



STIRLING

Village of Stirling

Meeting Minutes

May 7, 2025 - 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, May 7, 2025, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Trevor Lewington, Deputy Mayor Larry Nilsson, Councillors Gary Bikman, Justin Davis, 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.

2025-112

2. Adoption of Agenda

Moved By: Deputy Mayor Nilsson

That the agenda be adopted as amended to include:

- Discussion Item 8.10: Muniware/Catalis Software Issue for Tax Notices

Carried

3. Closed Session: Section 16 and 25 of the Freedom of Information and Protection of Privacy Act

2025-113

3.1 Motion to Enter into Closed Session

Moved By: Councillor Foss

To enter into Closed Session at 7:02 p.m. as per Sections 16 and 25 of the *Freedom of Information and Protection of Privacy Act*.

Carried

2025-114

3.2 Motion to Come out of Closed Session

Moved By: Councillor Foss

To come out of Closed Session at 7:19 p.m.

Carried

2025-115

3.3 Motion from Closed Session

Moved By: Mayor Lewington

That Council direct Administration to explore potential residential and commercial development for the land purchase opportunity identified in the Closed Session, and further direct that

Administration explore servicing and grading costs. Council also directs Administration to obtain an option to purchase and first right of refusal for 12 months.

Carried

4. Recognition

Council congratulates Stirling Wrestling Coach Drew Walters for being recognized as the 2024 Outstanding School Coach by the Alberta Amateur Wrestling Association. He was recognized for his leadership of, passion for and dedication to both his athletes and the sport.

Council extends appreciation to all who assisted, supported or volunteered in some way to ensure the success of this year's Honoured Guest Party. In particular, Drew Walters as the emcee, Richard Watters and Kade Walters for the music, Stacey Maynes for leading the kitchen crew, Sandra Nelson for leading the charge.

5. Delegations

There were no delegations.

6. Minutes

2025-116

6.1 Adoption of Minutes – April 16, 2025

Moved By: Councillor Foss

That the minutes of the regular meeting of Council held on April 16, 2025 be approved as presented.

Carried

6.2 Business Arising from the Minutes

There was no new business arising from the minutes.

6.3 Motion Tracker

Council reviewed.

7. Financial Items

2025-117

7.1 Accounts Payable

Moved By: Deputy Mayor Nilsson

That accounts payable cheque # 20250045 to cheque # 20250053, EFT #611 to EFT #621, and EFT #645 to EFT # 666, be approved.

Carried

2025-118

7.2 Bank Reconciliation: March 2025

Moved By: Councillor Bikman

That the Bank Reconciliation for March 2025 be approved.

Carried

2025-119

7.3 Budget Report

Moved By: Deputy Mayor Nilsson

That the Budget Report dated May 2, 2025 be accepted as information.

Carried

8. Items for Discussion

2025-120

8.1 Bylaw 556-25: Closed Lane Block 33 Assign Zoning to R

Moved By: Councillor Foss

To provide First Reading to Bylaw 556-25: Closed Lane Block 33 Assign Zoning to R and direct Administration to schedule a public hearing for the Bylaw for the June 18th Regular Council meeting and advertise for the public hearing as required.

Carried

2025-121

8.2 Bylaw 557-25: Repeal Bylaw 452-14

Moved By: Councillor Foss

To provide First reading to Bylaw 557-25: to repeal Bylaw 452-14.

Carried

2025-122

8.3 Bylaw 558-25: Electronic Council Meetings

Moved By: Councillor Foss

To pass First Reading to Bylaw 558-25: Electronic Council Meetings Bylaw as amended

Carried

2025-123

8.4 Bylaw 559-25: Amending Bylaw 504-20

Moved By: Deputy Mayor Nilsson

To provide First Reading to Bylaw 559-25: Amending Bylaw 504-20 Council Procedures Bylaw. as amended.

Carried

2025-124

8.5 Occupational Health and Safety Inspections

Moved By: Councillor Davis

To accept the Occupational Health and Safety Inspections report as information.

Carried

2025-125

8.6 Council Candidate Orientation Materials

Moved By: Councillor Foss

To accept the Council Candidate Orientation Materials report as information.

Carried

2025-126

8.7 Municipally Controlled Corporation – Annual Financial Statements

Moved By: Councillor Bikman

That Council receive the 2024 annual financial statements submitted by Ridge Utilities Ltd. as information in compliance with Section 75.2 (1) of Alberta's Municipal Government Act with respect to municipally controlled corporations. Further moved that Council also accept the accompanying operations report of the corporation as information.

Carried

2025-127

8.8 2025 Sole Shareholder Resolution

Moved By: Councillor Foss

That Council, acting in its capacity as the sole shareholder of Ridge Utilities Ltd. (a municipally controlled corporation) approve the Resolution of the Sole Shareholder as proposed and ratify the appointment of the Board of Directors as contained therein.

Carried

2025-128

8.9 Organizational Matters - Council Standing Committees/Internal Committees

Moved By: Councillor Davis

That Council appoints Matthew Foss as Council Representative to the Stirling Cemetery Society.

Carried

2025-129

8.10 Muniware/Catalis Software Issue for Tax Notices

Moved By: Mayor Lewington

That Council direct Administration to request a detailed and timely report from Muniware on:

- a) the root causes of the recent software issue with tax notices,
- b) what corrective actions have been taken to prevent recurrence and,
- c) what compensation will be provided to account for the incremental work for office staff, and further direct Administration to arrange to reissue corrected tax notice statements to all property owners once the software issue is resolved.

Carried

2025-130

8.11 Library Board Appointment and Request

Moved By: Councillor Foss

To appoint Roselyn Birky to the Stirling Library Board.

Carried

2025-131

8.11.1 Stirling Public Library - Signage

Moved By: Councillor Foss

To direct Administration to investigate existing signage, costing and various options, and bring back to Council for discussion.

Carried

2025-132

9. CAO Report

Moved By: Councillor Davis

That the CAO Report be accepted as information.

Carried

10. Council Committee Meeting Reports

Mayor Lewington:

- Met with representative of Progressive West Consulting and the General Manager of Ridge Utilities on April 15th to review a proposal for marketing and business development support.
- Attended the Tourism Lethbridge Annual General Meeting on April 17th.

- Attended the Community Events Committee on April 22nd to review plans for Settler Days.
- Attended a meeting with the CAO and Board Chair of Ridge Country Housing along with Deputy Mayor Nilsson and CAO Donselaar on April 22nd to review options to accelerate our seniors housing project including increased advocacy with the Government of Alberta.
- Represented Stirling at the Lethbridge Temple groundbreaking ceremony on April 26th.
- Supported the Annual General Meeting of the Board of Ridge Utilities on April 30th.
- Attended the Honoured Guest Party on May 2nd.

Deputy Mayor Nilsson:

- Ridge Country Housing Authority (RCA)
- Honoured Guest Party

Councillor Bikman:

- Community Futures: Lethbridge Region (CF:LR)

Councillor Davis:

- Nothing to report

Councillor Foss:

- Ridge Utilities Ltd.
- Stirling Library Board
 - Working through policies

2025-133

11. Correspondence and Items for Information

Moved By: Deputy Mayor Nilsson

That the following correspondence be accepted as information:

Carried

11.1 Chinook Arch Regional Library System

11.2 SouthGrow

11.3 Province of Alberta

11.4 Alberta Environment and Protected Areas

11.5 Family & Community Support Services (FCSS)

11.6 Mayors & Reeves

11.7 Nominate Local Leaders for Alberta Recreation & Parks Association's 2025 Awards

2025-134

12. Council Highlights

Moved By: Councillor Davis

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

- Honoured Guest Party was a great success! Thank you to everyone who helped!
- Municipal Election - Look for upcoming Candidate Information sessions
- Congratulations to Wrestling Coach Drew Walters (2024 Outstanding School Coach)!

Carried

2025-135

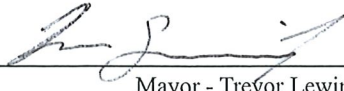
13. Adjournment

Moved By: Councillor Davis

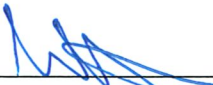
That the agenda matters have been concluded and that the meeting be adjourned at 8:11 p.m.

Carried

These minutes to be approved on the 21st day of May 2025



Mayor - Trevor Lewington



CAO - Scott Donselaar