

MINUTES OF THE REGULAR MEETING OF THE STAVELY TOWN COUNCIL HELD MONDAY, MARCH 12TH, 2018 AT THE STAVELY TOWN OFFICE.

PRESENT: Mayor Hall, Clrs. Whittingham, Norby, Martin, Binmore and Gugala. CAO Gillespie. Members of the Public – Maeghen Henke & Don McIntyre.

NOT PRESENT: Foreman Watson

Mayor Hall called the meeting to order at 7:01 p.m.

Agenda

Clr. Gugala moved to adopt the agenda as presented. **MOTION CARRIED.**

Confirmation Of Minutes

Clr. Whittingham moved the minutes of the regular meeting of February 26, 2018 be approved as presented. **MOTION CARRIED.**

Foreman Watson entered the meeting @ 7:03 pm

NEW BUSINESS

ATB Office

CAO Gillespie presented a request from ATB to utilize a portion of the upstairs space for a small office. It was noted that ATB doesn't require much other than a space for a small desk, chair and computer so that they would have a private space when talking with clients one on one. Discussion followed – possible locations in the upstairs space that would be suitable, renovations required or not required, sharing of costs if improvements were needed and an increase in rent possibility. After no further discussion Clr. Norby moved that the ATB Agency be able to utilize a space in the upstairs south east corner for an office with no need for an increase in the monthly rent. **MOTION CARRIED.**

Code of Conduct

CAO Gillespie provided council with a request for direction concerning the new MGA requirement for a Code of Conduct Bylaw. A guide concerning the new requirement was reviewed and discussion followed. Timeline for when the bylaw is required, legislative requirements, ability to utilize a template, how the new bylaw can tie in with the current Code of Conduct and whether or not this should wait until after the by-election. After no further discussion Clr. Gugala moved that CAO Gillespie provide a draft Code of Conduct Bylaw based on the template provided and the current Code of Conduct for council's consideration at an upcoming meeting. **MOTION CARRIED.**

Assessments

CAO Gillespie presented a summary of the Town's taxable and exempt assessments for the 2018 tax year for consideration. Discussion followed – an increase of 1.01 % over the previous year, residential assessment compared to the non-residential, implications on the mill rate based on first draft of budget and the new Designated Industrial Property assessment done by the Alberta Government. CAO Gillespie answered a few more questions and then Clr. Binmore moved acceptance of the assessments as presented. **MOTION CARRIED.**

Paid Sick Leave

CAO Gillespie presented council with a request for decision concerning the Town's Paid Sick Leave Policy and a recommendation for change. CAO Gillespie noted that currently the policy (full time employees only) provides for 3 paid sick days for each month worked with no accumulation if the days are not used. CAO Gillespie then noted that in a survey he completed most municipalities in Alberta provide for 1 paid sick day for each month worked and most municipalities allow some accumulation. Discussion followed on the number of days that should be granted and on the number of days that can be accumulated. After discussion Clr. Whittingham moved that CAO Gillespie update the policy to read 1.5 days paid sick leave for each month worked (annually) with a maximum of 40 days that can be can be accumulated – for council consideration at an upcoming meeting. **MOTION CARRIED.**

Spring Cleanup

CAO Gillespie presented a request for decision on whether to provide the spring cleanup program again. Short discussion – program is well utilized, is cost effective and is a nice service to offer. Clr Binmore moved that the Town offer the program (Spring and Fall) on an annual basis as opposed to deciding from year to year. **MOTION CARRIED.**



BYLAWS

REPORTS

Clr. Whittingham

Reported on the recent Library meeting – a recommendation from the board to appoint Doug Balsden to the library board. Clr. Whittingham moved to approve the board's recommendation to appoint Doug Balsden to the Library Board. **MOTION CARRIED.**

Clr. Norby


Reported on the ORRSC meeting he attended – presentation from the Land Trust Society and cannabis discussion.

Clr. Martin

Nothing to report.

- Foreman** Reported on equipment – the new grader and new tractor have been very helpful this winter and some maintenance is required on the backhoe.
- Clr. Binmore** Reported on the recent PHL meeting – budget is done and looking good. Also reported on the Golden Age Center – possible upgrades to lighting. Also reported on the recent Youth Hall meeting.
- Clr. Gugala** Reported on the recent Alberta SW meeting – planning session to deal with grants and talks on vehicle charging stations.
- CAO** Reported on a possible Land Use Bylaw amendment due to cannabis legislation, development application update, law seminar, new security system in office that is in place, reminder on Emergency Mgmt course for elected officials, upcoming asset mgmt course in Lethbridge, upgrades that Atco Gas will be doing this spring, upcoming nomination day for the by-election and news that Municipal Affairs is open to further discussing the taxation of cannabis grow operations.
- Mayor Hall** Nothing to report.


CORRESPONDENCE

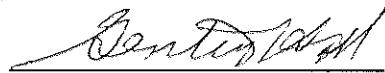
-  **Cannabis** Information from the AB Government on the legislation that will guide cannabis sales and consumption in Alberta Municipalities.
- SACPA** Information for council on the Southern Alberta Council on Public Affairs.
- Crime Prevention** Information for council on the upcoming Alberta Community Crime Prevention Conference in Edmonton.
- Emerg. Mgmt** The south region newsletter from the Alberta Emergency Management Agency.
- Fortis Grant** Information on a Community Naturalization Grant that Fortis Alberta is offering to community groups.

FINANCIAL

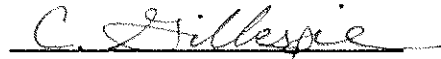
A/P Clr. Norby moved the accounts from chq # 16427 to 16449 together with internet payments and payroll chq # 16429 to 16440 for a total of \$16,909.50 be paid as listed. **MOTION CARRIED.**

Adjournment There being no further business to discuss at this time, the meeting was adjourned at 8:12 pm.

TOWN OF STAVELY



Mayor



Chief Administrative Officer