



## Village of Stirling

### Meeting Minutes

November 16, 2022 - Regular Meeting of Council - 07:00 PM

The regular meeting of the Council of the Village of Stirling was held in the Council Chambers, located at the Stirling Community Centre/Lions Hall at 409 - 2 Street, on Wednesday, November 16, 2022, commencing at 7:00 p.m.

#### IN ATTENDANCE

Mayor Trevor Lewington, Deputy Mayor Larry Nilsson, Councillors Gary Bikman, Devynn Bohn and Matthew Foss

CAO, Scott Donselaar  
Municipal Clerk, Aletta Lightfoot

#### 1. Regular Council Meeting – Call Meeting to Order

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

2022-334

#### 2. Adoption of Agenda

**Moved By:** Deputy Mayor Nilsson

That the agenda be adopted as presented.

Carried

#### 3. Recognition

Council extends appreciation to all who took part in the Remembrance Day ceremony. Special thanks to CAO Scott Donselaar for organizing, Chaplain Al Litchfield of the Stirling Fire Department for once again acting as master of ceremonies and to Kaleigh Nelson for her efforts with the Stirling School Elementary Choir. Council is grateful for the continued engagement in our community by the 20th Independent Field Battery of the Royal Canadian Army, Royal Canadian Legion, Royal Canadian Mounted Police, Provincial Sheriffs and the Stirling Fire Department. A very special thank you to Geoffrey Brayne for the flyover in his Harvard aircraft.

Council would like to wish Councillor Bikman and Councillor Foss a happy (belated) birthday!

#### 4. Delegations

##### 4.1 Stephen Dixey - Property Tax Waiver

##### 4.2 Jim Seely - Stirling Medical Clinic

#### 5. Minutes

2022-335

##### 5.1 Adoption of Minutes – November 2, 2022

**Moved By:** Councillor Bikman

That the minutes of the regular meeting of Council held on November 2, 2022 be approved as presented.

Carried

**5.2 Business Arising from the Minutes**

None.

**5.3 Motion Tracker**

Council reviewed.

**6. Financial Items**

2022-336

**6.1 Accounts Payable - #20221111, #20221124 and #20221125 - #20221163**

**Moved By:** Deputy Mayor Nilsson

That accounts payable cheque No. 20221111, cheque No. 20221124, and cheque No. 20221125 to cheque No. 20221163 be approved.

Carried

2022-337

**6.2 Bank Reconciliation: October 2022**

**Moved By:** Councillor Bohn

That the Bank Reconciliation for October 2022 be approved.

Carried

2022-338

**6.3 Budget Report**

**Moved By:** Councillor Foss

That the Budget Report dated November 10, 2022 be accepted as information.

Carried

**7. Items for Discussion**

2022-339

**7.1 Council Delegation - Stephen Dixey**

**Moved By:** Deputy Mayor Nilsson

To waive the 2022 tax and interest owing on Lot 30, Block 11, Plan 061 2022 as per the Memorandum of Development Agreement (site servicing) with Rob Edwards/Steve Dixey dated January 18, 2006.

Carried

2022-340

**7.2 Council Delegation - Jim Seely**

**Moved By:** Councillor Foss

To direct Administration to draft a letter to the physicians in Raymond to increase awareness of potential opportunities at the Stirling Professional Centre, and further direct Mayor Lewington to engage with the Chinook Primary Care Network to better understand physician recruitment opportunities.

Carried

2022-341

**7.3 2023 Interim Operating Budget**

**Moved By:** Deputy Mayor Nilsson

To approve the 2023 Interim Operating Budget as presented.

Carried

**7.4 Policy HR02-22 Payroll and Benefits Policy Schedules**

2022-342

**7.4.1 Policy HR02-22 Payroll and Benefits - Pool Supervisor/Recreation Coordinator**

**Moved By:** Councillor Foss

To approve the inclusion of the Pool Supervisor/Recreation Coordinator into Schedule B of Policy HR02-22 Payroll and Benefits.

Carried

2022-343

**7.4.2 Policy HR02-22 Payroll and Benefits - Wage Grids**

**Moved By:** Councillor Bohn

To approve the adjusted wage grids in Schedule A and direct this becomes the newest version of Schedule A in Policy HR02-22 Payroll and Benefits.

Carried

**7.5 Alberta Municipal Water/Wastewater Program Applications**

2022-344

**7.5.1 Alberta Municipal Water Wastewater Program - Lift Station & Forcemain Application**

**Moved By:** Deputy Mayor Nilsson

To approve Administration to make application to the Alberta Municipal Water Wastewater Program (AMWWP) program for the Lift Station and Forcemain Upgrades project.

Carried

2022-345

**7.5.2 Alberta Municipal Water Wastewater Program - Regional Water Supply Upgrades Application**

**Moved By:** Councillor Bohn

To approve Administration to make application to the Alberta Municipal Water Wastewater Program (AMWWP) program for the Regional Water Supply Upgrades project.

Carried

2022-346

**7.6 Library Sign Request - Library Board**

**Moved By:** Mayor Lewington

To encourage the library board to develop a design for their proposed sign and obtain three (3) independent quotes to be included in the 2023 Capital Budget.

Carried

**7.7 Joint Use and Planning Agreement**

2022-347

**7.7.1 Joint Use and Planning Agreement - Appointment of Representatives**

**Moved By:** Councillor Foss

To appoint Deputy Mayor Nilsson and Councillor Bikman to attend meetings and negotiate on behalf of the Village of Stirling with the Chief Administrative Officer (CAO).

Carried

2022-348

**7.7.2 Joint Use and Planning Agreement - Meeting Schedule**

**Moved By:** Councillor Bohn

To direct Administration to contact the School Division to arrange times for meetings to open the needed dialogue.

Carried

2022-349

**7.7.3 Joint Use and Planning Agreement - Alberta Collaborative Partnership Grant**

**Moved By:** Councillor Foss

To direct Administration to pursue an Alberta Collaborative Partnership Grant to support Oldman River Regional Services Commission's (ORRSC's) facilitated joint use process.

Carried

2022-350

**7.8 Council Motion 2022-296 Development Agreement**

**Moved By:** Councillor Bikman

To direct Administration to draft a Memorandum of Agreement with Stonecraft Homes for further discussion that provides a partnership for new infill development as proposed, and further direct that Administration to enter into negotiations to bring a final Memorandum of Agreement back to Council for approval by the end of the year, and further direct Administration to rescind previous Council motion 2022-296.

Carried

2022-351

**8. CAO Report**

**Moved By:** Councillor Bikman

That the CAO Report be accepted as information.

Carried

**9. Council Committee Meeting Reports**

Mayor Lewington:

- Attended the monthly meeting of Mayors and Reeves of Southwest Alberta on Friday, November 4 where Deputy Premier Nathan Neudorf and MLA Grant Hunter outlined provincial government priorities and answered questions from the region's elected officials.
- Participated in the November 11 Remembrance Day Ceremonies.
- Spoke on a panel at the Montana Economic Developers Association Conference on November 15 as we look for ways to leverage our proximity to the Highway 4/CANAMEX corridor.

Deputy Mayor Nilsson:

- Nothing to report

Councillor Bikman:

- Chief Mountain Regional Solid Waste Services Commission (CMRSWSC)
  - Attended the board meeting in Magrath.

- o Discussion about ownership and upgrading of lift stations; contracting handling of recyclables; budget; etc.
- o Discussed the "two hats" aspect of community Councillors and directors of the commission board. Feedback from customer representatives as well as ensuring the commission is cost effectively and efficiently providing waste management services.

Councillor Bohn:

- Community Events Committee
  - o Meeting on Monday, November 21

Councillor Foss:

- Nothing to report

2022-352

**10. Correspondence and Items for Information**

**Moved By:** Councillor Bohn

That the following correspondence be accepted as information:

Carried

**10.1 Minister of Introductory Letter for Chief Elected Officials**

**10.2 RRPSS Stats**

**10.3 Mayors & Reeves - October 2022**

**10.4 FCSS**

**10.5 Minister of Justice & Solicitor General, Deputy House Leader**

**10.6 NWST Each One Plant One**

**10.7 RCMP Stats**

**11. Closed Session: Section 17 & 25 of the Freedom of Information and Protection of Privacy Act**

2022-353

**11.1 Motion to Enter into Closed Session**

**Moved By:** Deputy Mayor Nilsson

To enter Closed Session pursuant to Sections 17 and 25 of the *Freedom of Information and Protection of Privacy Act* at 9:07 p.m.

Carried

2022-354

**11.2 Motion to Come out of Closed Session**

**Moved By:** Mayor Lewington

To exit Closed Session at 9:39 p.m.

Carried

2022-355

**11.3 Motion from Closed Session**

**Moved By:** Councillor Bikman

To direct Administration to provide a one-time lump sum inflationary adjustment payment to be applied in the 2022 fiscal budget year of 5% of annualized gross wages for each permanent, full-time staff member. This payment will only occur as a single payment in 2022 and not form a recurring payment structure.

Carried

2022-356

**12. Council Highlights**

**Moved By:** Deputy Mayor Nilsson

To highlight the following from this Council Meeting for immediate public release:

- Balanced Interim Operating Budget approved
- Physician recruitment
- Alberta Water/Wastewater Partnership (AMWWP) Funding for Water and Sewer

Carried

2022-357

**13. Adjournment**

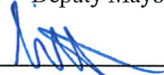
**Moved By:** Councillor Bohn

That the agenda matters have been concluded and that the meeting be adjourned at 9:43 p.m.

Carried

These minutes to be approved on the 7th day of December, 2022.

  
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Deputy Mayor - Larry Nilsson

  
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CAO - Scott Donselaar