



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, NOVEMBER 23, 2020, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of November 23, 2020
Motion: To adopt the agenda of November 23, 2020

4. ADOPTION OF MINUTES

- a) Adoption of minutes of November 9, 2020 (addendum 4.a)
Motion: To adopt the minutes of November 9, 2020



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- a) Mandalay Estates Phase 1B: Subdivision Application Review - Urban Systems - Becky Soby and Erin Eyer
b) Carstairs Heritage Centre - 2021 Budget and Review, Tamara Moore, Bob Peel, and Ruth Roedler
c) 2020 Town of Carstairs Employee Recognition

7. BYLAWS AND POLICIES

8. NEW BUSINESS

- a) RFD - Town Building Inspectors
b) Parade and Procession Permit - Carstairs Chamber of Commerce (addendum 8.b)




9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

4 - 6

7

8 - 9

- c) EXTERNAL RELATIONS COMMITTEE
- d) POLICY & GOVERNANCE COMMITTEE
- e) COMMITTEE OF THE WHOLE
 - i) Committee of the Whole minutes of November 9, 2020 (addendum 9.e.i)

 - ii) Council to authorize the Committee of the Whole to meet next on December 14, 2020
- f) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- g) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- h) MOUNTAIN VIEW SENIORS HOUSING
- i) MUNICIPAL AREA PARTNERSHIP
- j) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- k) CENTRAL ALBERTA ECONOMIC PARTNERSHIP

10. COUNCILOR REPORTS

- a) COUNCILOR BLAIR
- b) COUNCILOR WILCOX
- c) COUNCILOR GREEN
- d) COUNCILOR ALLAN
- e) COUNCILOR RATZ
- f) COUNCILOR GIL
- g) MAYOR COLBY

11. CORRESPONDENCE

10

- a) Mountain View County: 2020-2021 Appointments (addendum 11.a)



11

- b) Town of Olds: MAP Appointment Mayor Muzychka (addendum 11.b)



12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

- a) Section 197 of the MGA states that Council and Council Committees must

conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in *Division 1, Part 1, of the Freedom of Information and Privacy (FOIP) (s. 16 to 29). Item 1. Personnel*

17. ADJOURNMENT

MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 9, 2020, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Blair, Wilcox, Green, Allan, Ratz, and Gil, CAO Carl McDonnell (via Zoom), and Executive Assistant Brenda Coles.
ABSENT:	S. Allison
CALL TO ORDER:	Mayor Colby called the meeting of November 9, 2020 to order at 7:09 p.m.
ADDED ITEMS:	8.c RFP for Planning and Engineering Services
ADOPTION OF AGENDA:	
Motion 263/20	Motion by Councilor Blair to adopt the Regular Council agenda of November 9, 2020, as amended. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 264/20	Motion by Councilor Allan to adopt the Public Hearing minutes of October 26, 2020, as presented. CARRIED
Motion 265/20	Motion by Councilor Ratz to adopt the Council Organizational minutes of October 26, 2020, as presented. CARRIED
Motion 266/20	Motion by Councilor Wilcox to adopt the Regular Council minutes of October 26, 2020, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Nil
NEW BUSINESS:	1. Fireworks Event Permit – Carstairs Chamber of Commerce - Chamber President Darrah Selanders spoke to the need to move the fireworks display from 7:00 p.m. to 9:00 p.m. on December 5, 2020 at Tiny Lafleur Park to accommodate Santa’s visit.
Motion 267/20	Motion by Councilor Gil to approve the Chamber of Commerce Fireworks Event Permit for Tiny Lafleur Park at 9:00 p.m. on December 5, 2020 dependent on weather conditions. CARRIED
	2. Proclamation – Family Violence Prevention Month
Motion 268/20	Motion by Councilor Wilcox to proclaim November 2020 as Family Violence Prevention Month in the Town of Carstairs. CARRIED
	3. RFP for Planning and Engineering Services
Motion 269/20	Motion by Councilor Green to approve splitting Engineering and Planning Services with ISL becoming the Town Planners and CIMA becoming the Town Engineers. CARRIED
BYLAWS & POLICIES:	Nil
COMMITTEE REPORTS:	1. Legislative & Emergency Services Committee - Councilor Ratz had no report at this time. 2. Strategic Planning & Corporate Affairs Committee - Councilor Ratz had no report at this time.

3. External Relations Committee

- Councilor Allan had no report at this time.

4. Policy and Governance Committee

- Councilor Gil had no report at this time.

5. Committee of the Whole

- Committee of the Whole meeting was held on November 9, 2020 prior to Council.

6. Mountain View Regional Waste Commission

- Councilor Green gave an oral report on the October 21, 2020 meeting.
- Next meeting will be held on November 23, 2020.

7. Mountain View Regional Water Commission

- Councilor Blair had no report at this time.
- Next meeting will be the Organizational and Budget meeting and will be held on November 25, 2020.

8. Mountain View Seniors’ Housing

- Councilor Ratz gave an oral report on the October 22, 2020 meeting.
- Next meeting will be the held on November 26, 2020.

9. Municipal Area Partnership

- No report at this time.

10. Carstairs Community Development & Economic Partnership (CCD&EP)

- CCDEP minutes of October 21, 2020 meeting are attached.
- Next meeting will be held on November 16, 2020.

11. Central Alberta Economic Partnership (CAEP)

- Councilor Ratz had no report at this time.
- Next meeting will be held on November 18, 2020.

Motion 270/20

Motion by Councilor Green to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:

Councilor Blair

- Attended Council of the Whole meeting on November 9, 2020.

Councilor Wilcox

- Participated in Air 106.1 FM Carstairs Mayors’ Minute monthly feature in October.
- Attended Council of the Whole meeting on November 9, 2020.

Councilor Green

- Attended the RFP for the Town Planning and Engineering Services on October 29, 2020.
- Attended Council of the Whole meeting on November 9, 2020.

Councilor Allan

- Attended Hugh Sutherland School Virtual Remembrance Day Ceremony on November 6, 2020 and it will be aired on Tuesday, November 10, 2020.
- Attended Council of the Whole meeting on November 9, 2020.

Councilor Ratz

- Attended the Golf Club Advisory Committee meeting on October 28, 2020.
- Attended the RFP for the Town Planning and Engineering Services on October 29, 2020.
- Attended Council of the Whole meeting on November 9, 2020.

Councilor Gil

- Attended the Elementary School Ceremony where Carstairs Community Chest presented Principal Goutsis with a donation of \$12,000.
- Attended the RFP for the Town Planning and Engineering Services on October 29, 2020.

- Attended Council of the Whole meeting on November 9, 2020.

Mayor Colby

- Attended Council of the Whole meeting on November 9, 2020.
- Participated in Olds Connected to Carstairs monthly radio feature in October and November 2020.

Motion 271/20 Motion by Councilor Allan to accept all Councilor Reports as information. **CARRIED**

CORRESPONDENCE: 1. Letter – Alberta Economic Development, Trade and Tourism

Motion 272/20 Motion by Councilor Blair to accept the correspondence as information. **CARRIED**

- 2. Letter – Alberta Justice and Solicitor General

Motion 273/20 Motion by Councilor Gil to accept the correspondence as information. **CARRIED**

CAO’S REPORT: Nil

COUNCILOR CONCERNS 1. Councilor Gil asked the question, what the status of the railway ties parked along the tracks with creosol on them, and has the Town heard from CP Rail when they are to be moved.
- Administration will look into it.

Motion 274/20 Motion by Councilor Wilcox to accept the Councilor concerns as information. **CARRIED**

PUBLIC QUESTION PERIOD: Nil

MEDIA QUESTION PERIOD: Nil

CLOSED MEETING: Nil

NEXT MEETING: Monday, November 23, 2020

ADJOURNMENT:

Motion 275/20 Motion by Councilor Ratz to adjourn the meeting of November 9, 2020, at 7:12 p.m. **CARRIED**

Lance Colby, Mayor

Carl McDonnell, CAO



**Town of Carstairs
PARADE AND PROCESSION PERMIT**

Applicant Name: Carstairs Chamber
(if organization, include name of designated officer)

Date: Dec 5 2020 Times: 6pm to 9pm

Purpose of Parade or Procession: Christmas Parade

Intended Route: (attach map)

We will be going through the various communities

Assembling Area – Start (address):
Golf Course

Assembling Area – Finish (address):
Soccer Field at fireworks or after route is finished people can disburse

Number of participants: _____

Number of Vehicles: 15-20

Number of Horses/Other Livestock: 0

Are barricades required? (Y) X (N) X
Is traffic control required? (Y) X (N) _____

Is the street sweeper required? (Y) _____ (N) X
Will you be crossing railway line? (Y) X (N) _____

Special conditions, i.e. crowd control:

Have discussed with AHS who is on band - going through communities
will eliminate gatherings as people can watch from their homes

Signature of Applicant: [Signature]

Application Date: _____ Approval Date: _____

Signature of Town official: _____

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
MONDAY, NOVEMBER 9 2020, 4:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Blair, Wilcox, Green, Allan, Ratz, and Gil, CAO Carl McDonnell (via Zoom), and Executive Assistant Brenda Coles.

ABSENT: N.B Council Ratz arrived at 4:20 p.m.

CALL TO ORDER: Mayor Colby called the meeting of November 9, 2020 to order at 4:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Wilcox to adopt the Committee of the Whole agenda of November 9, 2020, as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: Motion by Councilor Green to adopt the Committee of the Whole minutes of October 13, 2020, as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS: Nil

NEW BUSINESS: Nil

COMMITTEE REPORTS: **1. Budget & Financial Reports**
- CAO McDonnell spoke to the following Financial Reports for month ending October 31, 2020.

- a) Summary Report
- b) Financial Report
- c) Revenue and Expense Report
- d) Capital Report

2 Organizations
- No report at this time.

3. Inter-municipal Collaboration Committee (ICC)
- No report at this time.

4. Review of Documents and Plans
- No report at this time.

5. Communications Report
- No report at this time.

CORRESPONDENCE: Nil

CAO'S REPORT: Nil

PUBLIC QUESTION PERIOD: Nil

MEDIA QUESTION PERIOD: Nil

CLOSED MEETING:

Motion by Councilor Blair to close the meeting to the Public at 4:06 p.m. to discuss the following closed session items.

1. R.C.M.P. Didsbury Detachment – Staff Stg. Chad Fournier
2. 2021 Budget
3. RFP for Planning and Engineering Services
4. Regional Fire Compensation Model

Motion by Councilor Allan that Council return to the Open Public meeting at 6:02 p.m.

CARRIED

Motion by Councilor Gil to accept the 2021 Budget and Financial Statements for October 2020 as information.

CARRIED

Motion by Councilor Green to recommend that Council approve splitting the Engineering and Planning Services; with ISL becoming the Town Planners and CIMA becoming the Town Engineers.

CARRIED

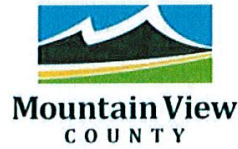
NEXT MEETING: Monday, December 14, 2020

ADJOURNMENT: Motion by Councilor Green to adjourn the meeting of November 9, 2020, at 6:12 p.m.

CARRIED

Lance Colby, Mayor

Carl McDonnell, CAO



October 30, 2020

Town of Carstairs
Box 370
Carstairs, AB T0M 0N0

Dear Mr. McDonnell:

RE: 2020-2021 Mountain View County Appointments

Mountain View County Council, at its Organizational Meeting held on October 28, 2020 appointed the following representatives to the following committees until 2021 Organizational meeting.

Intermunicipal Collaboration Committee

Councillor	Dwayne Fulton	403-606-8925	dfulton@mvcounty.com
Deputy Reeve	Greg Harris	403-586-6267	gharris@mvcounty.com
Councillor	Al Kemmere	403-507-3345	akemmere@mvcounty.com

Intermunicipal Planning Commission

Councillor	Dwayne Fulton	403-606-8925	dfulton@mvcounty.com
Deputy Reeve	Greg Harris	403-586-6267	gharris@mvcounty.com
Reeve	Bruce Beattie (alternate)	403-559-7106	bbeattie@mvcounty.com

Municipal Area Partnership

Reeve	Bruce Beattie	403-559-7106	bbeattie@mvcounty.com
Deputy Reeve	Greg Harris	403-586-6267	gharris@mvcounty.com

Please forward any information pertaining to this matter to the appointed representatives.

If you have any questions concerning the above, I would be happy to discuss them with you.

Sincerely,

Christofer Atchison, Director
Legislative, Community and Agricultural Services

/v1

T 403.335.3311 1.877.264.9754 F 403.335.9207
1408 - Twp Rd 320 Postal Bag 100 Didsbury, AB, Canada T0M 0W0
www.mountainviewcounty.com
Building Rural Better



Town of Olds

November 5, 2020

Municipal Area Partnership (MAP)
c/o Town of Sundre
Box 420
Sundre AB
T0M 1X0

Dear Mayor Leslie,

RE: Town of Olds Council appointment to Municipal Area Partnership (MAP)

At their Organizational meeting of October 26, 2020, Town Council re-appointed Mayor Muzychka to the **Municipal Area Partnership**, for a one year term, expiring on the fourth Monday in October 2021.

Mayor Muzychka contact information is:

4512 – 46th Street

Olds, AB T4H 1R5

cell: 403-438-0229

email: mmuzychka@olds.ca

Sincerely,

Marcie McKinnon
Legislative Clerk

cc: Mayor Muzychka

Mayor Tim Hagen, Village of Cremona, Box 10, Cremona AB T0M 0R0

Mayor Rhonda Hunter, Town of Didsbury, Box 790, Didsbury AB T0M 0W0

Mayor Lance Colby, Town of Carstairs, Box 370, Carstairs AB T0M 0N0

Reeve Beattie, Mountain View County, PO Bag 100, Didsbury AB T0M 0W0

Legislative - MAP File

Town of Olds Human Resources Department – Council Files

