



Village of Stirling Regular Council Meeting Minutes

August 12, 2020

Council Chambers, located at the Stirling Community Centre/Lions Hall at 417 – 2 Street, on
Wednesday, August 12, 2020, commencing at 7:00 p.m.

IN ATTENDANCE

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

Administrative Assistant, Aletta Lightfoot

CAO Designate, Scott Donselaar

CALL TO ORDER

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

ACCEPTANCE OF AGENDA

2020-193 MOVED by Councillor Nilsson that the agenda be adopted as amended to include:

- 7l) Capital Plan Amendment – 4th Ave & 3 Street Intersection
- 7m) Setting Tax Sale Dates

CARRIED

RECOGNITION

None.

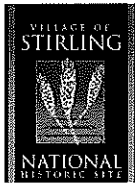
DELEGATION(S)

Lots 5-8, Block 41, Plan 752J – Assessment Review: Adam Depew presenting:

- Reviewed the timeline of his property, from purchase in August 2018 to present
- Concerned with previous taxes: why does property have two separate roll numbers?
- Went to the office to consolidate the properties where it was discovered that the two roll numbers shared the same LINC number
- Reviewed the 2019 and 2020 taxes notices and property assessments sent out by the Village and compared them with numbers he had calculated as if the properties were one, and not two
- 2020 property assessment has been revised by Benchmark Assessments and both properties are now under one roll number and one LINC number
- Requesting a refund of \$525.95 for the 2019 year

Mayor Lewington presented:

- Administration went through files and found that the land originally had been under one roll number and one LINC number in 1984
- For unknown reasons, two LINC numbers were created in 2007 (perhaps for future consolidation?), but was never completed



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- Counter-proposed a refund of \$397.59 (municipal portion only, as the Village has no control over the Education or Seniors portion of taxes)
 - o Difference of \$128.36
- Council to deliberate and make a formal decision later in the Discussion Item portion of the meeting.

APPROVAL OF MINUTES

2020-194 MOVED by Councillor Foss that the minutes of the regular meeting of Council held on July 22, 2020 be approved as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Council Motion Tracker 2020 was reviewed

FINANCIAL

Accounts Payable

2020-195 MOVED by Councillor Nilsson that accounts payable cheque No. 20200646 to cheque No. 20200687, excepting cheque No. 20200666, be approved.

CARRIED

2020-196 MOVED by Councillor Nelson that accounts payable cheque No. 20200666 be approved.

Mayor Lewington abstained

CARRIED

Bank Reconciliation

2020-197 MOVED by Councillor Foss that the Bank Reconciliation for July, 2020 be approved.

CARRIED

Budget Report

Budget, Balance Sheet and Capital Project Updated was reviewed by Mayor Lewington

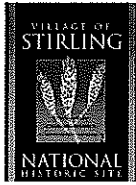
2020-198 MOVED by Councillor Nelson that the Budget Report August 7, 2020 be accepted as information.

CARRIED

ITEMS FOR DISCUSSION

Lots 5-8, Block 41, Plan 752J – Assessment Review

2020-199 MOVED by Councillor Foss that Council approve the appeal of the property taxes collected in error for Lot: 5-8, Block: 41, Plan: 752J by authorizing a refund adjustment in the amount of \$525.95 for the 2019 tax year and further moved that Council direct Administration to reduce the amounts owed appropriately for the 2020 tax year. Further



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moved that Council expresses appreciation to Mr. Depew for his patience during the investigation and to Village staff for their diligence in correcting the issue.

CARRIED

Bylaw 496-20: CAO Bylaw

2020-200 MOVED by Councillor Nilsson that Council pass Second Reading of Bylaw 496-20: CAO Bylaw as presented.

CARRIED

2020-201 MOVED by Councillor Nelson that Council pass Third and Final Reading of Bylaw 496-20: CAO Bylaw as presented.

CARRIED

Appointment of the Chief Administrative Officer

2020-202 MOVED by Mayor Lewington that Council appoint Mr. E. Scott Donselaar as Chief Administrative Officer for the Village of Stirling effective Monday, August 17, 2020 pursuant to section 3 of Bylaw 496-20, and further move that Council ratify the proposed Employment Agreement between Mr. Donselaar and the Village of Stirling, and further move that pursuant to section 4 of Bylaw 496-20 that the Mayor and Deputy Mayor be authorized to sign the same.

CARRIED

Bylaw 495-20: Bylaw Officer Enforcement Bylaw

2020-203 MOVED by Councillor Foss to pass Second Reading of Bylaw 495-20: Bylaw Officer Enforcement Bylaw, as presented.

CARRIED

2020-204 MOVED by Councillor Nilsson to pass Third and Final Reading of Bylaw 495-20: Bylaw Officer Enforcement Bylaw, as presented.

CARRIED

Bylaw 497-20: Borrowing Bylaw

2020-205 MOVED by Councillor Foss that Council approve the Second Reading of Bylaw 497-20: Borrowing Bylaw, as presented.

CARRIED

2020-206 MOVED by Councillor Nelson that Council approve the Third and Final Reading of Bylaw 497-20: Borrowing Bylaw, as presented.

CARRIED



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Bylaw 498-20: Utilities Bylaw

2020-207 MOVED by Councillor Foss that Bylaw 498-20: Utilities Bylaw be passed for First Reading, as presented.

CARRIED

2020-208 MOVED by Mayor Lewington to bring Bylaw 498-20: Utilities Bylaw to the Committee of the Whole meeting on Wednesday, September 16, 2020 for further review and discussion.

CARRIED

Bylaw 499-20: Advertising & Public Notification Bylaw

2020-209 MOVED by Councillor Nilsson that Council pass First Reading of Bylaw 499-20: Advertising and Public Notification Bylaw as presented, and further move that Council direct Administration to advertise the required public hearing and make a copy of the proposed bylaw available on the Village website.

CARRIED

Weight/Load Restrictions – 1st Avenue and 8th Street

2020-210 MOVED by Mayor Lewington that Council directs Administration to develop a public awareness campaign regarding existing weight restrictions on 1st Avenue and 8th Street in order to protect capital investments made to rehabilitate these road surfaces. Further moved that increased signage be provided for public awareness of approved truck routes for the bulk water station and solid waste transfer station. Further moved that the Peace Officers with Ridge Regional Public Safety Services Commission be requested to increase enforcement of load limits and approved truck routes beginning November 1, 2020.

CARRIED

Municipal Stimulus Package

2020-211 MOVED by Councillor Nilsson that Council directs Administration to submit phase 2 of the 400 Block of Third Street Rehabilitation/Infrastructure Renewal Project for the Municipal Stimulus Program in the 2021 capital year, and further move that the Mayor and CAO enter into the required Memorandum of Agreement with the Minister of Municipal Affairs and be authorized to sign the same.

CARRIED

2020-212 MOVED by Councillor Foss that Council directs Administration to develop a red tape reduction strategy and required report in the prescribed format under the Municipal Stimulus Plan and report back to Council on potential actions no later than December 31, 2020.

CARRIED



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Young Canada Works Grant

2020-213 MOVED by Councillor Nelson that Council approves the Village's participation in the Young Canada Works program in collaboration with the Stirling Historical Society to create 2 temporary positions for 9 weeks each. Further moved that Council direct Administration to provide the necessary support required for the execution of grant agreements or other reporting to support the program.

CARRIED

Electronics Recycling Expansion Pilot Program

2020-214 MOVED by Councillor Foss that Council directs Administration to register for the Alberta Electronics Recycling Expansion Pilot Program and further directs Administration to reach out the Stirling Waste Transfer Station Operator for input regarding the implementation, and further coordinate the necessary arrangements at the transfer station to support the program.

CARRIED

Capital Plan Amendment – 4 Avenue & 3rd Street Intersection

2020-215 MOVED by Councillor Nelson that the approved 2020 Capital Plan be amended by adding underground infrastructure relocations and replacements at 4th Avenue and 3rd Street to avoid future disturbances to the intersection. Further moved that the projected current year capital plan surplus to be used to fund the project as proposed.

CARRIED

Setting Tax Sale Dates

Tax Sale Date

2020-216 MOVED by Councillor Foss to set the Tax Sale Date for the south half of Lot 1, Block 31, Plan 752J excepting thereout the east 160 feet (Tax Roll #10035) as October 13, 2020 at 12:00 noon.

CARRIED

Tax Sale Conditions

2020-217 MOVED by Councillor Nelson to set the following conditions for the sale of the south half of Lot 1, Block 31, Plan 752J excepting thereout the east 160 feet (Tax Roll #10035):

- All bids must be presented in the form of a sealed bid on a specific date
- The only forms of payment that will be accepted will be cash or certified cheque

CARRIED



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Tax Sale Reserve Bid

2020-218 MOVED by Councillor Nilsson to set a reserve bid of \$151,830.00 for the tax sale, on the property located at the south half of Lot 1, Block 31, Plan 752J excepting thereout the east 160 feet (Tax Roll #10035).

CARRIED

Acting CAO Report

2020-219 MOVED by Councillor Nilsson to accept the acting CAO Report as information.

CARRIED

COUNCILLOR REPORTS

Mayor Lewington: nothing to report.

Councillor Foss: nothing to report.

Councillor Nelson: nothing to report.

Councillor Nilsson: nothing to report.

CORRESPONDENCE

2020-220 MOVED by Councillor Nelson that the following correspondence be accepted as information:

- a. Alberta Police Advisory Board Introduction Letter
- b. Police Funding Model Fact Sheet & Calculation Sheet
- c. RCMP Q1 Statistics
- d. Western Gateway Trade & Logistics Corridor (Highway 4)
- e. Municipal Governance FAQ – Alberta Municipal Affairs
- f. Ridge Regional Public Safety Services – Monthly Statistics Package
- g. Stars of Alberta Volunteer Award – campaign poster

CARRIED

ADJOURNMENT

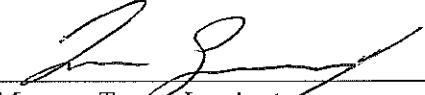
2020-221 MOVED by Councillor Foss that the agenda matters have been concluded and that the meeting be adjourned at 9:15 p.m.

CARRIED




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These minutes to be approved on the 2nd day of September 2020.



Mayor - Trevor Lewington



CAO - Scott Donselaar