing a Safety Program
MOVED by Mayor Lewington that in recognition of the importance of workplace safety in protecting the health and well-being of Village staff and as a visible sign of Council's commitment to becoming an injury free workplace and community, that the Health & Safety Policy Statement be approved and that the Mayor and CAO be authorized to sign the same and to rescind policy #007-09: Health and Safety Policy.

Further move that Administration be directed to undertake a systematic review of existing health and safety related policies, procedures and programs to develop an action plan to move the Village of Stirling towards a "Certificate of Recognition" under Alberta WCB's Partners in Injury Reduction Program by December 2022.

CARRIED

2019-175 Human Resources Policy
Moved by Mayor Lewington that the Village of Stirling wishes to be known as an Employer of Choice in the region to both retain and attract top talent while at the same time provide an affordable, high quality level of service to residents.

Further move that Administration be directed to undertake a systematic review of existing human resources related policies, procedures and programs to develop an action plan to ensure legal compliance, identify applicable municipal best practices and provide recommendations to Council for consideration as part of the strategic planning process.

CARRIED

2019-176 Village Council & Committees Meeting Decorum
MOVED by Councillor Nilsson that the proposed meeting decorum poster be accepted and posted.

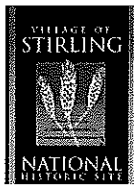
CARRIED

2019-177 Policy 026-19: Sign Leasing Management Policy
MOVED by Councillor Nelson that Council pass Policy #026-19: Sign Leasing Management Policy as amended.

CARRIED

Fall Festival – Special Events Committee

- Occurs the second Friday of September – will be September 14 this year.
- Stirling 3rd Ward will be preparing the dinner.
- Recreation Committee/Community Coordination Committee meeting?
- Possibility of an events committee?



Village of Stirling

Regular Council Meeting

Minutes

CAO REPORT

2019-178 MOVED by Councillor Nelson to accept the CAO Report as information.

CARRIED

COUNCILLOR REPORTS

Mayor Lewington:

- Mayors & Reeves: HALO Medevac Helicopter & Rescue
- SouthGrow: Quarterly meeting in Stirling on September 12 at the Community Centre
- ATB

Councillor Foss: nothing to report.

Councillor Nelson: nothing to report.

Councillor Nilsson: nothing to report.

CORRESPONDENCE

2019-179 MOVED by Councillor Nilsson that the following correspondence be accepted as information:

- a. Meet with Minister Madu of Municipal Affairs Letter
- b. Stars of Alberta Volunteer Awards Letter

CARRIED

CLOSED SESSION

2019-180 MOVED by Councillor Foss to go into Closed Session at 8:30 p.m. as per section 21, 24 and 25 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

2019-181 MOVED by Councillor Nilsson to come out of Closed Session at 8:54 p.m.

CARRIED

2019-182 MOVED by Councillor Nelson that Council directs Administration pursuant to motion 2019-012 to prepare Lot 28, Block 13 Plan 081 4600 for sale to the public with all costs recovered and development within 24 months as a condition of sale.

CARRIED

2019-183 MOVED by Councillor Foss that Council directs Administration to prepare a draft development master plan for public consultation to guide the sale, use and redevelopment of publicly held lands as well as guide future partnerships with private parties for new development in the Village.

CARRIED



Village of Stirling Regular Council Meeting Minutes

ADJOURNMENT

2019-184 MOVED by Councillor Nelson that the agenda matters have been concluded and that the meeting be adjourned at 8:57 p.m.

CARRIED

These minutes to be approved on the 4th day of September 2019.



Mayor - Trevor Lewington



CAO - Bob Payette