



# Village of Stirling

## Regular Council Meeting

### Minutes

June 17, 2020

Council Chambers, located at Stirling Community Centre/Lions Hall at 417 – 2 Street, on  
Wednesday, June 17, 2020, commencing at 7:00 p.m.

#### IN ATTENDANCE

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

CAO, Bob Payette  
CFO, Martin Woolf  
Administrative Assistant, Aletta Lightfoot

#### CALL TO ORDER

The Meeting was called to order at 7:00 p.m.

#### ACCEPTANCE OF AGENDA

2020-162      MOVED by Councillor Nilsson that the agenda be adopted as amended to include:

- Delegation - 2019 Financial Audit Report by Mercer Wilde Group
- 11. Closed Session: Freedom of Information and Protection of Privacy Act: Sections 17 & 23

CARRIED

#### RECOGNITION

1. Congratulations to the Stirling School 2020 Graduating Class!

#### DELEGATION

2019 Financial Audit – Patrick Treadwell from Mercer Wilde Group presented:

- Clean audit report
  - o Reviewed statement
  - o No changes required

*Councillor Edwards arrived at 7:03 p.m.*

- Minor edition to Seniors Foundation
  - o Correction has already been made by CFO Woolf and sent to the auditors

*Councillor Edwards left the meeting at 7:10 p.m.*

*CFO Martin Woolf left the meeting at 7:12 p.m.*



# Village of Stirling

## Regular Council Meeting

### Minutes

#### APPROVAL OF MINUTES

2020-163      MOVED by Councillor Nilsson that the minutes of the Special Council meeting held on June 10, 2020 be approved as amended.

CARRIED

*Councillor Edwards returned to the meeting at 7:15 p.m.*

#### BUSINESS ARISING FROM THE MINUTES

Council Motion Tracker 2020 was reviewed

#### FINANCIAL

##### Accounts Payable

2020-164      MOVED by Councillor Foss that accounts payable cheque No. 20200479 to cheque No. 20200517, excepting cheque No. 20200494, be approved.

CARRIED

2020-165      MOVED by Councillor Foss that accounts payable cheque No. 20200494 be approved.

Mayor Lewington abstained

CARRIED

##### Bank Reconciliation

2020-166      MOVED by Councillor Nilsson that the Bank Reconciliation for May, 2020 be approved.

CARRIED

##### Budget Report

2020-167      MOVED by Councillor Edwards that the Budget Report June 12, 2020 be accepted as information.

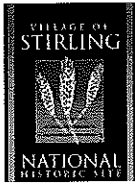
CARRIED

#### ITEMS FOR DISCUSSION

##### Safety Policy & Procedures Review

Jamie Anderson, Director of Emergency Management/Safety Coordinator, was present to discuss and answer questions including:

- Level of service required
- Look at other regional programs
- COR compliance, Legislative compliance, or both
- Internal auditors within the municipality
- Program development
- Monthly cost



# Village of Stirling

## Regular Council Meeting

### Minutes

2020-168      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 Ms. Jamie Anderson be contracted to continue the development of the Health & Safety Program utilizing the COR review as a starting point, with periodic updates to Council on progress and actions taken.

CARRIED

#### Bylaw 479-19: CAO Bylaw

Editions to be made to wording in sections 3 and 4 of bylaw and brought back to July 22, 2020 Council Meeting.

#### CAO Report

CAO reviewed and discussed  
IMP in another month

2020-169      MOVED by Mayor Lewington that Council approve an amendment to the Capital Plan increasing the allocation for the 3 Street project (between 4 and 5 Avenue) to \$520,000.00, and further move that Council direct Administration to accept the submitted lowest bid from the associated tender, and further move that Council direct Administration to draft a debenture bylaw for consideration for the next Council meeting to support future Capital expenses.

CARRIED

2020-170      MOVED by Councillor Nilsson to accept the CAO report as information.

CARRIED

#### COUNCILLOR REPORTS

Mayor Lewington:

- Select Recruiting
  - o Advertisement already in AUMA and CAMA
    - Already received responses
- Phase 2 of re-opening
- Municorp

Councillor Edwards:

- Chief Mountain Regional Solid Waste Commission
  - o Blood Reserve
    - Transfer station

Councillor Foss: nothing to report.



# Village of Stirling Regular Council Meeting Minutes

Councillor Nelson:

- Ridge Country Housing meeting June 18, 2020

Councillor Nilsson: nothing to report

## CORRESPONDENCE

2020-170      MOVED by Councillor Edwards that the following correspondence be accepted as information:

- a) 2020 GTF Letter
- b) RRPSS Commission Authorization Approval 1- and 2-digit Highway Letter
- c) RRPSS Commission Minutes – March 2020
- d) Town Hall Teleconference Q&A

CARRIED

2020-171      MOVED by Councillor Foss to go into Closed Session at 8:52 p.m. as per *Section 17 & 23 of the Freedom of Information and Protection of Privacy Act.*

CARRIED

2020-172      MOVED by Councillor Nilsson to come out of Closed Session at 9:23 p.m.


CARRIED

## ADJOURNMENT

2020-173      MOVED by Councillor Edwards that the agenda matters have been concluded and that the meeting be adjourned at 9:23 p.m.

CARRIED

These minutes to be approved on the 22<sup>nd</sup> day of July 2020.

  
\_\_\_\_\_  
Mayor – Trevor Lewington

  
\_\_\_\_\_  
Administrative Assistant – Aletta Lightfoot