








**REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
MONDAY, JUNE 24, 2024, 7:00 P.M.**

Page

1. **CALL TO ORDER**
2. **ADDED ITEMS**
3. **ADOPTION OF AGENDA**
  - a) Adoption of agenda of June 24, 2024  
**Motion:** To adopt the agenda of June 24, 2024
- 3 - 5 4. **ADOPTION OF MINUTES**
  - a) Adoption of minutes of June 10, 2024 (addendum 4.a)  
**Motion:** To adopt the minutes of June 10, 2024  

5. **BUSINESS ARISING FROM PREVIOUS MEETING**
6. **DELEGATIONS**
  - a) Provincial Sports Awards Presentation
  - 6 - 10 b) Haiti Arise-Elisa Humphrey  

  - c) RCMP-Sgt S. Browne
7. **BYLAWS AND POLICIES**
  - 11 - 12 a) Policy No. 41-005-24-Water Restriction Policy (addendum 7.a)  

  - 13 - 17 b) Bylaw No. 1081 Livestock Bylaw-Amended (addendum 7.b)  

8. **NEW BUSINESS**
  - a) Municipal Planning Commission Appointment-Kylie Ranson
  - 18 - 19 b) Subdivision Extension Request (addendum 8.b)  

  - 20 - 21 c) Council Meeting Guidelines (addendum 8.c)



**9. COMMITTEE REPORTS**

- a) POLICIES & PRIORITIES COMMITTEE
- b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- c) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- d) MOUNTAIN VIEW SENIORS HOUSING
- e) RED DEER RIVER MUNICIPAL USERS GROUP

**10. COUNCILOR REPORTS**

- a) COUNCILOR ALLAN
- b) COUNCILOR BALL
- c) COUNCILOR FRICKE
- d) COUNCILOR RATZ
- e) COUNCILOR ROBERTS
- f) COUNCILOR WILCOX
- g) MAYOR COLBY

**11. CORRESPONDENCE**

- a) Bowden Daze Invitation (addendum 11.a)



**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 2 of Part 1 of the Freedom of Information and Privacy (FOIP) (s. 16 to 29).

**17. ADJOURNMENT**

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**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, JUNE 10, 2024, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz & Wilcox, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Willisroft, CAO Rick Blair & Executive Assistant Kayleigh Van Es

**ABSENT:** Councilor Roberts

**CALL TO ORDER:** Mayor Colby called the meeting of Monday, June 10, 2024, to order at 7:01 p.m.

**ADDED ITEMS:** **Financial Update to New Business 8.c**  
**ADOPTION OF AGENDA:** Motion 218/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of June 10, 2024, as amended.

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES:** Motion 219/24 Motion by Councilor Ball to adopt the Regular Council minutes of May 27, 2024, as presented.

**CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** **1. Regional Policing Study Update**  
CAO Blair updated Council on the progress of the study.

Motion 220/24 Motion by Councilor Ratz to accept the Regional Policing Study Update as information.

**CARRIED**

**DELEGATIONS:** Nil

**BYLAWS & POLICIES:** **1. Beekeeping Application Form**  
CAO Blair spoke to the application form that the town has to take precautions to ensure proper beekeeping. Administration is in the process of modifying the present Livestock Bylaw to allow beekeeping. The Bylaw will reference a Policy, which will then include the application.

Councilor Wilcox mentions that the City of Airdrie is conducting a pilot project and wonders if that is a more effective approach. R. Blair responds that the Bylaws and Policies must still be in place, regardless of whether it is a Pilot Project. S. Wilcox also inquires whether the neighbors consent is required before issuing the permit, to which an answer is yes, in order to obtain a permit, all adjacent neighbors must sign the consent.

Councilor Fricke inquired whether the Bylaw Officers and Peace Officers will enforce the Bylaw. And when asked if they would require more training, R. Blair responded that while they will be the enforcers, no further training is required because they are merely ensuring conformance.

More information will be brought to the Policies & Priorities committee.

Motion 221/24 Motion by Councilor Fricke to accept the Beekeeping Application Form as information.

**CARRIED**

**NEW BUSINESS:** **1. Richard Dais Scholarship 2024**  
Council agreed to grant one anonymous student \$600 for their essay submission for the Richard Dias Scholarship.

Motion 222/24 Motion by Councilor Ratz to recommend anonymous essay number four as the winner of the 2024 Richard Dais Scholarship.

**CARRIED**

**2. Citizenship Award 2024**  
Council agreed to grant one anonymous student \$100 for their essay submissions for the Citizenship Award.

Motion 223/24 Motion by Councilor Allan to recommend anonymous essay number one as the winner of the 2024 Citizenship Award.

**CARRIED**

**3. Financial Update**

S. Allison gave Council an update on the financials for 2024. Stating that taxes are due on June 30, 2024. Capital projects are well underway, on time and within budget. Working on grant funding applications. Financial reports will be completed this week.

Motion 224/24

Motion by Councillor Fricke to accept the Financial Update as information.

**CARRIED**

**COMMITTEE REPORTS:**

**1. Policies & Priorities Committee**

-Next Meeting June 20, 2024.

**2. Mountain View Regional Waste Commission**

-Next Meeting July 22, 2024. Tipping fees have increased and back on track.

**3. Mountain View Regional Water Commission**

-Next meeting June 19, 2024. Everything is going well, and the drought threat is lessening. Working on drought policies and plans.

**4. Mountain View Seniors' Housing**

-Council reviewed the key messages from the meeting on May 9, 2024. Next meeting June 13, 2024.

**5. Red Deer River Municipal Users Group**

-Next meeting TBD.

Motion 225/24

Motion by Councillor Allan to accept all Committee Reports as information.

**CARRIED**

**COUNCILOR REPORTS:**

**Councillor Allan**

-June 2, 2024, attended the Carstairs Heritage Festival. Stating that the event was very well executed.

-June 5, 2024, accepted a cheque on behalf of the Town of Carstairs from TC Energy for a new automated CPR device at the Carstairs Fire Department.

**Councillor Ball**

-June 2, 2024, attended the Carstairs Heritage Festival. Once again, the event was carried out very well.

-June 6-9, 2024, attended the FCM Conference in Calgary. Participated in a Storm water pond tour of a Nautilus pond.

**Councillor Fricke**

-June 2, 2024, attended the Carstairs Heritage Festival.

-June 6-9, 2024, attended the FCM conference in Calgary. The seminar revealed that many available grants exclude rural towns, and that it is beneficial to collect community and housing needs assessments as they reflect different figures from Statistics Canada.

A. Fricke expressed appreciation that the community is being proactive by doing a housing needs assessment and census. Some of the other topics discussed were future rural connectivity as well as health and safety of Council and staff.

**Councillor Ratz**

-June 2, 2024, attended and volunteered at the Carstairs Heritage Festival. The new parade route was a big success, attracting between 1500 and 2000 people. Approximately 3000 persons were in attendance of the event. M. Ratz would like to thank the town staff for their assistance with set-up and take-down.

-June 6-9, 2024, attended the FCM conference in Calgary. A Seminar regarding AI technology was noteworthy, since it reduces the amount of time spent on simple tasks. Also, of note was the presentation on harassment and workplace health and safety.

**Councillor Wilcox**

-May 16, 2024, attended Parkland Regional Library board meeting where the budget was presented.

-May 16, 2024, attended the Policies & Priorities Committee meeting.

-May 20, 2024, attended the Carstairs Public Library Board Meeting. They're looking into updating the website.

-June 1, 2024, participated in the Carstairs Parade of garage sales.

-June 2, 2024, attended and volunteered at the Carstairs Heritage Festival.

-June 6-9, 2024, attended the FCM Conference in Calgary. Notable was the Planet Youth Booth. As well as noting the informative seminar on harassment in the work place.

**Mayor Colby**

-June 2, 2024, attended the Carstairs Heritage Festival.

-June 6-9, 2024, attended the FCM Conference in Calgary. Despite the fact that most issues are beyond the scope of our town, the Harassment session was very informative.

**Regular Council Meeting – June 10, 2024**

**Page 3 of 3**

Motion 226/24 Motion by Councilor Allan to accept all Councilor Reports as information.

**CARRIED**

**CORRESPONDENCE:**

**1. Kiwanis Music Festival Letter**

Council reviewed the letter notifying Council of the HSS Choir's successes and their recommendation to move on to the Canada West Music Festival in Victoria, British Columbia this July.

Motion 227/24

Motion by Councilor Wilcox to accept the Kiwanis Music Festival Letter as information.

**CARRIED**

**CAO'S REPORT:**

-June 4, 2024, met with HSS school treasurer Melissa Copley to discuss bus loop safety. We will schedule a meeting for further discussion.

-June 2, 2024, attended the Carstairs Heritage Festival.

-June 6-10, 2024, attended the FCM conference in Calgary. Also noting the harassment seminar. Networked with many communities near and far.

Motion 228/24

Motion by Councilor Ball to accept CAO's Report as information.

**CARRIED**

**COUNCILOR CONCERNS:**

**1. Council Allan**

Not a concern, but wanted to mention the positive feedback at the Carstairs Heritage Festival.

**2. Councilor Fricke**

Not a concern, but wanted to mention to Council that Adrenalin Motors will hold their Grand Opening on July 13, 2024, beginning at 11:00 a.m., followed by community events from 12:00 to 3:00, including BBQ, face painting, dessert trucks, and car rides.

Motion 229/24

Motion by Councilor Ratz to accept Councilor Concerns as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

Nil

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING:**

**CONFIDENTIAL** Section 237 of the MGA states that Councils 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 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).

Motion 230/24

Motion by Councilor Allan that Council close the meeting to the public to discuss personnel as per Section 17 of FOIP at 8:30 p.m.

**CARRIED**

Motion 231/24

Motion by Councilor Ball to come out of the closed meeting session at 8:41 p.m.

**CARRIED**

**NEXT MEETING:**

Monday, June 24, 2024 at 7:00 p.m.

**ADJOURNMENT:**

Motion 232/24

Motion by Councilor Ball to adjourn the meeting of June 10, 2024, at 8:42 p.m.

**CARRIED**

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**Lance Colby, Mayor**

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**Rick Blair, CAO**



Haiti ARISE Ministries  
USA: PO Box 609,  
Montesano, WA 98563-4410  
infousa@haitiarise.org

Canada: PO Box 85267,  
Albert Park PO,  
Calgary, Alberta T2A 7R7  
info@haitiarise.org

March 15<sup>th</sup>, 2018

Hello & Greetings from Haiti ARISE!

We at Haiti ARISE want to take this opportunity to introduce to you one of our major partners, and encourage you to consider their local initiative.

Clothing for a Cause has been partnering with us since 2005, and through the placement of one of their clothing donation bins in a publicly accessible location, the revenue generated from the clothing goes largely to sponsor many of our programs and projects.

A major project we are focusing on this year is the continued construction of our **Children's Village**. Our plan, once completed, will be to have a campus of 3 duplexes and 3 quadplexes, with the ability to house 18 family units, each with a parent couple and 5-8 children. We currently have 3 families in our first two duplexes, with a total of 16 children between them. It is going extremely well and growing steadily. The opening of the Children's Village has exposed us to the numerous life and death situations that children in Haiti face, and spurred us on with a desperate desire to rescue more children. We have begun the construction of our 3rd duplex but need to raise \$100,000 to complete this building. Clothing for a Cause is helping make this possible, *so we ask you to consider the placement of a clothing donation bin on your premises*, so that the funds raised would help us to reach this goal.

*Also if would you are able to consider investing directly in this project and helping us rescue orphans, abandoned and slave children, we would be grateful for your partnership! You can visit us online at [www.haitiarise.org](http://www.haitiarise.org) or contact us directly for more information and to find out how you can support this valuable work by getting involved.*

Haiti ARISE Ministries has been in operation since 2003 with a proven track record of more than 95% of all donation dollars going directly to the field and projects we are engage in. We strive to keep our Canadian and US administration to a bare minimum through volunteer participation in every aspect of the ministry.

Haiti ARISE is actively raising godly leaders to impact their own families, communities and countries for the hope of a great future. We do this through five main areas: **Church** planting & outreach, **Education** from pre-school to technical college, **Health** care, **Home** rebuilding, and **Orphan** care. We also have numerous **Community Transformation** Projects such as our **Kids4Kids Goat Farm** program that teaches 5th and 6th grade students to raise goats, providing them with a pregnant goat at the end of their course; our **Community Gardens** agriculture program, as well as well-drilling, food distributions, disaster relief and our **Justice Aid Office** that provides free legal representation to the imprisoned.

We want to thank you for taking the time to hear about our work and considering partnering with us, either by working with Clothing for a Cause to permit a clothing donation bin on your premises or by giving directly to Haiti ARISE. Thank-you again and we look forward to hearing from you.

Sincerely yours,

Marc & Lisa Honorat, CO-Founders & Field Directors



Haiti ARISE Ministries is a registered Canadian charity & US 501(c)3.

## **Bin Service Commitment and Guarantee:**

We can assure you that our management of this service is superior to what has been previously available, allowing us to maintain long term relationships with our existing bin location hosts. Because of this, you as a property owner will not be required to shield any of the responsibility for the monitoring or maintenance of the bin location.

We can provide excellent references regarding our ability to manage these bins and prevent any inconvenience to you as a property owner. If you would permit us to place a bin on your premises, we can offer you our **commitment** that the clothing collection bins will be emptied regularly and guarantee that the bins and surrounding area will be well maintained.

We are able to achieve these **guaranteed** results because of the following management practices:

1. We closely monitoring our collection personnel and drivers, by tracking our collection trucks using GPS technology.
2. Our contact number is clearly posted on every bin.
3. Our business cell phone is answered 7 days a week - 24 hours a day.
4. Our trucks operate 7 days a week.
5. With one phone call a truck can be diverted to any locations requiring immediate assistance.
6. We own our own trucks which are well maintained, and Department of Transportation (DOT) Certified.
7. We do not contract out our collection services, but hire and manage our own personnel.
8. Our trucks are well equipped with all necessary safety and first-aid equipment.
9. Our trucks are monitored using GPS technology, and we do regular bin location checks to ensure our personnel are maintaining our standards.
10. We schedule the pick-up from each Clothing Collection Bin when we anticipate they will be 3/4 full, this way the bins always act as a receptacle and overflow issues are kept to a minimum.
11. Our protocols require truck personal to submit an incident report in the event anything **at all** is left outside of a bin location. In this way we are able to adjust quickly to ensure service levels are appropriate, or to increase monitoring of a location in order to prevent any further issues.
12. We strive to prevent problems before they occur, negating the need to resolve issues on an ongoing basis.
13. Incident reports are also submitted for any other issues, such as graffiti or damage to a bin.
14. We immediately remove all graffiti and repair any damage.
15. Our bins have an attractive cheerful design and their appearance is maintained regularly.
16. Each bin is washed and painted annually, or again throughout the year if conditions necessitate.
17. Our ongoing bin maintenance schedule help us maintain aesthetic appearance, functionality and cleanliness of each bin site.
18. Our unique oversize bins, serve the function of 4 usual size clothing donation bins, takes up less of an overall footprint and are more functional preventing overflow issues.
19. We adhere to all WCB and other workplace safety standards.
20. When picking up from municipal recycling sites we require our drivers to arrive well in advance of closing time to ensure they exit the gate prior to closing.
21. We accept all clothing, textiles, bedding, and footwear, which for the most part are 99.9% recycled. We do not re-divert anything into the local waste stream.
22. We have been operating our Clothing Donation Bin Program for over 13 years, this experience enables us to plan and respond to seasonal fluctuations of material and upkeep of bins, as well as winter trucking conditions.
23. to the residents of Calgary and surrounding areas,
24. Our Clothing Donation Program allows us to supports programs that are **near and dear to our hearts**, both with Haiti Arise Ministries and Central Alberta Pregnancy Care Center, this personal engagement helps to ensure we stay highly motivated to manage and service each bin location.
25. We are committed to providing textile recycling services, and to the diligent management of each bin locations, in order to enable the continued support of these worthwhile charitable programs.

## **Program Overview:**

Clothing collected from the clothing donation bins is sold to international wholesalers & recyclers and the resulting revenue has allowed us to provide 100's of thousands of dollars of funding to local and international groups since 2005.

Currently we are providing funding to Haiti Arise Ministries for their:

- Elementary School expansion,
- Student Sponsorship Program,
- General Operating Fund,
- Haiti Arise Children's Village construction,
- and the Les Palms Justice Initiative, a legal aid clinic in Petit Goave - Haiti, that Clothing for a Cause planned and implemented 2014/2016 in partnership with Haiti Arise Ministries.

In addition, we are now increasing our work with the Central Alberta Pregnancy Care Center, having started to support them in February 2017 with bins in Olds and Carstairs. Now with their newly opened Maternity Home in Red Deer our aim is to expand our number of bin locations in order to provide increased funding to assist them as they care for women and children in need.

In order to be able to provide increased funding to CAPCC for their new Maternity Home as well as maintain our ongoing commitment to Haiti Arise Ministries, still with future incremental increases to their programs, we desperately need to expand our clothing donation bin locations.

Please have a look at our website <http://www.clothingforacause.com/host-a-clothing-bin.html>

## **Textile Recycling:**

Many people do not know that textile waste annually in Canada totals more than 550 million lbs! <sup>1</sup> and that "Textile waste accounts for more than 4% of materials in Canada's landfills"<sup>2</sup>. Preventing textile waste from entering our landfill sites and promoting the reuse of existing materials certainly falls under the classification of "Recycling".

Environmental impacts from the reuse of existing textile products include the overall global reduction in pesticide use. The cultivation of cotton, a highly vulnerable plant, accounts for the majority of global pesticide use and is greatly reduced by the reuse of existing cotton products.

Land otherwise engaged in textile fiber production can be reallocated to food production, and the labour and capital otherwise involved in textile production, can also be put to higher and better uses, other than re-creating clothing that already exists.

On a Global scale, there are enormous gains from re-using still serviceable goods. Since clothing, even used clothing, clearly has value in the marketplace, it constitutes "real income" to those who receive it. Whenever this "real income" can be put to good use helping those in need, it results in a net worldwide economic gain, while discarding it results in a net worldwide loss.

An added benefit to textile recycling is that the clothing sold to international recyclers provides small merchants in developing nations with a low cost product that they can use to generate their livelihood thereby supporting themselves, their families and their communities.

1. <http://www.earthday.ca/resources/ecotrivia> "On average, how many kilograms of textile waste (clothes, bedding, curtains, etc) per person end up in landfills throughout Canada each year? – Answer: 7kg" (Converts to: 15.43 lbs). Canada's population is currently 35,675,834 x 15.43 lbs = >550 Million lbs.

2. [http://www.youthxchange.net/main/b207\\_how-much-l.asp](http://www.youthxchange.net/main/b207_how-much-l.asp) "Textile waste accounts for more than 4% of materials in Canada's landfills."



# TOWN OF CARSTAIRS

AN AUTHENTIC SMALL TOWN

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February 13, 2015

To whom it may concern:

**Re: Clothing for a Cause**

We have worked with Clothing for a Cause over the past year and have been very pleased. They have provided great service and our community has benefited as a result. We have had no issues with the bin at all.

I would recommend partnering with this organization.

If you would like further information please feel free to contact me.

Sincerely,

Nathan Cooper  
Councillor, Town of Carstairs  
403 998 6385

Administrative Office Box 370 844 Centre St Carstairs, AB TOM ONO P: 403.337.3341 F: 403.337.3343	Operations Building Box 370 229 – 9 Ave Carstairs, AB TOM ONO P: 403.337.3446 F: 403.337.3343	Parks Building Box 370 139 – 9 Ave Carstairs, AB TOM ONO P: 403.337.3446 F: 403.337.3343	FCSS Office Box 370 844 Centre St Carstairs, AB TOM ONO P: 403.337.3341 F: 403.337.3343	Bylaw Office Box 370 315-10 Ave S Carstairs, AB TOM ONO P: 403.337.2633 F: 403.337.3343	Memorial Complex Box 370 2100 Hwy 581 Carstairs, AB TOM ONO P: 403.337.3391 F: 403.337.3343	Fire Department Box 1150 1450 Gough Rd Carstairs, AB TOM ONO P: 403.337.3633 F: 403.337.3343
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[www.carstairs.ca](http://www.carstairs.ca)





**Town of Carstairs**

**Policy: Water Restriction Policy  
Policy No. 41-005-24**

**Date: June 24, 2024**

**Adopted by: Council**

**Purpose:**

The Town of Carstairs Water Restrictions Policy provides the means for reducing use during extreme demand or when water production is limited. The purpose of restrictions is to limit non-essential use so water is available for essential uses such as human consumption, sanitation, firefighting, etc. Restrictions are used to resolve short term supply shortages and are not intended to address long term demand and production issues. **Restrictions may be set by Mountain View Regional Water Services Commission or by the Town of Carstairs.**

**Definitions:**

**“MVRWSC” means Mountain View Regional Water Services Commission.**

**Guidelines:**

**1. Restriction activation**

Restrictions will be activated when water demand exceeds the capabilities of the supply system. This condition will often be associated with declining reservoir levels with the inability to recover even during non-peak use times. MVRWSC Chairman and Manager **or the Town of Carstairs** will evaluate supply and usage conditions and determine if restrictions are necessary and which level of restriction should be enforced.

**2. Water allocations**

Allocations will be calculated using the available supply and population statistics from Government of Alberta Municipal Affairs to determine a per capita supply. Each member municipality and customer will be responsible for bringing usage levels within the available per capita supply.

**3. Restriction notification**

MVRWSC **and the Town of Carstairs** will communicate restriction levels and allocations to member municipality administration and non-member customers. Member municipalities and customers are responsible for public notice of restrictions. ~~MVRWSC will give~~ **Giving** as much advance notice of restrictions as possible.

**4. Restriction enforcement**

Member municipalities are responsible for the enforcement of restrictions within their respective jurisdictions. MVRWSC will enforce restrictions placed on non-member customers.

**5. Restriction levels**

MVRWSC **or the Town of Carstairs** will issue restriction level advisories as recommended measures to reduce demand. However, member municipalities and customers are only required to bring usage within their prescribed allocation. The restrictions used may vary between municipalities with some using less or more stringent restrictions to meet their allocated supply. Voluntary reductions below allocations are encouraged and would likely serve member self-interests by reducing the duration and severity of restrictions.

**RECOMMENDED WATER RESTRICTIONS FOR EACH MEMBER MUNICIPALITIES ARE AS FOLLOWS:**

**a. Restriction Level 1 Recommendation**

The following residential uses are permitted only during even numbered days at even numbered addresses and odd numbered days at odd numbered addresses:

- i. Lawn watering
- ii. Filling of swimming pools and spas
- iii. Filling of fountains and other water features

**b. Restriction Level 2 Recommendation**

The following residential uses are not permitted:

- i. Lawn watering
- ii. Filling of swimming pools and spas
- iii. Filling of fountains and other water features
- iv. Washing of vehicles, homes, driveways, windows, patios, paths, boats, etc.
- v. Use of water toys

The following non-residential uses are not permitted:

- i. Lawn watering (except for turf farms)
- ii. Washing of driveways, paths, patios, windows, etc.

**c. Restriction Level 3 Recommendation**

The following residential uses are not permitted:

- i. Lawn watering
- ii. Watering of gardens and flower beds
- iii. Filling of swimming pools and spas
- iv. Filling of fountains and other water features
- v. Washing of vehicles, homes, driveways, windows, patios, paths, boats, etc.
- vi. Use of water toys

The following non-residential uses are not permitted:

- i. Lawn watering (including turf farms)
- ii. Washing of driveways, paths, patios, windows, etc.
- iii. Bulk water sales
- iv. Use by commercial nurseries and market gardens
- v. Use by commercial car wash facilities
- vi. Limiting of commercial, industrial and institutional use

**d. Restriction Level 4 Recommendation**

Only residential use for consumption, preparation of food, sanitary and hygienic purposes is permitted.

Only essential commercial, industrial and institutional use permitted such as hospitals, firefighting, etc.

**e. Restriction exemptions**

Exemptions to these restrictions can be granted if the user can demonstrate reasonable need. Uses eligible for exception within each member municipality will be at the discretion of each respective member. MVRWSC Chairman and Manager **or the Town of Carstairs** will evaluate and issue exceptions for non-member customers. All exceptions granted will be approved in writing.

**RESCINDING & ADJUSTMENT of RESTRICTIONS**

MVRWSC Chairman and Manager **or the Town of Carstairs** will evaluate supply and usage conditions and determine if restrictions are necessary or if restriction levels or allocations require adjustment.

**End of Policy**

/Carstairs06/24

**Signatures:**

M /24 Policy No. 41-005-24 adopted at Council on June 24, 2024.

\_\_\_\_\_  
**Mayor, Lance Colby**

\_\_\_\_\_  
**CAO, Rick Blair**

**Bylaw No. 1081-Amended**

**BEING** a Bylaw of the Town of Carstairs in the Province of Alberta, the purpose of this bylaw is to control the livestock within the limits of the Town of Carstairs.

**WHEREAS** Section 7. (a) of the Municipal Government Act, Chapter M-26 RSA 2001 as amended: A Council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

**WHEREAS** Section 7. (i) of the Municipal Government Act, Chapter M-26 RSA 2011 as amended: A Council may pass bylaws for municipal purposes respecting the following matter of wild and domestic animals and activities in relation to them;

**WHEREAS** it is deemed expedient to enact a bylaw for the regulation and control of livestock within the boundaries of the Town of Carstairs;

**NOW THEREFORE**, the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw ~~may be referred to as the~~ shall be known as **“The Livestock Control Bylaw”**.
2. In this Bylaw:
  - a. ~~“Animal Control Officer” means a person engaged by the Town to administer and enforce the provisions of this bylaw.~~
  - b. ~~“Bylaw Enforcement Officer” means a person appointed by the Town in accordance to the provisions of 555.1 of the Municipal Government Act and will also include Community Peace Officers as well as members of the Royal Canadian Mounted Police.~~
  - c. ~~“Owner” means a person who has legal title to a livestock animal, and includes any person who has actual or apparent possession or custody of the livestock, either permanently or temporarily or harbors livestock or allows livestock to remain on their property.~~
  - d. **“Livestock or Animal”** includes, but is not limited to:
    - i. a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep or goat,
    - ii. domestically reared or kept deer, reindeer, moose, elk, or bison,
    - iii. farm bred fur bearing animals including foxes or mink,
    - iv. animals of the bovine species,
    - v. animals of the avian species including chickens, turkeys, ducks, geese, or pheasants and
    - vi. all other animals that are kept for agricultural purposes, but does not include cats, dogs, or other domesticated household pets;
  - e. **“Municipal Tag”**
    - (1) ~~A bylaw Enforcement Officer may issue and serve a municipal tag on any person the officer has reasonable and probable grounds to believe has contravened a provision of this bylaw by:~~
      - i. Personally serving the municipal tag on the person; or
      - ii. Mailing a copy of the municipal tag by pre-paid post to the address provided by a person on a permit application, or a persons last known postal address
    - (2) ~~A municipal tag shall be in a form approved by the Chief Administrative Officer and shall state:~~
      - i. The name of the person to whom the municipal tag is issued;
      - ii. The particulars of the contravention of the bylaw;
      - iii. The specified penalty for the offence as set out in the Rates and Fees Bylaw;
      - iv. That the specified penalty shall be paid in (30) days of the issuance of the municipal tag order to avoid prosecution; and
      - v. Any other information as may be required by the CAO.

- f. **“Owner”** means a person who has legal title to a livestock animal, and includes any person who has actual or apparent possession or custody of the livestock, either permanently or temporarily or harbors livestock or allows livestock to remain on their property.
  - g. **“Peace Officer”** shall mean a Bylaw Officer who is appointed by the Town of Carstairs, a Peace Officer appointed by the Province of Alberta, a member of the Royal Canadian Mounted Police or any other local policing authority.
  - h. **“Person”** means a natural person, partnership or body corporate;
  - i. **“Town”** means the Town of Carstairs or the area contained within the boundaries thereof, as the context requires;
  - j. **“Town Property”** means all parcels of land owned and registered in the name of the Town of Carstairs and includes the following public places;
    - i. playground areas
    - ii. all ball diamonds and park areas including the cemetery
    - iii. parking lots
    - iv. rodeo grounds
    - v. skate park
  - k. **“Violation Ticket”**
    - (1) If a municipal tag has been issued and the specified penalty on the municipal tag has not been paid within the prescribed time, a Peace Officer may issue a violation ticket to the person to whom the municipal was issued.
    - (2) A peace officer may, in the sole discretion, elect to issue and serve a violation ticket without first issuing a municipal tag.
    - (3) A peace officer is authorized to issue a violation ticket, to any person the peace officer believes, on reasonable and probable grounds, has committed an offence under this bylaw, under Part 2 or Part 3 of the Provincial Offences and Procedure Act.
    - (4) If a violation ticket is issued it must be in the prescribed form and must:
      - i. State the specified penalty for the offence as set out in the Rates and Fees Bylaw; or
      - ii. Require the person to appear in Provincial Court with or without the alternative of making a voluntary payment.
3. No person shall keep livestock in any area of the Town of Carstairs except where the keeping of livestock is allowed under the Town of Carstairs Land Use Bylaw, or upon approval by Council.
- a. Any person who keeps pigeons and is a member in good standing with either the Canadian Racing Pigeon Club or the Canadian Pigeon Fanciers Association, and whose birds are banded with a seamless Club or Association band on their leg is exempt from Section 3.
  - b. Section 3 shall not apply to Livestock kept on a temporary basis on the Rodeo Grounds or in the Memorial Arena for the purpose of a Rodeo or Cow and Calf Sale conducted on the noted premises.
  - c. Section 3 shall not apply to horses when a parade permit has been issued for a parade occurring within the Town of Carstairs.
4. There will be no riding or driving of cows or horses on any sidewalks within the Town of Carstairs.
5. Running at Large:
- a. The owner of an animal shall ensure that such animal is not running at large.
6. Unattended Animal:
- a. The owner of an animal shall ensure that such animal shall not be left unattended while tethered or tied on premises where the public has access, whether the access is expressed or implied.

- b. The owner of an animal shall ensure that such animal shall not be left unsupervised while tethered or tied on private property.

7. The owner of an animal left unattended in a motor vehicle or trailer shall ensure;

- a. The animal is restrained in a manner that prevents contact between the animal and any member of the public; and
- b. The animal has suitable ventilation and water.
- c. The owner of an animal shall not leave an animal unattended in a motor vehicle if the weather conditions are not suitable for the containment of an animal.

8. Seizure of an Animal:

- a. ~~An Animal Control Peace~~ Officer may enter onto any private land, other than buildings located thereon, in pursuit of an animal running at large. The Animal Control Officer has the ability to seize any animal that is running at large.
- b. ~~An Animal Control Peace~~ Officer has the ability to seize any animal that is in contravention of the Livestock Control Bylaw, as required.
- c. ~~An inspector will be contacted for any animal found running at large. As per the Stray Animals Act.~~

9. Residential Urban Bee Keeping;

- a. ~~A Residential Urban Beekeeping application form must be completed and approved prior to having a hive.~~
- b. ~~All Residential Urban Beekeeping Guidelines must be adhered to. Failing to do so may result in a fine as outlined in the current rates and fees bylaw.~~

10. Notifications;

- a. If an ~~Animal Control Peace~~ Officer knows or can ascertain the name of the owner of the impounded animal, he or she shall serve the owner notice, either personally or by leaving at, or mailing it to the last known address of the owner.
- b. An owner of an animal whom a notice is mailed pursuant to the provisions of Section 9 is deemed to have received a Notice within seven (7) days from the time it was mailed.
- c. ~~An Animal Control Peace~~ Officer is not required to make any investigation as to the owner of an impounded animal other than to search any applicable Town records.

11. Obstruction and Interference;

- a. No person, whether or not that person is the owner of an animal which is being or has been pursued or captured shall;
  - i. Interfere with or attempt to obstruct ~~an Animal Control Officer, Bylaw Enforcement Officer or~~ Peace Officer who is attempting to capture or who has captured an animal which is subject to impoundment or seizure.
  - ii. Open the vehicle or trailer in which animals have been captured for impoundment or seizure: or
  - iii. Remove, or attempt to remove any animal from the possession of ~~an Animal Control Officer, Bylaw Enforcement Officer or~~ Peace Officer.
- b. No person shall;
  - i. Untie, loosen or otherwise free an animal which has been tied or otherwise restrained;
  - ii. Negligently or willfully open a gate, door or other opening in a fence or enclosure in which an animal has been confined and thereby allow an animal to run at large in the Town.
  - iii. Entice an animal to run at large;
  - iv. Tease an animal caught in an enclosed space;

- v. Throw or poke any object into an enclosed space when an animal is caught or confined therein.

12. Reclaiming;

- a. The owner of any impounded animal may reclaim the animal from the Town by paying the fees set out in the rates and fees bylaw.
- b. An ~~Animal Control Peace~~ Officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any impounded animal, to the owner of the animal, if known, and to a veterinarian and the ~~Animal Control Peace~~ Officer shall take into account any recommendations of such veterinarian in dealing with the animal while impounded.
- c. An owner of an impounded animal shall be liable to the Town of Carstairs for any fees or expenses incurred in consulting with a veterinarian or providing any care recommended by a veterinarian in respect of such an impounded animal.

13. Disposal;

- a. A ~~Animal Control Peace~~ Officer shall not sell, destroy or otherwise dispose of an impounded animal until the following conditions are met;
  - i. The impounded animal has been retained by the Town of Carstairs for at least five (5) days after the owner has received or has been deemed to have received notice that his or her animal has been impounded, where the name and address of the owner is known;
  - ii. The impounded animal has be retained by the Town for seventy-two (72) hours, where the name of the owner is not known; or
  - iii. A person having the authority orders the destruction of the impounded animal.

~~14. Penalties—Voluntary Payment~~

- ~~b. Where an Animal Control Officer, believes that a person has contravened any provisions of this bylaw he or she may in his or her absolute discretion serve upon a person a ticket as provided by this section either personally or by mailing by ordinary mail addresses to or leaving the ticket at the last known address of such person and such services shall be good and sufficient for the purpose of this bylaw.~~
- ~~c. A ticket under this section shall in such form as determined by the Town and shall state the section of this bylaw which the person to whom such ticket is issued is accused of having violated, and the amount from Schedule "Q" of the current rates and fees bylaw that will be accepted by the Town in lieu of prosecution.~~
- ~~d. Upon the production of a ticket issued pursuant to this section within ten (10) days from the issue, together with the payment to the Town of the fee provided in the current rates and fees bylaw. The person to whom the ticket was issued shall not be liable for prosecution for the contravention in respect of which the ticket was issued.~~
- ~~e. Nothing in this section shall prevent a person to whom a ticket has been issued from defending any prosecution commenced by the Town for any contravention of the provisions of this bylaw.~~
- ~~f. If an Animal Control Officer believes that a person has contravened any provisions of this bylaw, he or she may commence proceedings by issuing a summons by means of a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedures Act, S. A. 1988, Chapter P21.5.~~
- ~~g. The specified penalty payable in respect of a contravention of a provision of this Bylaw in proceedings commenced under the Provincial Offences and Procedures Act is the amount shown in the current rates and fees bylaw in respect of that provision.~~

14. Fines and Penalties

A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:

- a. Not less than the specified penalty established in the Rates and Fees Bylaw;
- b. And not exceeding \$10,000.00.



- c. Any Person who commits a second or subsequent offence under this Bylaw, within one (1) year of conviction of a first offence under this Bylaw, is liable on summary conviction to a fine not less than the increased amount set out in the Rates and Fees Bylaw.

**15. General Provisions**

The Town is not required to enforce every breach or contravention of this Bylaw. In deciding whether or not to enforce the Bylaw, the Town may take into account any practical concerns or considerations, including but not limited to the nature and extent of the breach or contravention, any financial or budgetary considerations and the availability of personnel or human resources.

Nothing in this Bylaw relieves a Person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful.

- 16. This bylaw comes into full force and effect on the date of its final passing.

- 17. This bylaw repeals Bylaw 248 and Bylaw 413.

**READ A FIRST TIME THIS 24<sup>TH</sup> DAY OF JUNE A.D., 2024**

**READ A SECOND TIME THIS 24<sup>TH</sup> DAY OF JUNE A.D., 2024**

**UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 24<sup>TH</sup> DAY OF JUNE A.D., 2024**

**READ A THIRD AND FINAL TIME THIS 24<sup>TH</sup> DAY OF JUNE A.D., 2024**

\_\_\_\_\_  
**Lance Colby, Mayor**

\_\_\_\_\_  
**Rick Blair, CAO**



FOR OFFICE USE ONLY	
Date of Receipt <i>June 10/24</i>	Accepted by <i>[Signature]</i>
Fee Submitted	File No.
Decision	

## Time Extension Request Form

- Subdivision Application Review Period Extension
- Development Permit Application Review Period Extension
- Subdivision Endorsement Extension

### Municipal Government Act Section 657 (6)

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all material submitted must be clear, accurate and legible. Only complete applications will be accepted. Thank you for your cooperation.

#### APPLICANT / OWNER INFORMATION

Name of Applicant *Hutco Developments Inc.* Email *colter@altanixconcrete.com*

Mailing Address (include postal code) \_\_\_\_\_  
*Box 3005 Didsbury, Toronto*

Telephone (B) *403 915 5602* (H) \_\_\_\_\_ Fax \_\_\_\_\_

Registered Owner (if not applicant) \_\_\_\_\_

Mailing Address (include postal code) \_\_\_\_\_

Telephone (B) \_\_\_\_\_ (H) \_\_\_\_\_ Fax \_\_\_\_\_

*\* By providing your email address on this application form, you are consenting to receive electronic notifications and communications.*

#### LEGAL DESCRIPTION

Lot *2* Block *5* Plan *0212977* in the *NE* ¼ section *17* Township *30* Range *1* West of the *5* meridian

Municipal Address (if applicable) \_\_\_\_\_

**Choose One – TIME EXTENSION – Subdivision Application Review Period Extension**

Date Subdivision Application Deemed Complete: \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)  
Date Subdivision Application Review Anticipated to be Complete \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)  
Extension Requested for \_\_\_\_\_ days  
Revised Date for Subdivision Application Review Completion \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)

**Choose One – TIME EXTENSION – Development Permit Application Review Period Extension**

Date Development Permit Application Deemed Complete: \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)  
Date Development Permit Application Review Anticipated to be Complete \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)  
Extension Requested for \_\_\_\_\_ days  
Revised Date for Development Application Review Completion \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y)

**Choose One – TIME EXTENSION – Subdivision Endorsement**

Expiry Date of Subdivision Approval: 06/28/24 (M/D/Y)  
Extension Requested for 90 days  
Revised Date Expiry Date 09/26/24 (M/D/Y)

**Please describe your progress made towards meeting the outstanding conditions of approval and your reasons for the time extension request (Please use the reverse of this form if necessary)**

final details are being made with the purchaser/developer

**REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF**

I Cather Hutton hereby certify that  I am the registered owner  
(Print full name)  I am authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision time extension.

[Signature]  
Signed

June 5 2024  
Dated



# COUNCIL MEETINGS

Located at the Town of Carstairs Municipal Office

## We want to hear from you!

Citizen involvement in local government is an essential part of the democratic process. There are two options to address Council:

### 1. Public Question Period

For queries with short responses

### 2. Delegation

A scheduled presentation that allows for in-depth discussion.

Regular Council meetings are held at 7 p.m. The 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. If Monday is a holiday, the meeting will take place on Tuesday. With only one meeting in July, August, and December.

Our website contains agendas and minutes from prior meetings with the current agenda accessible the day of the meeting. [www.carstairs.ca](http://www.carstairs.ca).

For additional information,  
Or to schedule a delegation  
Please call 403-337-3341 ext. 222 or email [kayleighv@carstairs.ca](mailto:kayleighv@carstairs.ca) or [cao@carstairs.ca](mailto:cao@carstairs.ca)

## Please read and follow the rules for attending a Council Meetings:

- When entering Council Chambers, please turn off your cell phone.
- Avoid talking or disrupting presentations and deliberations.
- Abuse will not be tolerated.
- Presenters and audience members should respect all citizens and Council members regardless of their beliefs or opinions.
- Applause or other loud displays of support or opposition are not acceptable.
- Camera use is limited to authorized media.

## Public Question Period Guidelines:

- All questions should be directed to Town of Carstairs Council.
- Questions should be kept to a maximum of 5 minutes.
- A maximum of five (5) individual Public Questions will be accepted per meeting.

## Delegation Guidelines:

- Delegations have a 10-minute time limit, regardless of the number of speakers.
- Information from the delegation request may be published in the agenda and minutes, which are public records.
- Each Council meeting will accept a maximum of three (3) separate delegations.
- Your presentation may not be scheduled on the requested date due to prior commitments or available resources.
- Delegations are not confirmed until contacted by Town of Carstairs Staff.
- Do not expect an immediate response.
- The presentation may be directed to the Administration for further information or a future meeting for discussion.
- Presentation items must be submitted five days in advance to the Executive Assistant, with late requests requiring CAO approval.
- Presenters are required to provide 10 copies of handouts for Council Members and Administration.
- Presentations should be addressed to the Town of Carstairs Council.
- Contact the Executive Assistant to ensure the availability of compatible presenting methods.



# **COUNCIL MEETINGS**

Located at the Town of Carstairs Municipal Office

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

Dear Mayor Colby,

**RE: Bowden Daze Parade July 13, 2024**

Yee Haw! On behalf of the Mayor and Council, we invite you to help The Town of Bowden celebrate its annual Bowden Daze Rodeo Weekend coming up July 12-14, 2024. This year our theme is "Salute to Bowden & District Agriculture Society". We encourage participants to incorporate the parade theme into their entry and attire.

The Town of Bowden permits the dispensing of wrapped candy along the parade route. You must provide your own candy.

The parade will marshal at Bowden Grandview School, 2238 – 21 Avenue between 9:30 – 10:30 am, and will start at 11:00 sharp.

To assist with our planning, please fill in the attached parade registration and return it to the Town of Bowden Office (2101 – 20 Avenue) in person, by email ([info@bowden.ca](mailto:info@bowden.ca)) or by fax at 403-224-2244.

We look forward to having you join us!

Warm regards,  
Bowden Daze Parade Coordinators  
Town of Bowden  
[info@bowden.ca](mailto:info@bowden.ca)  
PH-403-224-3395 FAX-403-224-2244