



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
APRIL 12, 2021 7 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of April 12, 2021
Motion: To adopt the agenda of April 12, 2021

4. ADOPTION OF MINUTES

- 4 - 7 a) Adoption of minutes of March 22, 2021 (addendum 4.a)
Motion: To adopt the minutes of March 22, 2021



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- 8 - 84 a) Becky Soby - Urban Systems - Homestead ASP



- 85 - 100 b) Becky Soby - Urban Systems - Mandalay Estates Phase 5A Subdivision Report



- 101 - 115 c) Mitch Braun - ISL Engineering - SD 21-01 Subdivision Report (Walker)



7. BYLAWS AND POLICIES

- 116 a) Bylaw 2013 - Homestead ASP - 2nd and 3rd readings



- 117 - 118 b) Bylaw 2014 - Mill Rate for 2021



8. NEW BUSINESS

- 119 - 164 a) 2021 Budget Presentation - Final









9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) EXTERNAL RELATIONS COMMITTEE
- d) POLICY & GOVERNANCE COMMITTEE
- e) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- f) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- g) MOUNTAIN VIEW SENIORS HOUSING
- h) MUNICIPAL AREA PARTNERSHIP
- i) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- j) 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

- | | |
|-----------|--|
| 165 - 167 | a) Hope 4mvckids Ticket & Auction Fundraiser

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| 168 - 169 | b) Seniors Week Declaration

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| 170 | c) Arbor Day Proclamation 2021
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| 171 | d) National Volunteer Week Proclamation 2021
 |

12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD
15. MEDIA QUESTION PERIOD
16. CLOSED MEETING
17. ADJOURNMENT

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MARCH 22, 2021, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Blair, Green, Allan, Ratz and Gil, CAO Carl McDonnell,

ABSENT: Councilor Wilcox, Director of Legislative & Corporate Services Shannon Allison

CALL TO ORDER: Mayor Colby called the meeting of March 22, 2021 to order at 7: 07 p.m.

ADDED ITEMS: No added items

ADOPTION OF AGENDA:

Motion 098/21 Motion by Councilor Blair to accept the Regular Council agenda of March 22, 2021, as presented **CARRIED**

ADOPTION OF PREVIOUS MINUTES:

Motion 099/21 Motion by Councilor Allen to adopt the Regular Council minutes of March 8, 2021, as presented **CARRIED**

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS: 1. Chinooks Edge School Division Trustee – Melissa Copley

Motion 100/21 Motion by Councilor Blair to accept Melissa Copley's report as information **CARRIED**

Note: Mayor Colby left the meeting at 7:23 pm and Deputy Mayor Blair assumed the chair. Mayor Colby returned at 7:26 pm and resumed chairing the meeting.

BYLAWS & POLICIES: 1. Repeal Bylaw 12 - Prevent the Injury of Trees in the Village

Motion 101/21 Motion by Councilor Gil to repeal Bylaw 12 - Prevent Injury of Trees in the Village **CARRIED**

2. Repeal Bylaw 634 – Off Highway Vehicles – Repealed with Bylaw 1062 – The Traffic Bylaw

Motion 102/21 Motion by Councilor Ratz to repeal Bylaw 634 - Off Highway Vehicles with Bylaw 1062 The Traffic Bylaw **CARRIED**

3. Amend Bylaw 919 – Public Use of Intoxicating Substances

Motion 103/21 Motion by Councilor Allan to give first reading of Bylaw 919 – Amended Public Use of Intoxicating Substances **CARRIED**

Motion 104/21 Motion by Councilor Green to give second reading of Bylaw 919 – Amended Public Use of Intoxicating Substances **CARRIED**

Motion 105/21 Motion by Councilor Gil to move to third reading of Bylaw 919 – Amended Public Use of Intoxicating Substances **UNANIMOUSLY CARRIED**

Motion 106/21 Motion by Councilor Ratz to give third and final reading of Bylaw 919 – Amended Public Use of Intoxicating Substances **CARRIED**

4. Amend Bylaw 926 – Air Gun/Paintball

Motion 107/21 Motion by Councilor Blair to give first reading of Bylaw 926 –

Regular Council Meeting – March 22, 2021

Page 2 of 4

Amended Air Gun/Paintball

CARRIED

Motion 108/21

Motion by Councilor Ratz to give second reading of Bylaw 926 –
Amended Air Gun/Paintball**CARRIED**

Motion 109/21

Motion by Councilor Allan to move to third reading of Bylaw 926 –
Amended Air Gun/Paintball**UNANIMOUSLY CARRIED**

Motion 110/21

Motion by Councilor Gil to give third and final reading of Bylaw 926 –
Amended Air Gun/Paintball**CARRIED****5. Amend Bylaw 927 – Injurious Occupation**

Motion 111/21

Motion by Councilor Green to give first reading of Bylaw 927 –
Amended Injurious Occupation**CARRIED**

Motion 112/21

Motion by Councilor Blair to give second reading of Bylaw 927 –
Amended Injurious Occupation**CARRIED**

Motion 113/21

Motion by Councilor Ratz to move to third reading of Bylaw 927 –
Amended Injurious Occupation**UNANIMOUSLY CARRIED**

Motion 114/21

Motion by Councilor Allan to give third and final reading of Bylaw
927 – Amended Injurious Occupation**CARRIED****6. Fire Call Attendance Compensation Policy No. 23-002-21**

Motion 115/21

Motion by Councilor Allan to approve Policy No. 23-002-21 Fire
Attendance Compensation**CARRIED****NEW BUSINESS:****1. Carstairs Library Board Application – Melissa Dussault**

Motion 116/21

Motion by Councilor Green to appoint Melissa Dussault to the
Carstairs Library Board for a one year term**CARRIED****COMMITTEE REPORTS:****1. Legislative & Emergency Services Committee**

- March 16, 2021 meeting cancelled.
- Next meeting is on Tuesday, April 20, 2021.

2. Policy & Governance Committee

- March 9, 2021 meeting cancelled.
- Next meeting is on Tuesday, April 13, 2021.

3. External Relations Committee

- March 18, 2021 meeting cancelled.
- Next meeting is on Thursday, April 22, 2021.

4. Strategic Planning & Corporate Affairs Committee

- Meeting cancelled.
- Next meeting is on Monday, April 26, 2021.

5. Mountain View Regional Waste Commission

- Councilor Green had no report.
- Next meeting is Thursday April 22, 2021.

6. Mountain View Regional Water Commission

- Councilor Blair gave oral report on the March 10, 2021 meeting.

7. Mountain View Seniors' Housing

- Councilor Ratz had no report at this time.
- Next meeting will be held on March 25, 2021.

Regular Council Meeting – March 22, 2021

Page 3 of 4

8. Municipal Area Partnership

- Mayor Colby gave oral report on (MSCA) Mayors of South Central Alberta meeting attended on March 19, 2021.

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

- Councilor Ratz gave oral report on March 18, 2021 meeting.

10. Central Alberta Economic Partnership (CAEP)

- Councilor Ratz had no report at this time.
- Next meeting still to be determined.

Motion 117/21

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

CARRIED**COUNCILOR REPORTS:****Councilor Ratz**

- Attended CCD&EP meeting on March 18, 2021

Councilor Wilcox

- No report

Councilor Allan

- Quiet few weeks

Councilor Green

- Attended Library Board Meeting March 16, 2021. Since re-opening, they have been getting an average of 40 – 50 people per day come in to the library. They are allowed 8 people at a time. The 2020 Audit of the Library is complete. They will be advertising for a summer student soon. The Library Board is full now and the work load is able to be spread out so it is more manageable.

Councilor Gil

- Working on ideas for a barrier free playground.

Councilor Blair

- Attended meeting for Mountain View Regional Water Commission on March 10, 2021 and March 17, 2021.

Mayor Colby

- Attended Mayors of South Central Alberta Meeting on March 19, 2021. Had a general discussion about Covid 19 and what is open/not open in each town. Also discussed hopes for Regional openings. Several MLA's were in attendance, including MLA Cooper and will pass the information on. Discussed vaccines and Pharmacy roll outs.

Motion 118/21

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

CARRIED**CORRESPONDENCE:****1. Government of Alberta Disaster Recovery Program (DRP) Changes**

Motion 119/21

Motion by Councilor Gil to accept Government of Alberta Disaster Recovery Program (DRP) Changes as information.

CARRIED**CAO'S REPORT:**

1. CAO McDonnell - Nil

COUNCILOR CONCERNS:

1. Nil

PUBLIC QUESTION PERIOD:

1. Resident Rhonda Wise asked if Council Meetings could be made available through Zoom for the general public to watch.

2. Mayor Colby responded that we can look into the possibility of allowing residents to view Council Meetings through Zoom.

Regular Council Meeting – March 22, 2021

Page 4 of 4

3. Resident Rhonda Wise asked for clarification on why the walking path at the Golf Course has been closed as many people were upset.

4. Councilors responded that they had to suspend use of the walking path so that the Golf Course can start preparations for opening.

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING SESSION:

Section 197 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 29).

Items 1. Financials
Item 2. Personnel
Item 3. Land Purchase

Motion 120/21

Motion by Councilor Blair that Council closes the meeting to the Public at 8:04 p.m. to discuss closed session items.

CARRIED

Motion 121/21

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

CARRIED

NEXT MEETING:

Monday, April 12, 2021

ADJOURNMENT:

Motion 122/21

Motion by Councilor Allan to adjourn the meeting of March 22, 2021 at 8:41p.m.

CARRIED

Lance Colby, Mayor

Carl McDonnell, CAO

URBAN MEMORANDUM SYSTEMS

DATE: April 12, 2021
TO: Town of Carstairs Council
FROM: Becky Soby, Urban Systems Ltd.
FILE: 3175.0007.01
SUBJECT: Town of Carstairs Homestead Area Structure Plan – Public Hearing

Legal Description: NE ¼ 17-30-1-W5M

Location: Northwest portion of the Town of Carstairs

Applicant: Freedom Consulting & Al-Terra on behalf of Huttco Developments

Gross Area: 14.45 hectares (35.7 acres)

1.0 BACKGROUND

In September 2019, the Town of Carstairs received an application for the Homestead Area Structure Plan (ASP) to provide a high level plan for the development of 14.44 hectares (35.68 acres) located in the northwest portion of the Town, along 10th Avenue (Range Road 14A) (as shown on the map below).



Figure 1: ASP Location within Town

 Homestead ASP

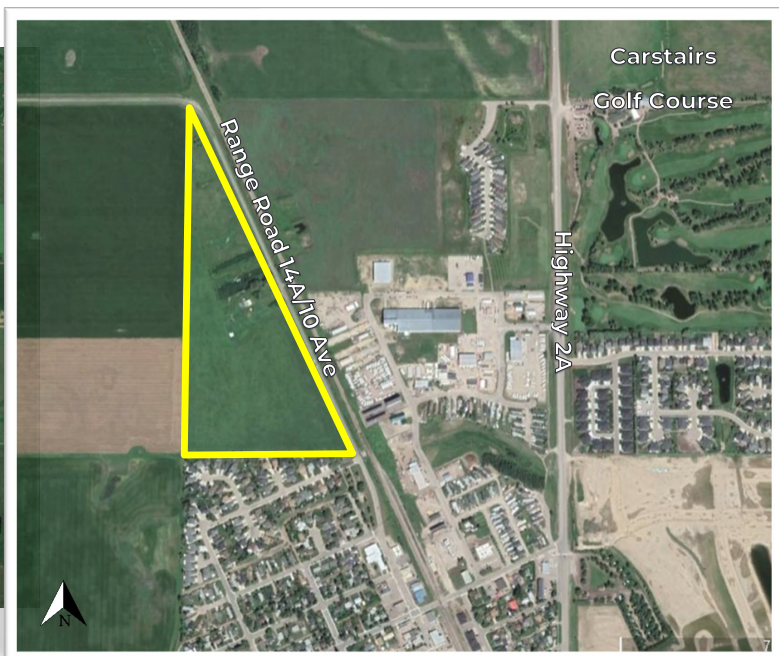


Figure 2: ASP Location

URBANSYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
 SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 2 of 9

Urban Systems Ltd. and the Town have worked with the applicant, Huttco Developments, and their consulting team, Freedom Consulting (Planning) and Al-Terra (Engineering) to review of the proposed development and all necessary documents/reports that are required to support the ASP. These reports address items such as servicing, stormwater management and transportation analysis.

On February 8th, 2021, Council passed first reading of the Homestead ASP during a regular Council meeting.

2.0 DOCUMENTS CONSIDERED

The following documents were considered as part of this review:

- Town of Carstairs Municipal Development Plan (2010)
- Town of Carstairs Land Use Bylaw
- Town of Carstairs Sustainability Plan (2009)
- Town of Carstairs Planning Procedures
- Town of Carstairs Transportation Master Plan (2010)
- Town of Carstairs Master Servicing Study (2010)

3.0 PLANNING ANALYSIS**3.1.1 Existing Conditions**

The site area is primarily undeveloped land but does contain an abandoned homestead. The land has been previously utilized for agricultural purposes, with no development occurring recently.

A Wetland Assessment and Impact Report was prepared as a wetland was identified in the north portion of the site. A Water Act application will be required when the wetland or its catchment is affected.

3.1.2 Surrounding Land Uses

- **North:** The site's triangular shape comes to a point at the north end of the property. The northern tip abuts the point at which 10th Avenue curves west. The lands north east of the tip are characterized by the future Heritage development, which includes a proposed combination of the following uses adjacent to the Homestead area;
 - o RMH Manufactured Home District
 - o R1N Narrow Parcel Residential District
 - o R1 Low Density Residential - Single Detached District
 The lands north west of the tip are within Mountain View County, zoned as Agricultural District (A)
- **East:** Carstairs Links zoned primarily R1 (Low Density Residential - Single Detached District) and I1 Light Industrial District directly east of Homestead area
- **South:** Existing Parkview Estates, zoned primarily R1 (Low Density Residential - Single Detached District) directly south of Homestead area, combined with the following districts moving south;
 - o R1M Modular Home Residential District
 - o R2 Low Density Residential - Two Dwelling District
 - o R3 Medium Density Residential - Attached Dwelling District

URBAN SYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 3 of 9

- o C1 Central Commercial District (along Highway 2A)
- o PFR Public Facility and Recreation District (along Gough Road)
- **West:** Mountain View County, zoned as Agricultural District (A)

3.1.3 Overview

The entire ASP is proposed to be comprised of residential and residential-supportive land uses. The Land Use Concept as shown in Figure 3 of the ASP contains a variety of forms of residential housing, a stormwater management facility and open space through the provision of Municipal Reserve (MR). The proposal's intent is to facilitate the development of a variety of residential product types, including single detached dwellings, duplexes, semi-detached dwellings, attached dwellings, four-plexes and six-plexes. The northern portion of the ASP area proposes manufactured homes with a common storage area. When fully developed the Homestead Plan area will accommodate approximately 521 people with an overall density of 17.36 units per hectare (UPHA) or 7.03 units per acres (UPA).

The ASP delineates 11.4% (4.08 acres) of the Plan area as open space, which will be dedicated as MR. The ASP also outlines the network of pathways that will connect residents within the community as shown in Figure 4.

The distribution of proposed land uses proposed is as follows;

Table 2 – Distribution of Land Uses

Land Use Category	Area	Percentage
Low Density Residential District – Single Detached District (R1)	2.57 ha (6.35 ac)	17.8%
Low Density Residential District – Two Dwelling District (R2)	3.72 ha (9.19 ha)	25.8%
Medium Density Residential – Attached Dwelling District (R3)	0.47 ha (1.16 ac)	3.3%
Manufactured Home District (RMH)	2.34 ha (5.78 ac)	16.2%
Open Space (PFR)	1.65 ha (4.08 ac)	11.4%
Public Utility (PFR)	0.55 ha (1.36 ac)	3.8%
Roads	3.14 ha (7.76 ac)	21.7%
Total	14.44 ha (35.68 ac)	100%

The Homestead development will be serviced with the extension of existing Town utilities. Water and wastewater services will be provided by connecting to existing mains in Milford Lane. Stormwater management will be accomplished by the construction of a wet pond located in the SE corner of the site adjacent to 10th Ave. The pond outlet will release to existing infrastructure, with flows heading east through Town, ultimately to the Sheep Coulee.

3.1.4 General Policy Context

Both the Town of Carstairs Municipal Development Plan (2010) and the Town's previous Intermunicipal Development Plan with Mountain View County (2007) direct the site for future residential uses. Based on the overarching direction provided by these planning policies, the proposed ASP is generally in alignment given the following:

URBAN SYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 4 of 9

- The proposed development is contiguous with other residential to the south and logical connections to infrastructure can be made.
- The mix of housing types proposed in the plan will offer different housing types than are being contemplated in other areas of Carstairs, particularly in the form of manufactured homes. This will contribute to housing choice and affordability for current and future residents in all stages of life.
- The continuation of pathways between the proposed ASP area and existing residential and commercial areas to the south will enable multimodal connections for the community.
- The phasing plan for the ASP area indicates a sustainable implementation and build out of the community that could be aligned with the market.
- The phasing also supports the construction of the storm pond within the first phase to accommodate stormwater from the development.
- The proposed sanitary and water servicing are both in alignment with the Master Servicing Study.

3.1.5 Key Features of the Homestead ASP

3.1.5.1 RESIDENTIAL

The entire ASP is proposed to be comprised of residential and residential-supportive land uses. The proposal's intent is to facilitate the development of a variety of residential product types, including single detached dwellings, duplexes, semi-detached dwellings, attached dwellings, four-plexes and six-plexes. The northern portion of the ASP area proposes manufactured homes with a common storage area.

As provided by the applicant, the expected residential density and proposed product mix are shown in the table below:

Table 1 – Projected Density and Unit Count

Land Use Category	Area	Unit Count	Density	Population	Ratio by Unit Type
Low Density Residential District – Single Detached District (R1)	2.57 ha (6.34 ac)	54	21.0 UPHA (8.5 UPA)	178	34%
Low Density Residential District – Two Dwelling District (R2)	3.72 ha (9.19 ha)	44	11.8 UPHA (4.8 UPA)	145	28%
Medium Density Residential – Attached Dwelling District (R3)	0.47 ha (1.16 ac)	20	42.6 UPHA (17.24 UPA)	66	13%
Manufactured Home District (RMH)	2.34 ha (5.78 ac)	40	17.1 UPHA (6.9 UPA)	132	25%
Total	9.10 ha (22.48 ac)	158	17.36 UPHA (7.03 UPA)	521 **	100%

The ASP also includes the following policies pertaining to expected dwelling types and density;

- The predominant forms of housing shall be R1 (detached dwellings) and R2 (duplexes and semi-detached dwellings).

URBAN SYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 6 of 9

subdivision. Policies are included to ensure that a landscaped plan is prepared at the subdivision stage of development, following the Town of Carstairs Landscaping standards.

3.1.5.3 TRANSPORTATION

At full build-out, the Homestead community will be accessible from three entrances off of 10th Avenue. The internal road networks consist of local residential road cross sections. Fire department access standards are met with the proposed road layout. A TIA was prepared for the site.

3.1.5.4 ENGINEERING

Servicing will be provided by the extension of existing infrastructure adjacent to the site. A 300mm watermain will connect to the existing main within Miltford Lane and enter the site within the SE corner. Water mains will be looped throughout the development. For future development, one main will be stubbed to the west and a 300mm main will be installed parallel to 10th Ave and extend to the north property line. Future phases may require a second connection.

A sanitary sewer connection will be made to the existing main located within Miltford Lane. A gravity system will service the entire development area.

A stormwater management wet pond will be constructed in the SE portion of the plan area and will be designed to accommodate drainage from the site. The pond discharge will be directed south in a gravity piped system and outlet into the existing railway drainage ditch on the east side of the Miltford Lane and 10th Avenue intersection.

All utilities will be constructed to the Town of Carstairs standards.

4.0 CONSULTATION**4.1.1 External Circulation**

Urban Systems circulated the Area Structure Plan to external agencies and adjacent landowners on February 16th, 2021. Copies of all circulation responses are included in **Schedule A** of the report. Of the external agencies that received the circulation, 8 (eight) responded. No objections were offered.

The responses that were received by agencies that provided comments are summarized below:

- Alberta Transportation(AT): AT offers no objections and the department is prepared to accept the Homestead ASP Traffic Impact Assessment (TIA). While the Homestead ASP area is not directly adjacent to a provincial highway, there will be cumulative effects on highway intersections as the lands within the Town of Carstairs builds out. AT requires municipal approvals take into consideration provincial Land Use Policies and consider the impacts resulting from local development traffic and provide mitigation on major transportation corridors – including provincial highways, such as (but not limited to) the ultimate traffic signalization of Hwy 2a and Centre Street.
- Mountain View County: Comments were received from the Operational Services Department regarding Township Road 303. Follow up was made with the County and no additional comments have been provided at this time.

URBAN SYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
 SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 7 of 9

All comments and requirements outlined by the agencies in their responses are the responsibility of the applicant to address. All letters received have been attached.

Of the adjacent landowners that received the circulation, 7 (seven) responded. Below is a summary of the main concerns communicated applicable to the proposed ASP:

- Buffer between Homestead and adjacent properties in Parkview Estates
 - Landowners expressed concern that without a buffer in between the Parkview Estate properties and the Homestead lots directly north, the privacy of their backyards will be impacted. The interface between the southern edge of the Plan area and the northern boundary of the Parkview Estates community are proposed to contain compatible residential uses (single detached dwellings, zoned R1), the separation that will be provided by the existing and proposed setbacks is a sufficient buffer. Additionally, the applicant has responded to this concern by noting that these proposed lots will have extra depth and therefore, larger backyards, increasing the separation between the existing backyards and proposed dwellings. Lastly, the applicant has outlined the 3.0 meter drainage easement that is required to manage drainage in the attached DRAFT tentative plan (**Schedule B**), that will create a separation of 3.0 m between the Parkview Estates properties and the proposed Homestead properties. Please also note, this area has been intended for residential development as per previous versions of the MDP, and as per the most current version of the MDP.
- Manufactured homes built directly adjacent to Parkview Estates
 - Landowners expressed concern that the manufactured homes area of the proposed Homestead community will be placed immediately adjacent to the existing community. During the circulation and engagement phase, Urban Systems and the applicant clarified that the manufactured home area is proposed at the northern portion of the Plan area, and single family (R1) is proposed for the properties immediately north of the Parkview Estates area.
 - Please note: the Land Use Bylaw defines “manufactured homes” as;
A single detached dwelling unit that is designed and constructed entirely within a factory environment, built in conformance with current Canadian Standards Association Regulation. It contains factory installed electrical, plumbing and heating systems and is suitable for long term occupancy designed to be transported on either its own wheels and chassis or other means to a suitable site
- Multifamily housing
 - Landowners expressed concern that the proposed Homestead housing types (i.e., four-plexes, six-plexes and or row housing) and land uses are not contiguous with the existing Parkview Estates neighbourhood. Parkview Estates community includes a combination of residential land uses such as R1M Modular Home Residential District, R2 Low Density Residential - Two Dwelling District, and R3 Medium Density Residential - Attached Dwelling District. These land uses allow for a variety of different housing types, from single detached in R1 to four-plexes, six-plexes and or rowhousing in R3. The proposed residential land uses of Homestead are R1, R2, R3, and RMH which are a similar and logical continuation of the existing land uses south of the area in the existing Parkview Estates. The proposed land uses allow for a variety of housing types which is aligned with the following MDP goals/policies:

URBANSYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
 SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 8 of 9

- *6.2 Goal: To facilitate a variety of housing opportunities at densities that meet the needs and preferences of all household types and income levels.*
- *Policy 6.3.3: The Town shall require the provision of a variety of housing types through a range of lot sizes, dwelling types, appearances, and affordability. This variety of housing is encouraged to be provided within each community.*
- *Policy 6.3.4: No more than 70 percent of the total dwelling units in new subdivisions shall be single detached dwellings.*
- *Policy 6.3.5: A mix of differing forms of housing, including single detached, semi-detached dwellings and medium density housing forms such as row housing, should be encouraged on the same block in land use districts under which that is permitted.*
- Homes backing directly onto existing homes
 - Landowners expressed concerns regarding emergency access to the proposed lots that are proposed immediately north of the existing Parkview Estates lots. Please note, the ASP includes policy that requires the Transportation Network to be designed to accommodate emergency vehicle access as per City of Calgary standards. This is satisfactory in ensuring there is sufficient emergency access to community.
- Stormwater Management Pond
 - Landowners expressed concerns with the maintenance and operation of the proposed stormwater management facility. Please note, the ASP includes policy that requires the stormwater pond to meet the Town of Carstairs standards with respect to pond maintenance and access.
- Rental Properties
 - Landowners expressed concerns about potential of rental properties. Please note, the ASP does not speak to ownership and or rental possibilities in the Homestead area.

4.1.2 Public Engagement & Consultation

An in person Open House format was considered for this ASP engagement, however, due to the current Covid-19 restrictions, this proved challenging to carry out. Alternatively, the applicant completed the engagement period using a dedicated project website that was available for the public to review the ASP, with contact information also provided. This website provided a method for the public to submit their questions and or feedback directly to the applicant via email or phone call. This included submission of any questions that the public may have relating to the proposed ASP.

The website went live on February 9, 2021 and remains active today. Since the launching of the website, several emails and phone calls have been received. Attached as **Schedule C** is the full summary of this engagement period, including written submissions, provided by the applicant.

URBANSYSTEMS MEMORANDUM

DATE: April 12, 2021 FILE: 3175.0007.01
SUBJECT: Homestead Area Structure Plan – Public Hearing

PAGE: 9 of 9

5.0 RECOMMENDATION

Based on the information presented, Urban Systems Ltd. recommends that Council approve the proposed Homestead Area Structure Plan.

Sincerely,

URBAN SYSTEMS LTD.



Becky Soby, BA, MPlan



Erin Eyre, P.Eng

bs/ee

SCHEDULE A: CIRCULATION RESPONSES

FROM CONCERNED RESIDENTS OF

PARKVIEW ESTATES

*Attention: -
Town of Canstaris
Hutchie Development*

March 1, 2021

**Becky Soby
Urban Systems**

Please accept this signed letter of concern from residents of Parkview Estates affected by the development of the new proposed community of Homestead.

We the residents would like clear communication regarding your new development, specifically the location of the mobile homes which on the maps we received showed them placed backing onto our homes and no buffer between the two communities.

We do not want a mobile home development backing onto our long time well maintained homes. Many of the long term residents were told there would be a buffer created once the new community was built. Growth is inevitable and we are prepared to lose our view but please respect the integrity of our community and the privacy of our backyards that make them unique.

Whether we can gather as a group or not we are united in preserving the value of our homes as well as the unique privacy we have enjoyed for many years. Build this new community in solidarity with the original homeowners. We accept losing our field but want a buffer of at least 25 feet, trees had been discussed years ago with some homeowners and no mobile homes directly behind us.

Thank you for taking the time to hear our concerns we are hoping for a amicable resolution.

Sincerely yours,

Please see attached signature sheet

Signature Log in Support of Public Interest Parkview Estates Residents: Letter of Concern



The following owners and residents have signed below indicating their support for a privacy barrier/ buffer located behind Parkview Estates, which will be invaluable to both current Parkview residents as well as residents of the proposed new community of Homestead. The integrity of the community is paramount.

Name	Address	Email Address	Telephone Number	Signature
Michelle Hebat	108 Murray Bay	[REDACTED]	[REDACTED]	[Signature]
DARAYL HARMAN	112 MURRAY BAY			[Signature]
DAVID PHILLIPS	106 MURRAY BAY			[Signature]
RALEIGH KORTH	104 MURRAY BAY			[Signature]
Hugh McKe	c 112 MURRAY BAY			[Signature]
Kenneth O'Brien	102 MURRAY BAY			[Signature]
INDICE HARKONSON	1118 MILT FORD LANE			[Signature]
Stan Schrieke	1114 MILT FORD LANE			[Signature]
Shelley Lanko	106 Milt Ford Lane			[Signature]
LYNN & MICHAEL SICENIA	1110 MILT FORD LANE			[Signature]

March 1, 2021

Submitted By: Concerned Residents of Parkview Estates

SCHEDULE

From: [REDACTED]
To: [Becky Soby; info@homesteadacrescarstairs.com](mailto:Becky.Soby@homesteadacrescarstairs.com)
Subject: File # ASP 2021-01
Date: March 11, 2021 4:26:25 PM

■ CAUTION: External Email. ■

Good Afternoon,

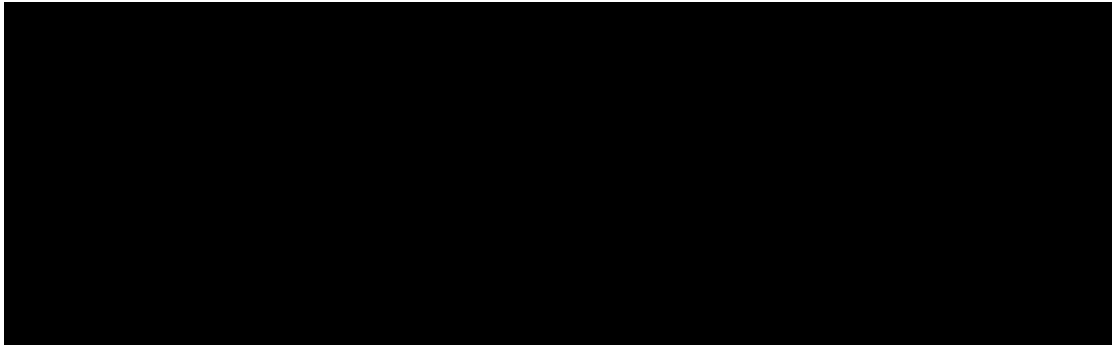
My name is Arthur Richter and I own 1106 Miltford Lane in Carstairs. It appears you are looking to develop the property behind mine and I wish to convey some comments/concerns.

First would be in relation to property values. I understand the need for low income housing in urban areas but have yet to see one built right next to an estate area. I have spoken with a realtor who's been in the business a long time and he indicated that your development will undoubtedly bring down the property value based purely on the fact it does entail low income. I would also be remiss if I didn't state concerns over potentially higher crime rates and some very junky looking yard areas. Please understand I have nothing against lower income people and certainly don't want to generalize, as not all of them are bad, but in my experience low income areas are typically not well cared for.

Second on my agenda would be the fact that your planning on developing the properties on a fence to fence (or back to back) basis. Some kind of space in between would be desirable and I'm sure all the neighbors involved would agree with me on this.

Third would be my concern over noise levels during construction, the mess that typically ensues, and the timeline for completion. It may be a necessary evil, but nobody likes living in a construction zone. There are already seemingly never ending development areas on the go already in Carstairs.

On a positive note, I have spoken with one of your reps, and the town about this and can certainly see some benefits to having this area developed. Hopefully it pans out that all parties concerned can come to a mutually desirable outcome. Please acknowledge via this email that you have received this letter. Thank you, [REDACTED]



From: [REDACTED]

Sent: Saturday, March 13, 2021 7:34 PM

To: Carl McDonnell <carlm@carstairs.ca>; Rob McKay <robm@carstairs.ca>

Subject: Proposed Homestead development

Hi Carl,

My name is Gary Klassen and my wife's name is Linda Klassen, we own 1111 Miltford Lane. We have some concerns in regards to the proposed Homestead Development. Though we do not directly back onto the proposed development we are still concerned.

In the proposal it states that the developer wants to have Homestead reflect Parkview Estates.

Our first concern is the proposed multi-family housing, we don't have multi-family housing in Parkview Estates other than the estate-style 50 plus duplexes at the end of Miltford Lane, we have no 4 or 6 plex houses as in the proposal. So, no reflection.

We feel that if the multi-family houses were to go ahead and be built in Homestead it would have an effect on lowering our property value and even some local realtors have this concern as well.

There is no multi-family housing in other fairly new developments in Carstairs, like West Highlands, Scarlet Ranch, New Haven.

Also, multi-family housing tends to bring in lower-income families and as Carstairs doesn't have many businesses to create employment to aid these lower-income homes, it could then tend to bring in crime.

Carstairs is a bedroom community and most of its residents have to travel for work, i.e. to Calgary. Carstairs has a good average household income, which brings in a different quality of persons here to live.

Second concern is the possibility of putting a space between Parkview Estates and Homestead, for example a green belt or a pathway or an alley. With this type of area between the two developments

can and usually leads to criminal activity. This area would be hidden from the street and not frequently patrolled leads to this criminal activity.

We thank you for your time and hope you will consider our concerns on this matter.

Regards,
Gary and Linda Klassen

Sent from my Galaxy

Becky Soby

From: Becky Soby
Sent: March 8, 2021 5:48 PM
To: Michelle Hebert
Subject: RE: ASP 2021-01

Good afternoon Michelle,

Thank you for taking the time to provide your feedback on the Homestead Area Structure Plan. The input you have included below will be considered in our review of the application and included in the report to Council.

Thank you,

BECKY SOBY, BA, MPLAN
Planner | urbansystems.ca
t 403-291-1193 x4361 | c 403-650-6605

-----Original Message-----

From: [REDACTED]
Sent: February 20, 2021 11:35 AM
To: Becky Soby <BSoby@urbansystems.ca>
Subject: ASP 2021-01

■ CAUTION: External Email. ■

I previously sent a message while angry but have reframed and will offer my thoughts.

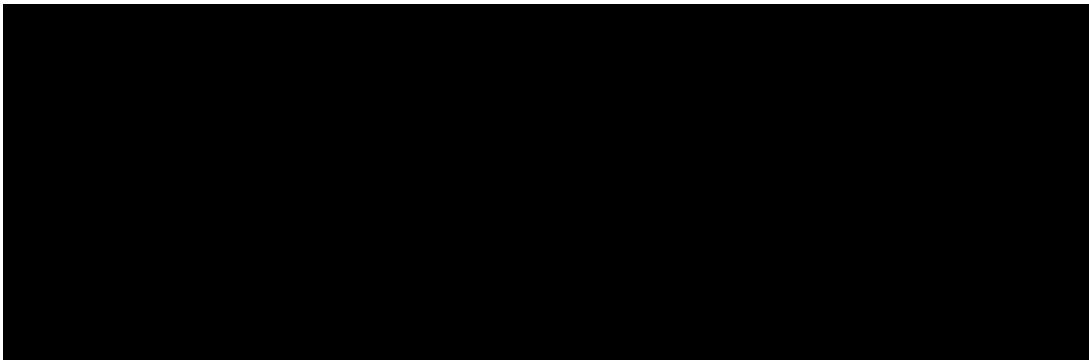
I have owned homes in many communities and modular homes have always been separated from stick built homes in all of them. These few houses that will see their view disappear will also have a trailer placed in their back yards. Could the modular section not be positioned so it does not affect the value of long time homes? These homes have been well cared for and preserved, and this new development does not applaud the efforts of these home owners! I work in correctional healthcare and I'm all for this type of housing and giving choices to more people but not at the expense of others property values when they too have worked hard to afford what they have. Please consider a buffer between the two communities. I'm willing to lose my view for the sake of other families having a home but it's wrong to ask long time residents or new residents who saved their hard earned money to buy their home in Carstairs to accept this section of the plan. I moved here three years ago after a divorce because it was what I could afford. The field and my backyard offer peace. I'm willing to lose the field but please don't take away our privacy or our home value. When I moved here I stayed away from certain neighbourhoods because I was investing in my future and my retirement. Please consider that when confirming this plan. Your current residents of Carstairs chose Parkview Estates for their own reasons too. Growth happens but grow respectfully. Place the modular homes in another area and create a buffer between the two communities.

Any friend or family member I told this plan to was very concerned for me and the money I invested into my home. The concerns are real.

Thank you for taking the time to consider this home owners thoughts,

Michelle Hebert
108 Murray Bay, Carstairs

Sent from my iPad



From: [Redacted]

Sent: Thursday, March 11, 2021 3:47 PM

To: //www.carstairs.ca <IMCEAHTTP-__www+2Ecarstairs+2Eca@namprd13.prod.outlook.com>

Subject: Homestead Subdivision

Members of Town Council,

Stan and I are long time residents of Parkview Estates and we are extremely displeased with the proposed subdivision north of Milt Ford Lane.

There is no green space or buffer zone between our property and the proposed lots. This will deprive us of our privacy and increase our risk of property damage should fire or other potential disasters occur.

This subdivision also proposes to build duplexes, four and six duplexes and modular homes. These buildings will surely be rented out to young families with small school age children and this subdivision is much too far for them to walk to either of our schools. This will surely lead to traffic and parking nightmares. And then let's consider the storm water management pond that will become a mosquito hatchery filled with stagnant water. The high density building structure that are proposed will not enhance or bring value to Parkview Estates and will potentially decrease the value of our home.

A much more pleasing plan would consist of large lots with substantial houses that take advantage of the stunning view of the Rocky Mountains. This would be a much desired area and would become a jewel in Carstairs' crown. We have a beautiful town, let's plan something that adds to that beauty.

Respectfully
Stan and Sharon Schielke
1114 Milt Ford Lane

HOMESTEAD DEVELOPMENT PLAN

Attention: Town of Carstairs
Huttco Development

This letter is in response to your formal request for comments to the Homestead Area Structure Plan Application (ASP 2021-01). We are residents of **PARKVIEW ESTATES** and we have grave concerns in regards to this development.

The developer's vision for the development is to "build a vibrant, affordable and sustainable community, offering an unsurpassed quality of life" (page 3, planning package), however on page 5 he goes to say the neighborhood will be an extension of "Parkview Estates". If this is the case we should see a development of executive single family homes on large lots but that isn't what is being proposed at all.

On page 6 the developer goes on to say that he plans to "appeal to a variety of future residents", by building duplexes, semi-detached, four and six-plexes, as well as modular homes. These structures will not hold the same market value or have the same type of resident that is currently occupying the homes in Parkview Estates. Those establishments would eventually become rental units for transient tenants, who will potentially decrease the value of our beautiful estate.

On page 6 he speaks about "bike pathway, parks, open space, and natural area". How is it possible to realistically provide for all of this when on page 14 it clearly states that once the Homestead is fully developed this small 35.68 acre parcel will "accommodate approximately 521 people". Clearly not the population base that we currently enjoy in Parkview Estates.

On page 7 the developer talks about transportation and 3 road access points into the developments and on page 8 he states that (CPTED) crime prevention design will be taken into consideration as well. On page 30, however, there is a reference to "local roads with one access point will be wide enough to ensure emergency vehicles can access all properties quickly and efficiently", but there is no road or green space planned between the existing Parkview Estates and the new development. Having hundreds of single family homes backing up to each other has the potential for catastrophic disaster in case of natural, or criminal activity. In order for emergency service personnel to have immediate access between the developments the developer should have taken into consideration a buffer zone of at least 20-25 feet to be created as an additional safety measure by giving emergency vehicles access between our properties and the new development.

Parkview Estates owners currently have neighbors on either side of their property and buffer zones and streets to separate other neighbors, but now many owners will have additional homes propped up against their fence lines. Not only will it devalue their property but it again proves to be a huge safety concern. Considering that the town of Carstairs has volunteer fire fighters many home insurance agencies frown at their ability to properly protect the town, never mind having to deal with multiple homes backing onto each other. Many Parkview Estate owners will have issues with filing claims with their insurance companies once they are aware that other homes are backing up to their fence line. How realistic is the town to assume that our local fire department can protect hundreds of homes backed onto one another like a matchbox with our existing fire department? A wild fire would destroy everything and owners will be faced to fight with their insurance companies for adequate pay outs. Is the town prepared to accept countless law suits due to their negligence?

Page 24 talks about the stormwater management pond with the paved bike path designed to go around the pond. The developer does not speak of having this pond aesthetically pleasing with moving water to deter mosquitos or algae growth, therefore would it be more of a water dumping site or a part of a park structure that all can enjoy? Obviously, the later would be more appealing to all Carstairs residents and to reassure that we do not have any on going issues with stagnant water. As with plan F4 the developer shows the extensive bike pathway system that he is proposing. The cost for this concrete pathway is enormous so again is the developer going to be accountable to ensure it is built or is it currently just a selling feature?

In conclusion the Homestead current plan does not enhance or bring value to Parkview Estates at all, quite the opposite in fact, considering the low cost high density home structure. The type of residents that will be predominantly living in the proposed homes will be first home buyers or renters. Alberta has been and still is in the midst of unprecedented financial crisis. The unemployment rate is hovering at 13.5%, which is the highest it has been since the Second World War. 44% of AB households have suffered job losses or reduced hours and income. With the Bank of Canada increasing interest rates many first home buyers will not be eligible for mortgages. With the faltering oil and gas industry and COVID, AB still shows a dismal future for employment growth and as we all know people **DO NOT** move to Carstairs for work. Many individuals unless they have assets, substantial income level, and excellent credit will never be able to afford a home and will be forever renters. Why would the town even consider allowing low income housing into our community, currently? We do not have any jobs for these people. Is the town going to use existing tax payer's resources to go after individuals that forfeit to pay the town's utility bill and taxes?

Parkview Estates has majority long time home owners with very few if any renters in our estate. Many of us have been in our homes for over 20 years! The town has secured a huge financial tax base from loyal tax payers of this estate. Our estate has remained relatively safe, friendly, clean, and we already have "unsurpassed quality of life", which we are determined to not be destroyed by greedy developers, builders, and an apathetic town council who do not care about their citizens!

As residents of Parkview Estates we propose The Homestead land plot which is the most stunning land in all of Carstairs and has an amazing view of the Rocky Mountains be given priority to luxury single family homes. With proper architectural controls from award winning builders the Homestead ambience and magnificent west facing views of the mountains promises to put Carstairs on the map. According to the real estate market analysis it currently shows a demand for upper end homes as many professional families want to move from Calgary and Airdrie to a smaller town where they get more value for their homes. These savvy home owners are already established with jobs, and assets so they can easily secure a mortgage. They will pay for a **"quality built"** home with a view, peaceful surrounding, and a safe community. The price range for our target consumer is \$300,000.00-\$700,000.00, which is way under value for what their current homes would be worth in the city once they sell. Payment of taxes, and utility bills would not be an issue for these families as they have been paying substantially more in other cities, and towns.

We love Parkview Estates and we want to see a development that will increase our property value, be safe and attract the right buyer for this economic time. We deserve the right to live beside a new community that we would be proud of and truly bring "vibrancy" into our town, not a higher crime rate, or issues with structural safety.

Lynn and Michael Skena
1110 Miltford Lane



HOMESTEAD DEVELOPMENT PLAN



Attention: Town of Carstairs ✓
Huttco Development

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DAVID PHILLIPS
106 MURRAY BAY
CARSTAIRS AB.
TOMOND

403.337.4033



Delivery Services, Transportation
Central Region, Red Deer District
4920 - 51 Street
Red Deer, Alberta T4N 6K8

Permit No.: RSDP034535
File Number: Carstairs:ASP:NE17-30-01-W5

April 2, 2021

Urban Systems Ltd.
Suite 101, 134 - 11 Ave SE
Calgary, AB T2G 0X5
Email: bsoby@urbansystems.ca

Attention Urban Systems Ltd.

Subject: Approval for the items identified below within Carstairs ("Municipality")

Regarding application for the following:

Homestead Area Structure Plan (ASP) and Traffic Impact Assessment (TIA) - File# ASP2021-01

Permit / File Number	Description	Location
RSDP034535-1 Development	Homestead Area Structure Plan and Traffic Impact Assessment - File# ASP2021-01 REVISED	Highway 2A NE-17-30-1-5

Alberta Transportation has reviewed the Homestead ASP and offers no objections in principle and the department is prepared to accept the Homestead ASP Traffic Impact Assessment (TIA).

It should also be noted that there is an accepted TIA for the Mandalay Estates subdivision completed by Dillon Associates in June 2019 that recommended construction of a roundabout or signalized intersection at Hwy 2A and Centre Street and construction of an eastbound bypass lane and possibly dedicated left at Hwy 2A/580/581 in the future.

While the Homestead ASP area is not directly adjacent to a provincial highway, there will be cumulative effects on highway intersections as the lands within the Town of Carstairs builds out. Alberta Transportation requires municipal approvals take into consideration provincial Land Use Policies and consider the impacts resulting from local development traffic and provide mitigation on major transportation corridors – including provincial highways, such as (but not limited to) the ultimate traffic signalization of Hwy 2a and Centre Street.

If you have any questions about the permit or any of the conditions, please contact the undersigned Development and Planning Technologist.

Signed:

Sandy Choi
Dev and Planning Tech
sandy.choi@gov.ab.ca

cc: Carstairs

Becky Soby

From: CirculationsGrowthandImprovement <CirculationsGrowthandImprovement@atco.com>
Sent: March 11, 2021 9:05 AM
To: Becky Soby
Subject: Response to: Town of Carstairs: ASP 2021-01

■ CAUTION: External Email. ■

Hello Becky; see below our response to this circulation, disregard any previous response as they were sent in error.

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

Right-of-ways will be required for the gas mains within property, and should be 2.4 metres wide if provided for the sole use of ATCO, and 3.5 metres if shared with other shallow utilities. Please note, all costs associated with obtaining the right-of-way will be borne by the developer/owner.

The utility right-of-way requirements within the subdivision may change depending upon actual gas main layout, direction of development and boundary locations of the different construction phases. Final rights-of-way requirements must be satisfied at the time of gas main design.

All right-of-ways are to be registered as general utility rights-of-way granted to Town of Carstairs, and are to be registered simultaneously with the legal plan of the subdivision.

A gas main extension will be required to service the proposed development. Natural gas service may be obtained by making formal application with our office in Calgary at 403-245-7888

Before ATCO can process a work order for gas main installation in the area, we must be in receipt of the following:

1. Legal plan.
2. Utility right-of-way plan.
3. Complete set of approved engineering drawings, including profiles, coordinate plan, building grades (if applicable) and the location of all other utilities
4. Construction schedule.
5. A digital file of the computer base plan in the "DWG" or "DGN" format (Autocad 2010) in modelspace.

We require at least nine (9) months to complete the distribution system design, and to process a work order for our Construction Department to schedule. Prior to the installation of gas mains, the area must be within 150 mm (6") of final grade, all obstructions must be removed from the gas main alignment, and the installation of all other underground utilities must be completed.

The developer must ensure that driveways are not constructed prior to the installation of gas mains in the subdivision. If driveways are pre-installed, a sleeve must be provided at the proper depth and alignment for our use. Otherwise, the cost of coring under the driveway or cutting out and replacing the driveway will be invoiced to the developer at the prevailing rates. The locations of sleeves will be confirmed during the design of the gas mains.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-gas/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

ATCO requires that a suitable alignment be provided within the boulevards of all arterial and major roads for the ATCO Gas Distribution feeder mains.

This development may benefit from ATCO's Construction Energy Services. Contact naturalgassales@atco.com or visit our [Construction Energy Webpage](#) for more Information.

Contact Alberta One Call where there's any excavation with gas lines in the area

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Alberta One-Call at 1-800-242-3447 or albertaonecall.com. Please contact Alberta One-Call Corporation prior to any surface construction.

- (1) Contact Alberta One Call (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the "Working Around Natural Gas" Safety Handbook found on our website at: <https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

If you have any **questions or concerns regarding this reply**, please contact me "Heather.Zhao@atco.com"

Sincerely,

Christine Riddell
Administrative Coordinator
ATCO Gas Distribution

From: Becky Soby <BSoby@urbansystems.ca>
Sent: Tuesday, February 16, 2021 10:47 AM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Erin Eyre <eeyre@urbansystems.ca>; Carl McDonnell <carlm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Rob McKay <robm@carstairs.ca>
Subject: Town of Carstairs: ASP 2021-01

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

	TOWN OF CARSTAIRS
DATE:	February 16, 2021
DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems

PROPOSAL:

Becky Soby

From: Circulations, HP <HP.Circulations@atco.com>
Sent: March 3, 2021 10:24 AM
To: Becky Soby
Subject: 21-0696 Response - Town of Carstairs: ASP 2021-01
Attachments: 2021-02-16 Homestead Area Structure Plan Circulation Package.pdf

CAUTION: External Email.

Good Morning,

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Maira Wright

Sr. Land Administrative Coordinator | Operations Engineering | Gas Transmission
 ATCO Pipelines & Liquids Global Business Unit

A: 7210 42 Street, Edmonton, AB T6B 3H1

E: Maira.wright@atco.com

[ATCO.com](https://atco.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



From: Becky Soby <BSoby@urbansystems.ca>
Sent: Tuesday, February 16, 2021 10:47 AM
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DATE:	February 16, 2021
DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION

Becky Soby

From: NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>
Sent: February 16, 2021 11:30 AM
To: Becky Soby
Subject: RE: Town of Carstairs: ASP 2021-01

■ CAUTION: External Email. ■

Hello Becky,

In relation to File 2021-01, Canada Post will provide mail delivery to this development by mailboxes at the Carstairs Post Office when needed. We have no objections to the development. Please let us know when it is starting to get developed in case there are any changes to the way we will be delivering our mail. I will keep this file in my records for reference in the future if needed.

Regards,

Malcolm Nevers
 Delivery Services
 Canada Post Calgary

From: Becky Soby <BSoby@urbansystems.ca>
Sent: February-16-21 10:47 AM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Erin Eyre <eeyre@urbansystems.ca>; Carl McDonnell <carlm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Rob McKay <robm@carstairs.ca>
Subject: Town of Carstairs: ASP 2021-01

This email is from an EXTERNAL sender. Please be CAUTIOUS, particularly with links and attachments. | Ce courriel est d'un expéditeur EXTERNE. Soyez PRUDENT, en particulier avec des liens et des pièces jointes.

	TOWN OF CARSTAIRS
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DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems

PROPOSAL:

In accordance with Part 17 of the *Municipal Government Act*, please consider this letter as a formal request for comments, recommendations, and/or requirements with respect to the above noted application.

Urban Systems is acting on behalf of the **Town of Carstairs** for these applications. Accordingly, we have enclosed a copy of the application. Please reply directly to bsoby@urbansystems.ca on or before **the 18th day of March, 2021** indicating File No **ASP 2021-01**. If you wish to respond by mail, please send your comments to:

Becky Soby

From: Davidson, Tracy <tracy.davidson@fortisalberta.com> on behalf of Land Service <landserv@fortisalberta.com>
Sent: March 8, 2021 1:56 PM
To: Becky Soby
Subject: FW: [EXTERNAL] DUE MACRH 18 Town of Carstairs: ASP 2021-01
Attachments: 2021-02-16 Homestead Area Structure Plan Circulation Package.pdf; Structures near power lines.pdf

CAUTION: External Email.

Good afternoon,
 FortisAlberta has no concerns regarding the area structure plan application. Attached is a guideline for the applicant regarding structure setback requirements to our powerlines. The applicant can contact 310-WIRE for any electrical services.

Thank you,

Tracy Davidson | Land Coordinator

FortisAlberta Inc. | 100 Chippewa Road, Sherwood Park, AB, T8A 4H4 | Direct 780-464-8815



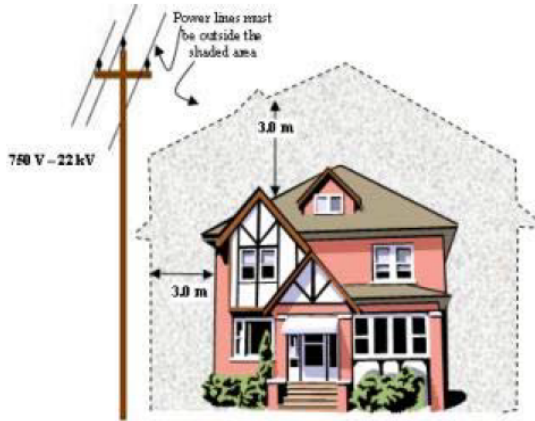
We are FortisAlberta. We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

From: Becky Soby <BSoby@urbansystems.ca>
Sent: Tuesday, February 16, 2021 10:47 AM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Erin Eyre <eeyre@urbansystems.ca>; Carl McDonnell <carlm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Rob McKay <robm@carstairs.ca>
Subject: [EXTERNAL] DUE MACRH 18 Town of Carstairs: ASP 2021-01

EXTERNAL EMAIL: Use caution with links and attachments.

	TOWN OF CARSTAIRS
DATE:	February 16, 2021
DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems

PROPOSAL:



Attention: Designers, Developers, Builders and Building Owners

Minimum clearance requirements between overhead lines and other structures are in place for your protection and safety.

- a) Regulations require minimum horizontal and vertical clearances between overhead lines and other structures.
- b) Clearance requirements vary depending on the voltage of the power line. For example, a power line operating at between 750 and 22,000 Volts requires:
 - A vertical clearance of 3.0 metres; and
 - A horizontal clearance of 3.0 metres.

See the diagram above and the table inside the brochure for more information

Contact your Electric Power Company before developing your property.

This will reduce the likelihood of shock or electrocution. It will also help you avoid having to move a structure or paying for the relocation of a power line.

Alberta's Safety System

Alberta Municipal Affairs works in partnership with the Safety Codes Council, municipalities, corporations, agencies, and other organizations to deliver effective community-focused public safety programs and services to Albertans.

Questions or more information:

Alberta Municipal Affairs

Safety Services Branch
16th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4

Phone toll-free: 1-866-421-6929

Fax: 780-427-8686

E-mail: safety.services@gov.ab.ca

www.municipalaffairs.alberta.ca

Safety Codes Council

Suite 1000, 10665 - Jasper Avenue
Edmonton, Alberta T5J 3S9

Toll-free within Alberta:

Phone: 1-888-413-0099

Fax: 1-888-424-5134

www.safetycodes.ab.ca

Please place your agency or municipality contact information in the space below.

These brochures may be updated periodically. They have no legal status and cannot be used as an official interpretation of the various bylaws, codes and regulations currently in effect.

January 2009

ISBN: 978-0-7785-7093-6

Safety Tips

Structures near power lines

A potentially dangerous combination

Failing to consider the proximity of a structure to power lines poses significant safety risks with potentially fatal consequences.

If you don't consider this proximity, you may also be faced with a costly relocation of either the structure or power line, because the distance between them was not thoroughly assessed during the planning stages.

The Alberta Electrical Utility Code has mandatory requirements for clearances between power lines and structures such as the following:

- signs;
- billboards;
- light standards;
- traffic signs;
- antennas;
- satellite dishes; or
- buildings, such as houses, apartments, and commercial or farm buildings.

Alberta

SAFETY CODES COUNCIL

Structures near power lines

Excerpt from the Alberta Electrical Utility Code

Table 9 ~ Minimum Design Clearances from Wires and Conductors Not Attached to Buildings, Signs, and Similar Plant (all similar situations) - See Clauses 5.7.3.1 and 5.7.3.3

Wire or Conductor		Minimum clearances, in metres, from wire to			
		Buildings*†	Signs, billboards, lamp and traffic sign standards, and similar plant		
Guys, communication cables, and drop wires		Horizontal to surface‡	Vertical to surface	Horizontal to object‡	Vertical to object
		0	0.08	0	0.08
Supply conductors					
0 to 750 V	Insulated or grounded	1.0	2.5§	0.3	0.5
	Enclosed in effectively grounded metallic sheath	0	0	0	0.08
0 to 750 V	Neither insulated nor grounded, nor enclosed in effectively grounded metallic sheath	1.0	2.5§	1.0	0.5
Over 0.75 to 22 kV	Not enclosed in effectively grounded metallic sheath	3.0§§	3.0**	3.0	2.5
	Enclosed in effectively grounded metallic sheath	0	0	0	0.08
Over 22 kV***††		3.0 plus 0.01 m/kV over 22 kV	3.6 plus 0.01 m/kV over 22 kV	3.0 plus 0.01 m/kV over 22 kV	3.6 plus 0.01 m/kV over 22 kV

Notes to the table

References to other tables and clauses refer to the Alberta Electrical Utility Code

* Clearances over or adjacent to portions of a building normally traversed by pedestrians or vehicles are covered by Tables 2 and 3.

† The tabulated clearances are applicable to nonmetallic buildings or buildings whose metallic parts are effectively grounded. Otherwise, a study to determine suitable greater clearances may be necessary, due to electrostatic induction (see clause 54.7.3.3).

‡ To these values the conductor swing must be added, in accordance with clause 5.7.3.1.

§ This clearance may be reduced to 1 m for portions of the building considered normally inaccessible.

** Carrying conductors of these voltage classes over buildings should be avoided if other suitable construction can be carried out.

†† Where it appears necessary to carry conductors of these voltage classes over buildings, additional measures should be investigated, including increased clearances, to ensure that safe and suitable use can be made of the building crossed over.

§§ This value may be reduced to 1.5 m when windows that can be opened, fire escapes and balconies are not present on the building adjacent to the conductor.



March 16, 2021

Sent via email: bsoby@urbansystems.ca

Urban Systems Ltd.
101, 134 – 11 Avenue SE
Calgary, AB T2G 0X5

Attention: Becky Soby

Dear Becky:

Re: Town of Carstairs – Homestead Area Structure Plan (ASP) File ASP 2021-01

Thank you for your email dated February 16, 2021 with respect to the above noted application. The letter and materials were circulated to the Planning and Development Services Department as well as the Operational Services Department with comments as follows:

Operational Services Department:

I have reviewed the above noted ASP. Operations is concerned that this development will add additional traffic onto Twp Rd 303 (Carstairs Blind line). In the past the County has been contacted by the Town about the geometrics of the curve at the shared boundary between the Town and the County. This curve and the road surface leading to RR 20 should be addressed if any development is to occur as they may both be impacted by more traffic at this location.

Thank you for your consideration to include us in your referral agencies.

Sincerely,


Lee-Ann Gaudette, Administrative Assistant
Planning and Development Services

/lg

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

Becky Soby

From: Project Manager - Southern Alberta <ProjectManagerSouthernAlberta@sjrb.ca>
Sent: February 17, 2021 2:43 PM
To: Becky Soby
Subject: RE: Town of Carstairs: ASP 2021-01

CAUTION: External Email.

Please be advised Shaw Cablesystems does not have any objections to the proposed application.

Thank you,

Shaw Calgary Planning

Shaw Communications Inc. 2400 32 Ave NE, Calgary, AB

E: projectmanagersouthernalberta@sjrb.ca



This message is confidential and may contain privileged information. We ask that you not use or disclose this message other than with our consent. If you are not an intended recipient, please immediately notify us and delete this message. Thank-you.

From: Becky Soby <BSoby@urbansystems.ca>
Sent: Tuesday, February 16, 2021 10:47 AM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Erin Eyre <eeyre@urbansystems.ca>; Carl McDonnell <carlm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Rob McKay <robm@carstairs.ca>
Subject: Town of Carstairs: ASP 2021-01

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	TOWN OF CARSTAIRS
DATE:	February 16, 2021
DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems

PROPOSAL:

In accordance with Part 17 of the *Municipal Government Act*, please consider this letter as a formal request for comments, recommendations, and/or requirements with respect to the above noted application.

Becky Soby

From: Chris Rvachew <CHRIS.RVACHEW@telus.com> on behalf of circulations <circulations@telus.com>
Sent: February 19, 2021 7:42 AM
To: Becky Soby
Subject: RE: Town of Carstairs: ASP 2021-01

■ CAUTION: External Email. ■

Good Morning,

TELUS Communications Inc. has no objections to the mentioned circulation.

Thanks,

Chris Rvachew | Real Estate Specialist
Customer Network Implementation | TELUS | Rights of Way
2930 Centre Avenue NE, Calgary, AB T2A 4Y2
Phone: (403) 384-3066 | circulations@telus.com

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From: Becky Soby [mailto:BSoby@urbansystems.ca]
Sent: February 16, 2021 10:47 AM
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Cc: Erin Eyre <eeyre@urbansystems.ca>; Carl McDonnell <carlm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Rob McKay <robm@carstairs.ca>
Subject: Town of Carstairs: ASP 2021-01

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	TOWN OF CARSTAIRS
DATE:	February 16, 2021
DUE DATE:	March 18, 2021
FILE NO:	ASP 2021-01
SUBJECT:	HOMESTEAD AREA STRUCTURE PLAN (ASP) APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems

PROPOSAL:

In accordance with Part 17 of the *Municipal Government Act*, please consider this letter as a formal request for comments, recommendations, and/or requirements with respect to the above noted application.

Urban Systems is acting on behalf of the **Town of Carstairs** for these applications. Accordingly, we have enclosed a copy of the application. Please reply directly to bsoby@urbansystems.ca on or before **the 18th day of March, 2021** indicating File No **ASP 2021-01**. If you wish to respond by mail, please send your comments to:

Becky Soby
Urban Systems Ltd.
Suite 101, 134 - 11 Avenue SE
Calgary, AB
T2G 0X5

Thank you,

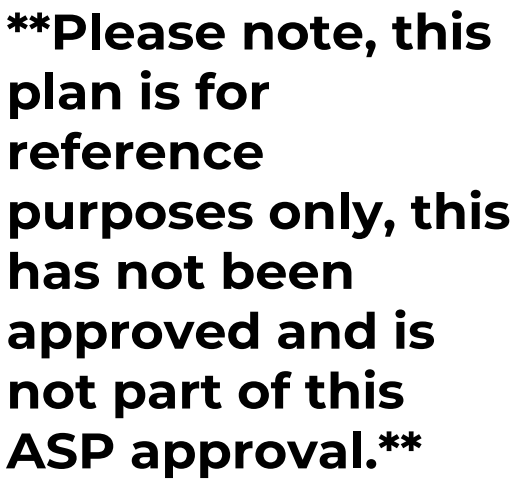
BECKY SOBY, BA, MPLAN Planner



101- 134 11th Avenue SE | Calgary, AB T2G 0X5
t 403-291-1193 x4361 | c 403-650-6605
w urbansystems.ca



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NE17 30-1-5


TENTATIVE PLAN OF THE
SUBDIVISION WITHIN THE
NE $\frac{1}{4}$ SEC 17, TWP 30, RGE 1, W5M

NOTES:


1. ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

2. DISTANCES ALONG CURVES ARE ARC MEASUREMENTS.

3. BEGINNING AND END OF CURVES ARE SHOWN THUS



4. PORTION AFFECTED BY THIS PLAN IS OUTLINED THUS



R2 – DUPLEX LOTS AND 3 R3 6 & 8 PLEX CONDO LOTS.

#

YEAR-MO-DA

SUBMISSION DESCRIPTION

BY

1

SEP 20/19

PRELIMINARY ENGINEERING SUBMISSION

JTK

2

FEB 22/21

REVISED LOT DIMENSIONS

JTK

3

MAR 16/21

REVISED BASED ON CLIENTS REQUEST

TAB

4

APR 5/21

REVISE LOTTING BASED ON COMMENTS

TAB

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(RED DEER) LTD.

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#202, 4708 50th AVENUE, RED DEER, ALBERTA PH: 403-340-3022

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NOT FOR CONSTRUCTION

CLIENT:

TOWN OF CARSTAIRS

PROJECT:

CARSTAIRS DEVELOPMENT SERVICEABILITY STUDY

DRAWING TITLE:

TENTATIVE LEGAL PLAN

PROJECT NO.:

358-G

DRAWN:

EJW

DESIGNED:

TAB

REVIEWED:

TAB

PLOTTED:

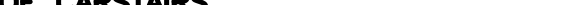
2021-04-05

SHEET No.:

9/11

SCALE

H:1:1000



NOT TO SCALE UNLESS PLOTTED ON ARCH D PAPER

C08

SCHEDULE C: APPLICANT SUMMARY OF ENGAGEMENT



Homestead ASP Engagement Summary

March 29, 2021

Becky Soby, BA, MPLAN
Planner
Urban Systems

Sent via email: BSoby@urbansystems.ca

RE: Public Engagement Summary
Homestead ASP

Please accept the following summary of public engagement for the Homestead ASP. Engagement was conducted by the developer and driven through the project website and subsequent phone calls and email correspondence. The website went live on February 9, 2021 and is still online. Several emails and phone call have been received; about 8 in total. Below is a summary of the comments received and the developer's responses (where applicable):

1. Mobile homes backing onto existing residences – mobile homes are located in the north portion of the ASP; development adjacent to existing residential development will be single family homes
2. Tax increases – taxes are based on assessed value; low density residential adjacent to existing low density residential should not impact assessment or taxes.
3. Drainage issues – the ASP will implement a drainage system that may actually help to alleviate some of the drainage issues of existing residences.
4. Lack of green space or walking path between existing and proposed development – the lots immediately adjacent to the existing residences will have extra depth and larger back yards to increase privacy. Additional open space in this location would reduce the amount of open space available throughout the remainder of the ASP.
5. Property value and quality of proposed development – property and assessment values should not be impacted by adjacent compatible low density residential.

Written correspondence received is attached to this email. We are happy to discuss further prior to finalization of the Council report. Please let me know

Sincerely,

A handwritten signature in black ink, appearing to be 'Shelly McIntosh', with a stylized loop and a horizontal tail.

Shelly McIntosh, RPP MCIP
Freedom Planning

HOMESTEAD DEVELOPMENT PLAN

Attention: Town of Carstairs
Huttco Development ✓

This letter is in response to your formal request for comments to the Homestead Area Structure Plan Application (ASP 2021-01). We are residents of **PARKVIEW ESTATES** and we have grave concerns in regards to this development.

The developer's vision for the development is to "build a vibrant, affordable and sustainable community, offering an unsurpassed quality of life" (page 3, planning package), however on page 5 he goes to say the neighborhood will be an extension of "Parkview Estates". If this is the case we should see a development of executive single family homes on large lots but that isn't what is being proposed at all.

On page 6 the developer goes on to say that he plans to "appeal to a variety of future residents", by building duplexes, semi-detached, four and six-plexes, as well as modular homes. These structures will not hold the same market value or have the same type of resident that is currently occupying the homes in Parkview Estates. Those establishments would eventually become rental units for transient tenants, who will potentially decrease the value of our beautiful estate.

On page 6 he speaks about "bike pathway, parks, open space, and natural area". How is it possible to realistically provide for all of this when on page 14 it clearly states that once the Homestead is fully developed this small 35.68 acre parcel will "accommodate approximately 521 people". Clearly not the population base that we currently enjoy in Parkview Estates.

On page 7 the developer talks about transportation and 3 road access points into the developments and on page 8 he states that (CPTED) crime prevention design will be taken into consideration as well. On page 30, however, there is a reference to "local roads with one access point will be wide enough to ensure emergency vehicles can access all properties quickly and efficiently", but there is no road or green space planned between the existing Parkview Estates and the new development. Having hundreds of single family homes backing up to each other has the potential for catastrophic disaster in case of natural, or criminal activity. In order for emergency service personnel to have immediate access between the developments the developer should have taken into consideration a buffer zone of at least 20-25 feet to be created as an additional safety measure by giving emergency vehicles access between our properties and the new development.

Parkview Estates owners currently have neighbors on either side of their property and buffer zones and streets to separate other neighbors, but now many owners will have additional homes propped up against their fence lines. Not only will it devalue their property but it again proves to be a huge safety concern. Considering that the town of Carstairs has volunteer fire fighters many home insurance agencies frown at their ability to properly protect the town, never mind having to deal with multiple homes backing up to each other. Many Parkview Estate owners will have issues with filing claims with their insurance companies once they are aware that other homes are backing up to their fence line. How realistic is the town to assume that our local fire department can protect hundreds of homes backed onto one another like a matchbox with our existing fire department? A wild fire would destroy everything and owners will be faced to fight with their insurance companies for adequate pay outs. Is the town prepared to accept countless law suits due to their negligence?

Page 24 talks about the stormwater management pond with the paved bike path designed to go around the pond. The developer does not speak of having this pond aesthetically pleasing with moving water to deter mosquitos or algae growth, therefore would it be more of a water dumping site or a part of a park structure that all can

enjoy? Obviously, the later would be more appealing to all Carstairs residents and to reassure that we do not have any on going issues with stagnant water. As with plan F4 the developer shows the extensive bike pathway system that he is proposing. The cost for this concrete pathway is enormous so again is the developer going to be accountable to ensure it is built or is it currently just a selling feature?

In conclusion the Homestead current plan does not enhance or bring value to Parkview Estates at all, quite the opposite in fact, considering the low cost high density home structure. The type of residents that will be predominantly living in the proposed homes will be first home buyers or renters. Alberta has been and still is in the midst of unprecedented financial crisis. The unemployment rate is hovering at 13.5%, which is the highest it has been since the Second World War. 44% of AB households have suffered job losses or reduced hours and income. With the Bank of Canada increasing interest rates many first home buyers will not be eligible for mortgages. With the faltering oil and gas industry and COVID, AB still shows a dismal future for employment growth and as we all know people **DO NOT** move to Carstairs for work. Many individuals unless they have assets, substantial income level, and excellent credit will never be able to afford a home and will be forever renters. Why would the town even consider allowing low income housing into our community, currently? We do not have any jobs for these people. Is the town going to use existing tax payer's resources to go after individuals that forfeit to pay the town's utility bill and taxes?

Parkview Estates has majority long time home owners with very few if any renters in our estate. Many of us have been in our homes for over 20 years! The town has secured a huge financial tax base from loyal tax payers of this estate. Our estate has remained relatively safe, friendly, clean, and we already have "unsurpassed quality of life", which we are determined to not be destroyed by greedy developers and builders.

As residents of Parkview Estates we propose The Homestead land plot which is the most stunning land in all of Carstairs and has an amazing view of the Rocky Mountains be given priority to luxury single family homes. With proper architectural controls from award winning builders the Homestead ambience and magnificent west facing views of the mountains promises to put Carstairs on the map. According to the real estate market analysis it currently shows a demand for upper end homes as many professional families want to move from Calgary and Airdrie to a smaller town where they get more value for their homes. These savvy home owners are already established with jobs, and assets so they can easily secure a mortgage. They will pay for a "**quality built**" home with a view, peaceful surrounding, and a safe community. The price range for our target consumer is \$300,000.00-\$700,000.00, which is way under value for what their current homes would be worth in the city once they sell. Payment of taxes, and utility bills would not be an issue for these families as they have been paying substantially more in other cities, and towns.

We love Parkview Estates and we want to see a development that will increase our property value, be safe and attract the right buyer for this economic time. We deserve the right to live beside a new community that we would be proud of and truly bring "vibrancy" into our town, not a higher crime rate, or issues with structural safety.



DAVID PHILLIPS
106 MURRAY BAY
CARSTAIRS AB.
TOMONO



Shelly McIntosh

From: [REDACTED]
Sent: Saturday, February 27, 2021 7:59 AM
To: Homestead Acres
Subject: Re: Homestead Acres Carstairs: Questions about park view estates

Thank you for your reply. Carstairs does not have many walking paths could a walking path not be put in between the two communities? At least then our homes still have something "different" about them plus something the community could use? I've had this in another home and it was great. Just something please that doesn't make our properties ordinary again.

My other concern is that because of covid we are not having meetings where we can hear our neighbours questions or concerns I feel that because we can not gather a zoom meeting or comments from other residence could be public for this group.

Thank you,
Michelle Hebert

Get [Outlook for iOS](#)

From: Homestead Acres <info@homesteadacrescarstairs.com>
Sent: Tuesday, February 23, 2021 8:12:37 PM
To: [REDACTED]
Subject: Re: Homestead Acres Carstairs: Questions about park view estates

Hello Michelle,

Thank you for your response and your questions.

Please be well aware that there will NOT be mobile homes backing onto your property, the mobile homes will only be in a small area in the very north part of the development.

The ASP details that the lots backing onto your property will indeed be regular houses with front garages. Please note as well that those lots were designed larger than usual, to give them a larger back yard. This will give a little better buffer and transition from your back yard to the new houses.

Our goal is to keep a similar style and quality of neighbourhood that you have down Miltford Lane, and continue that into our new community with them flowing together.

Hopefully this helps

Please reach out with any more questions or concerns

Colter
Homestead Acres

From: Homestead Acres Carstairs <websites@jimbits.com>
Sent: Friday, February 19, 2021 6:30:29 PM

To: info@homesteadacrescarstairs.com <info@homesteadacrescarstairs.com>

Subject: Homestead Acres Carstairs: Questions about park view estates

This is an enquiry email via <https://homesteadacrescarstairs.com/> from:

Michelle Hebert [REDACTED]

A mobile home park? I bought this home three years ago because there was no one behind. I thought eventually there might be HOMES and whoever built would have the decency to build a pathway or buffer between the two communities. But now I find out I'm going to have a trailer bumped up to my yard? I'm wishing I had never moved here. Why can you not put in a buffer or a green space?

I'm not sure of the process but I do not like the plan!

Michelle Hebert

108 Murray Bay

From: Homestead Acres Carstairs <websites@jimbits.com>

Sent: Friday, February 19, 2021, 6:30 p.m.

To: info@homesteadacrescarstairs.com

Subject: Homestead Acres Carstairs: Questions about park view estates

This is an enquiry email via <https://homesteadacrescarstairs.com/> from:

Michelle Hebert <acaciasgm@outlook.com>

A mobile home park? I bought this home three years ago because there was no one behind. I thought eventually there might be HOMES and whoever built would have the decency to build a pathway or buffer between the two communities. But now I find out I'm going to have a trailer bumped up to my yard? I'm wishing I had never moved here. Why can you not put in a buffer or a green space?

I'm not sure of the process but I do not like the plan!

Michelle Hebert

108 Murray Bay

FROM CONCERNED RESIDENTS OF

PARKVIEW ESTATES

*Attention:-
Town of Carristair
Hutches Development*

March 1, 2021

Becky Soby
Urban Systems

Please accept this signed letter of concern from residents of Parkview Estates affected by the development of the new proposed community of Homestead.

We the residents would like clear communication regarding your new development, specifically the location of the mobile homes which on the maps we received showed them placed backing onto our homes and no buffer between the two communities.

We do not want a mobile home development backing onto our long time well maintained homes. Many of the long term residents were told there would be a buffer created once the new community was built. Growth is inevitable and we are prepared to lose our view but please respect the integrity of our community and the privacy of our backyards that make them unique.

Whether we can gather as a group or not we are united in preserving the value of our homes as well as the unique privacy we have enjoyed for many years. Build this new community in solidarity with the original homeowners. We accept losing our field but want a buffer of at least 25 feet, trees had been discussed years ago with some homeowners and no mobile homes directly behind us.

Thank you for taking the time to hear our concerns we are hoping for a amicable resolution.

Sincerely yours,

Please see attached signature sheet

Signature Log in Support of Public Interest Parkview Estates Residents: Letter of Concern



The following owners and residents have signed below indicating their support for a privacy barrier/buffer located behind Parkview Estates, which will be invaluable to both current Parkview residents as well as residents of the proposed new community of Homestead. The integrity of the community is paramount.

Name	Address	Email Address	Telephone Number	Signature
Michelle Hebert	108 Murray Bay			
DARAYL HARMAN	112 MURRAY BAY			
DAVID PHILLIPS	106 MURRAY BAY			
RALF KOCH	104 MURRAY BAY			
Hugh McKenzie	112 MURRAY BAY			
Kevin O'Brien	102 MURRAY BAY			
RAJICE HARKONSON	1114 MILT FORD LANE			
Stan Schivke	1114 MILT FORD LANE			
Shelley Link	1106 Milt Ford Lane			

March 1, 2021

Homestead Development

– Area Structure Plan –



Planning and Development

Prepared By:

AL-TERRA Engineering
(Red Deer) Ltd.

For:

Huttco Developments Inc.

Revised February 27, 2020

Table of Contents

Part 1 Introduction.....	1
1.1 Purpose.....	1
Part 2 Background.....	2
2.1 Alignment with Municipal Policy	3
2.1.1 Residential Development.....	4
2.1.2 Open Space and Environment	4
2.1.3 Transportation	5
2.1.4 Utility Services	5
Part 3 ASP Vision and Objectives	6
3.1 Vision	6
3.2 Objectives	6
Part 4 Plan Context, Development Concept and Policies	7
4.1 Site Features and Context.....	7
4.1.1 Environmental.....	7
4.1.2 Soils, Geotechnical and Topography.....	8
4.2 Development Concept and Land Use Distribution	9
4.2.1 Policies	13
4.3 Parks and Open Space	14
4.3.1 Policies	14
4.4 Engineering Services.....	15
4.4.1 Water Services and Policies	15
4.4.2.1 Policies	17
4.4.3.1 Policies	19
4.5 Transportation	20
4.5.1 Policies	21
4.6 Shallow Utilities	22
4.6.1 Policies	25
4.7 Emergency Services	25

4.7.1 Policies	25
Part 5 Implementation	26
5.1 Phasing	26
5.1 Policies	26
5.2 Conclusion	27

List of Figures

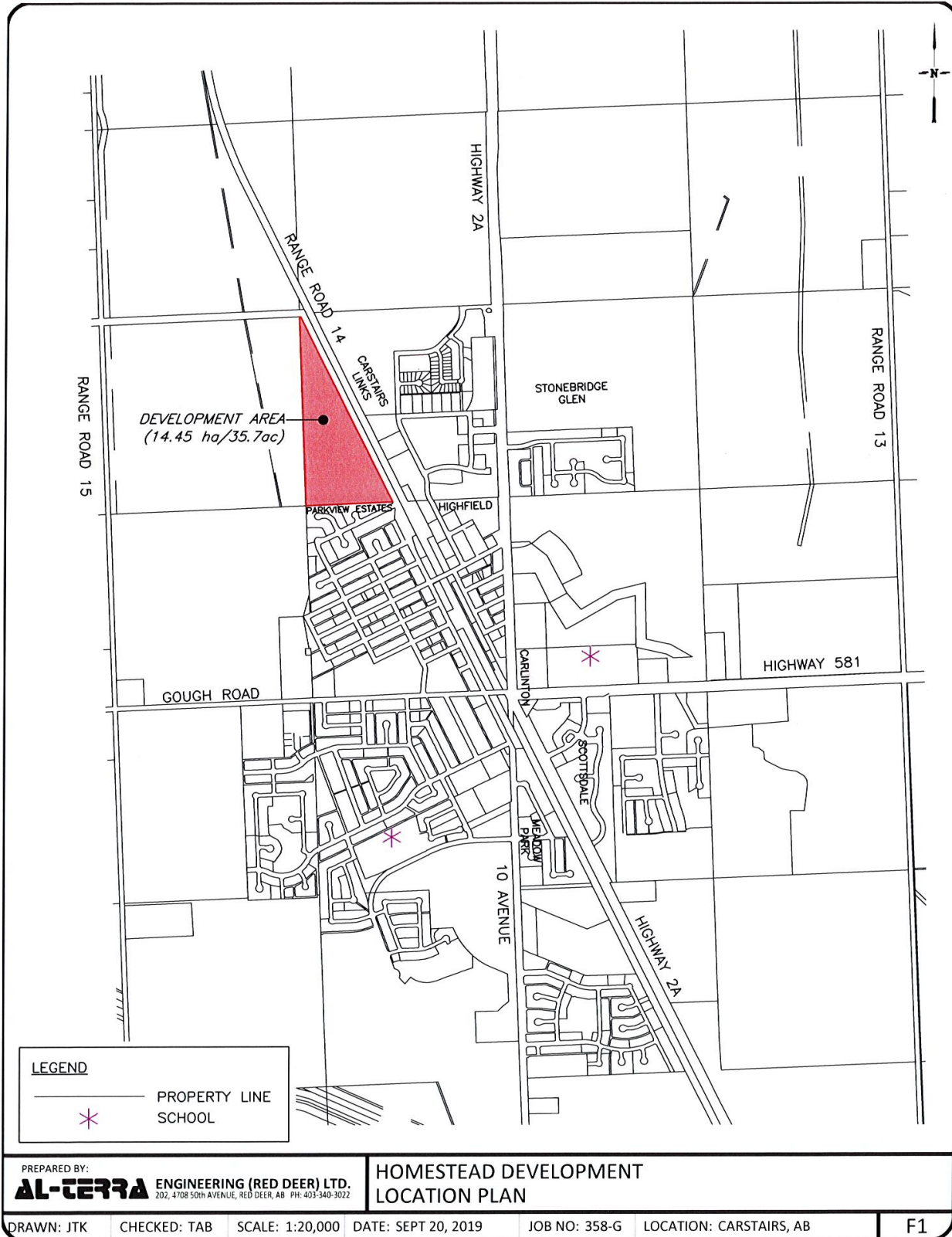
Figure 1 - Location Plan.....	2
Figure 2 - Land Features and Topography	9
Figure 3 - Land Use Plan.....	11
Figure 4 - Water Main Plan	16
Figure 5 - Sanitary Sewer Plan	18
Figure 6 - Storm Sewer Plan.....	20
Figure 7 - Transportation Network	22
Figure 8 - Phasing Plan	27

Part 1 Introduction

1.1 Purpose

AL-Terra Engineering (Red Deer) and Freedom Planning (Airdrie) were retained by Huttco Developments Inc. to provide engineering and planning services related to the proposed Homestead Development. The purpose of this Area Structure Plan (ASP) is to provide a high-level plan for the proposed development in the north portion of the Town of Carstairs within the NE ¼ 17-30-1-W5M. The site location is illustrated on Figure 1 – Location Plan. Huttco Developments Inc. is the current owner of 14.44 hectares (ha) (35.68 acres) (ac) within the NE ¼ 17-30-1-W5M.

This ASP will be used as a tool to guide the development of the Plan area to ensure the land uses, sequence of development and eventual subdivision and development occur in an orderly and effective manner. The Homestead ASP is in general conformity with the Town of Carstairs Municipal Development Plan (MDP) and other relevant Town policies as further detailed throughout the ASP. The implementation of the Plan is intended to result in the development of a neighbourhood in keeping with the Town of Carstairs vision of “building a vibrant, affordable and sustainable community, offering an unsurpassed quality of life”.



Part 2 Background

2.1 Alignment with Municipal Policy

The Town of Carstairs Municipal Development Plan (MDP) was adopted by Bylaw No. 967 on September 27, 2010 and amended in January of 2020 by Bylaw No. 1097. This document provides a high-level framework for how the community will develop. The purpose of the MDP is to ensure future growth and development is sustainable, orderly, efficient and that it enhances the quality of life for the citizens of Carstairs.

The Homestead Area Structure Plan (ASP) provides for the development of a new residential neighbourhood in keeping with the Municipal Development Plan Map (Map 2). The development is a contiguous and logical extension of Parkview Estates, the existing residential development to the south and Carstairs Links, the residential area currently under development to the east. The continuation of the urban environment is also in keeping with Section 5 of the MDP – Growth Management + Financing of Urban Growth. This ASP aligns with the following MDP goals and policies:

- Goal 4.2 - to undertake community development in an environmentally, socially and fiscally sustainable manner that benefits existing and future residents of the community
- Policy 5.3.1 – wherever possible, development shall be contiguous to existing built areas unless the Town deems servicing and road requirements are more efficiently provide in areas isolated from the existing built-up areas
- Policy 5.3.3 – the Town shall promote development that utilizes land efficiently and encourage residential development at densities established in this MDP.
- Policy 5.3.5 – developers shall be responsible for the construction and initial maintenance of municipal utilities including required extensions and oversizing unless otherwise specified by the Town.

2.1.1 Residential Development

The Homestead ASP offers a new residential neighbourhood that provides an array of housing types to appeal to a variety of future residents. Homestead will have a variety of options for those residents looking for detached homes while allowing the flexibility to accommodate accessory suites. The proposed development will also offer the potential for duplexes, semi-detached dwellings, attached dwellings, four-plexes and six-plexes. The northern end of the Plan area will provide for manufactured homes and the required common storage area.

The Town of Carstairs MDP indicates that the community's preference has predominantly been low density single-family housing; however other forms of housing such as semi-detached and row houses are gaining in popularity.

- Goal 6.2 – to facilitate a variety of housing opportunities of densities that meet the needs and preferences of all household types and income levels.

The Homestead ASP is in conformance the Town of Carstairs MDP and aligns specifically with Sections 4, 5 and 6 as well as Map 2 (Municipal Development Plan Map).

2.1.2 Open Space and Environment

The Homestead ASP conforms with Section 9 of the MDP that outlines the policies regarding Open Space and Environment. The following MDP objectives are met by the ASP:

- To provide integrated, accessible and well-planned open spaces that support a broad range of leisure and recreation opportunities for all age groups, income levels, and abilities.
- To continually grow the system of pathways linking parks, open spaces and natural areas as the Town expands.

MDP Policy 9.3.3 reiterates the Municipal Government Act (MGA) requirement for ten (10) percent of the developable land to be dedicated as Municipal Reserve (MR). The Homestead ASP provides a total 1.65 ha (4.07 ac) of MR which is approximately 11.4% of the developable area. Pedestrian connections are focused adjacent to 10th Avenue and the future storm water pond. A linear pedestrian connection is also provided west of the storm water pond to the main north south roadway, Homestead Avenue. The internal roadways that connect to pathways and

open space will contain sidewalks to allow further pedestrian and cyclist movement throughout the neighbourhood and to the surrounding areas.

2.1.3 Transportation

The MDP identifies the Town of Carstairs as an automobile-oriented community due to the high number of residents that commute outside of the municipality for work and the absence of a public transit system. The Homestead ASP will provide three vehicular (3) access points to the neighbourhood and surrounding areas via 10th Avenue. The general layout of the transportation network is shown on the Transportation Network figure. All roads will be constructed in accordance with the Town of Carstairs standards.

2.1.4 Utility Services

Development within the Homestead ASP will be connected to the Town of Carstairs water, sanitary sewer and stormwater systems. These three (3) systems will be designed and constructed to comply with the MDP and the Master Servicing Strategy of the Town of Carstairs; achieving the standards as set out by the Town of Carstairs and the provincial approving authorities respectively.

Part 3 ASP Vision and Objectives

3.1 Vision

The vision for the Homestead Area Structure Plan (ASP) is to allow for the development of an inclusive residential neighbourhood that provides for the evolving housing needs of Carstairs residents and provides flexibility over time to adapt to consumer demand.

3.2 Objectives

The vision for the Homestead ASP incorporates the underlying theme of sustainability in providing for a variety of options to the traditional detached dwellings predominantly found in the Town of Carstairs. The objectives listed below support the vision of the Homestead ASP:

- To create an inclusive residential neighbourhood that provides housing opportunities for a broad range of ages, lifestyles and income levels
- To provide pedestrian connectivity to adjacent developments and along major thoroughfares
- To provide a range of housing options to consumers
- To ensure cost-effective and contiguous infrastructure
- To provide the opportunity for a multi-generational community
- The principles of CPTED will be taken into consideration to help create a safe and secure neighbourhood

Part 4 Plan Context, Development Concept and Policies

4.1 Site Features and Context

The Homestead Area Structure Plan (ASP) is located at the north end of the Town of Carstairs immediately adjacent to the municipal boundary which forms the western edge of the Plan area. The lands to the west are currently undeveloped and within Mountain View County. The ASP area is surrounded by existing developments and developing areas on the remaining three (3) sides. The existing residential neighbourhood of Parkview Estates is located south of the Plan area, Carstairs Links (another residential community) is currently under development to the east and the future neighbourhood named Heritage is planned to the north east. Existing light industrial is located east of the subject site across 10th Avenue; adjacent to the southern portion of the proposed development. There is also an existing commercial area located south and west of the existing light industrial area and adjacent to Parkview Estates.

Previous development proposal(s) for the subject lands included ****Town/USL to provide background****

There are two (2) schools located within the Carstairs Area. Carstairs Elementary school is located on Scarlett Ranch Boulevard approximately 2.5 kilometers from the Plan area. Hugh Sutherland school is located on Highway 581 approximately 1.3 kilometers away from the proposed development.

A large recreation area consisting of multiple baseball diamonds and a spray park is located along Gough Road and 11th Avenue. The Carstairs Community Centre is also located nearby. This recreational node is located approximately 1.3 kilometers from the proposed development.

4.1.1 Environmental

Pintail Environmental Consulting Inc. in conjunction with EnviroSmith Consulting Professionals was retained by Huttco Developments Inc. to ~~conduct~~ complete a Wetland Assessment and Impact and Report (WAIR) for the Homestead ASP area.

The wetland boundaries were determined based on a comprehensive desktop analysis combined with field verification ("Pathway 5" as per the *Alberta Wetland Identification and Delineation Directive*). The initial desktop analysis identified 3 potential wetlands within the

proposed development area. Field verification determined that 2 of those areas did not meet the definition of a wetland, leaving a single identified and delineated wetland within the proposed project area.

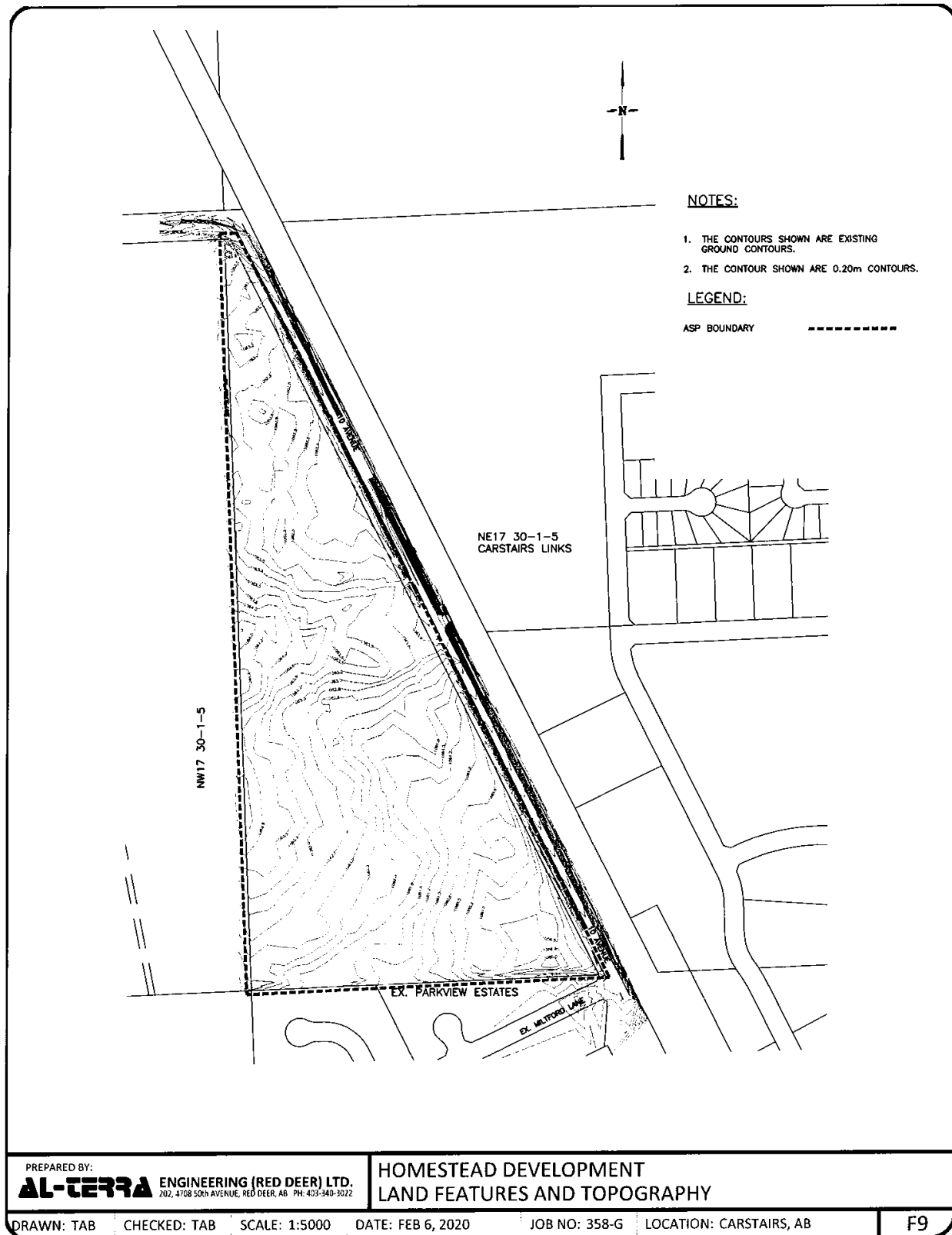
The identified wetland is on the northern portion of the proposed development (see map p.17 of the WAIR.) It is approximately 0.33 ha (0.82 ac) and an ABWRET-A assessment rated it at a Relative Wetland Value of "B". This rating considered the wetland's hydrological function, water quality function, and its location within an area of historical wetland loss. Development is expected to begin in the south portion of the Plan area and proceed north. A Water Act application will be submitted when development plans in the north are underway.

A Phase 1 Environmental Site Assessment (ESA) was also completed for the subject site. The report found no evidence of contamination in connection with the property. No additional investigation was recommended.

4.1.2 Soils, Geotechnical and Topography

A geotechnical investigation was completed for the Homestead Plan area in June 2019 by Parkland Geotechnical Consulting Ltd. Groundwater within the development area was found to range in depth from 4.0 to 6.5 metres (m) depending on the borehole location. A table with all the groundwater depths is shown on page 5 of the geotechnical report submitted under separate cover. The investigation concluded that the subsurface conditions at this site are considered to be suitable for a residential subdivision.

The site is relatively flat sloping from west to east at approximately 0.7%. Elevations of the site are in the range of 1064.00m to 1059.50m. The geotechnical investigation indicated that the soils in the area are relatively uniform and consist of a descending order of topsoil, silt, sand and clay overlying glacial till and weathered sandstone bedrock. The investigation anticipates site preparation will require minor cuts or fills (i.e. less than 1.0m) for building pads. The existing contours of the site are illustrated on Figure 2 – Land Features and Topography Figure.



4.2 Development Concept and Land Use Distribution

The overall Development Concept for the Homestead ASP is shown on Figure 3 – Land Use Plan. The Concept contains a variety of forms of residential housing, a stormwater management facility and open space through the provision of MR. The Plan area will generally be developed from south to north with the initial phase encompassing the stormwater management facility, MR and low density residential through the single detached district (R1) and two dwelling district (R2). The next phase includes additional low density residential with the creation of additional R2 lots and an extension of the MR immediately west of the stormwater management facility. The third phase provides a second access point to 10th Avenue and will allow for the provision of low density residential (R2) and medium density residential through the attached dwelling district (R3). This phase will also connect the MR adjacent to the stormwater facility north along 10th Avenue. Phase 4 contains additional R2 lots and the associated adjacent MR while Phase 5 will create an area of manufactured home district (RMH), additional MR and a third access point to 10th Avenue and.



The Homestead ASP encompasses 14.44 ha (35.68 ac) with approximately 9.10 ha (22.48 ac) of residential development. The projected density and unit counts are shown below in Table 1. The breakdown of the Plan area by proposed land use is shown below in Table 2.

Table 1 – Projected Density and Unit Count

Land Use Category	Area	Unit Count	Units/area	Population	Ratio by Unit Type
Low Density Residential District – Single Detached District (R1)	2.57 ha (6.34 ac)	54	21.0 UPHA (8.5 UPA)	178	34%
Low Density Residential District – Two Dwelling District (R2)	3.72 ha (9.19 ha)	44	11.8 UPHA (4.8 UPA)	145	28%
Medium Density Residential – Attached Dwelling District (R3)	0.47 ha (1.16 ac)	20	42.6 UPHA (17.24 UPA)	66	13%
Manufactured Home District (RMH)	2.34 ha (5.78 ac)	40	17.1 UPHA (6.9 UPA)	132	25%
Total	9.10 ha (22.48 ac)	158	17.36 UPHA (7.03 UPA)	521 **	100%

** based on average household size of 3.3 people per dwelling unit for low density residential and 2.2 people per dwelling unit.

When fully developed the Homestead Plan area will accommodate approximately 521 people with an overall density of 17.36 units per hectare (UPHA) or 7.03 units per acres (UPA).

Table 2 – Distribution of Land Uses

Land Use Category	Area	Percentage
Low Density Residential District – Single Detached District (R1)	2.57 ha (6.35 ac)	17.8%
Low Density Residential District – Two Dwelling District (R2)	3.72 ha (9.19 ha)	25.8%
Medium Density Residential – Attached Dwelling District (R3)	0.47 ha (1.16 ac)	3.3%
Manufactured Home District (RMH)	2.34 ha (5.78 ac)	16.2%
Open Space (PFR)	1.65 ha (4.08 ac)	11.4%
Public Utility (PFR)	0.55 ha (1.36 ac)	3.8%
Roads	3.14 ha (7.76 ac)	21.7%
Total	14.44 ha (35.68 ac)	100%

4.2.1 Policies

1. Development should generally occur as shown in the Homestead ASP Land Use Plan.
2. The predominant forms of housing shall be R1 and R2 style development.
3. The Homestead ASP shall be serviced by municipal water, sanitary sewer and stormwater systems.
4. The target residential density is approximately

4.3 Parks and Open Space

The Homestead Development has been designed to provide easy access to open for all residents. In total, the Homestead Development includes approximately 1.65 ha (4.07 ac) of MR representing 11.4% of the net developable area.

Pedestrians and cyclists will have the opportunity to move through the Homestead neighbourhood and connect to the adjacent developments through the use of pathways and sidewalks. MR, in the form of linear parks, will connect the internal street connections to the open space surrounding the stormwater feature. In accordance with the Municipal Government Act (MGA) the development will provide 10% of the net developable area as parks, open space or a cash-in-lieu payment for the value of the land. The ASP anticipates approximately 11.4% of the net developable area will be dedicated as MR at the subdivision stage of development.

All walkways will be constructed to the Town of Carstairs Design Standards. Walkway details and final open space calculations will be determined at the time of subdivision.

4.3.1 Policies

1. A landscape plan shall be prepared, to the satisfaction of the Town of Carstairs, at the subdivision stage of development.
2. All open spaces and parks within the ASP shall meet the Town of Carstairs Landscaping Standards.
3. Pathway locations will be determined at the time of subdivision in conjunction with the detailed design of the stormwater management facility.

4.4 Engineering Services

The Homestead ASP has been designed in accordance with the Town of Carstairs servicing requirements. The provision of efficient infrastructure is paramount to the ability to provide cost-effective housing that is affordable and desirable to a broad range of residents.

4.4.1 Water Services and Policies

The Homestead Development will be serviced by an internal water main system. This system will tie into the existing water mains located in existing Miltford Lane in Parkview Estates.

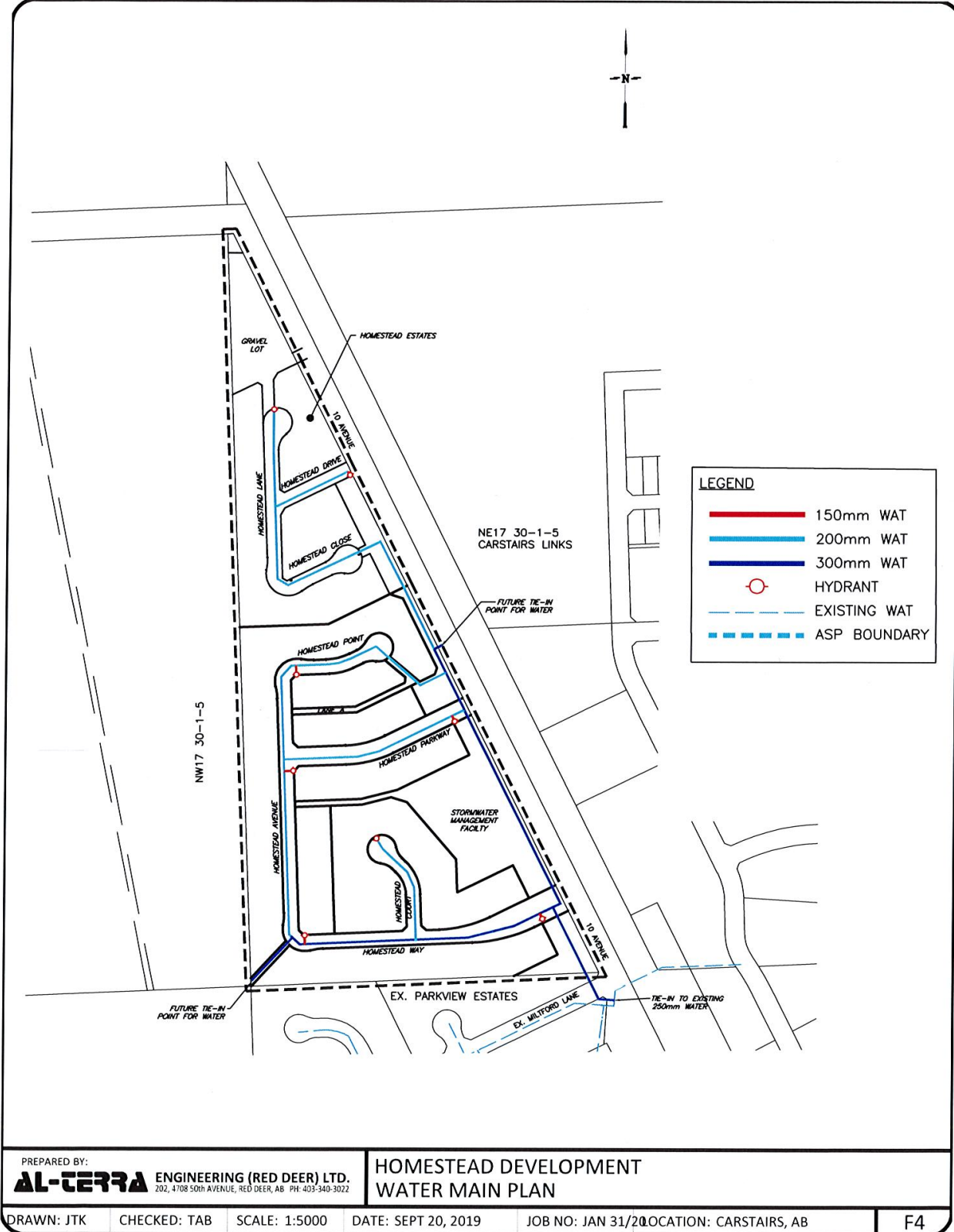
As illustrated on Figure 4 – Water Main Plan, there is one (1) connection to the existing watermains for the entire development. This connection is located in the south east corner of the Plan area by way of a Public Utility Lot (PUL). All off the watermains for the development will be by way of an underground water main system.

A 250mm watermain is being installed along Homestead Way for future development to the west. This 250mm water main will utilize a 6.0 m wide PUL in the south west corner of the development and will terminate at the property line. A temporary flushing hydrant located at the property line will be installed. The Water Main Plan also shows a future tie-in point along the eastern edge of the development, adjacent to 10th Avenue.

A water model maybe required to ensure adequate fire flow pressure can be achieved throughout the development.

4.4.1.1 Policies

1. Water servicing shall be constructed to the Town of Carstairs standards.
2. Connections for water looping will be provided for future development adjacent to the Plan area.
3. The water system shall be constructed in accordance with the Water Main Plan.



4.4.2 Sanitary Sewer and Policies

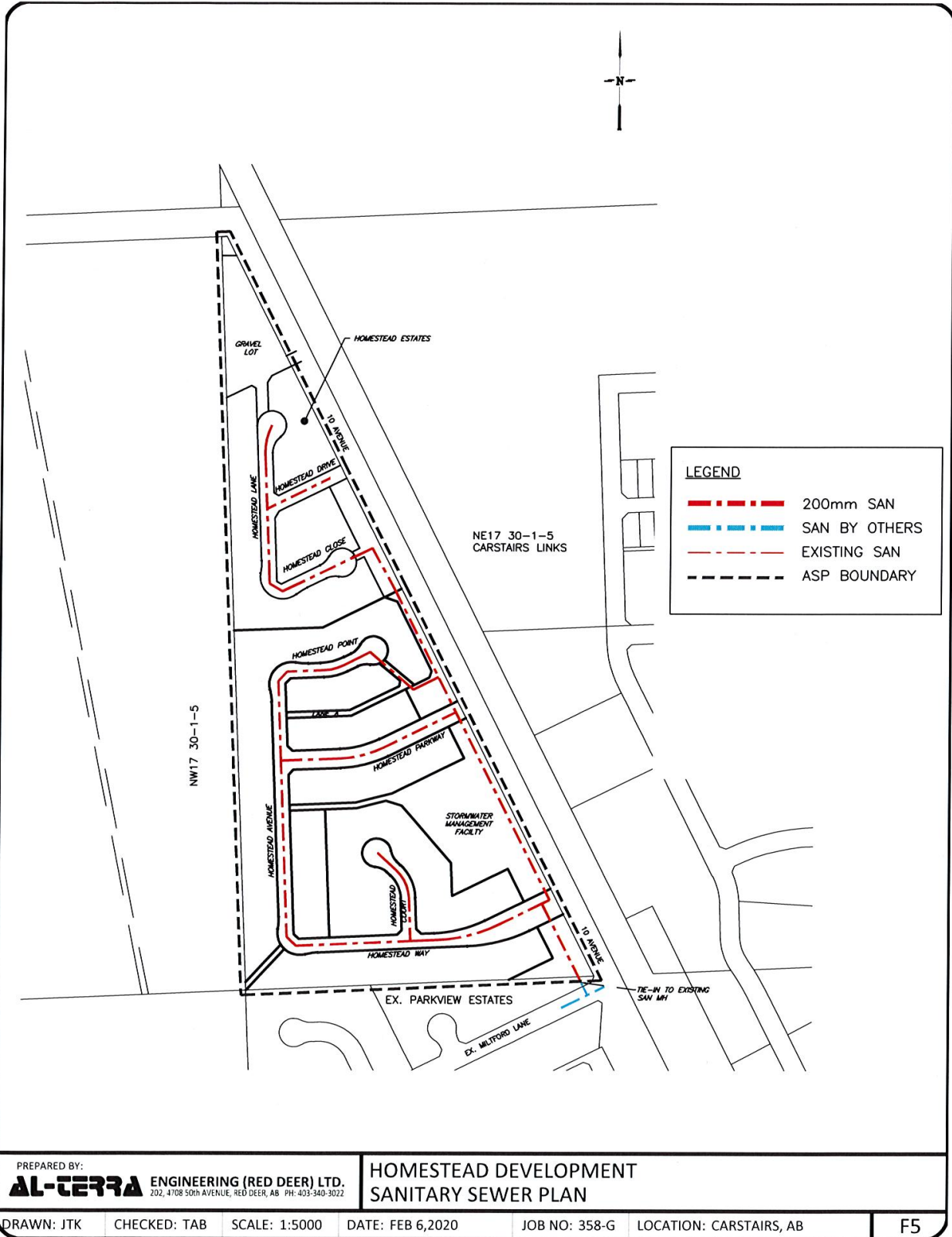
The Homestead Development will be serviced by an internal sanitary sewer system. The proposed sanitary sewer system will tie into the existing sanitary sewer mains ~~which are~~ located in Miltford Lane within Parkview Estates.

As illustrated on Figure 5 – Sanitary Sewer Plan, there is one (1) connection to the existing sanitary sewer mains for the entire development. This connection is located in the south east corner of the development by way of a PUL. All the wastewater generated from the entire development will be collected by an underground sanitary sewer system and routed to the existing sanitary sewer mains.

Based on the topography of the proposed development and the grade of the existing sanitary sewer mains, it is anticipated that all the developments sanitary sewer mains will be directed to the existing system by way of gravity with no lift station being required.

4.4.2.1 Policies

1. Sanitary sewer servicing shall be constructed to the Town of Carstairs standards.
2. The sanitary sewer system shall be constructed in accordance with the Sanitary Sewer Plan.



4.4.3 Stormwater Management and Policies

The Homestead Development will be serviced by an internal storm sewer system. The storm sewer system will consist of both a minor and major storm system. The intent of this system is to pick up any stormwater as part of the roadway drainage during a stormwater event.

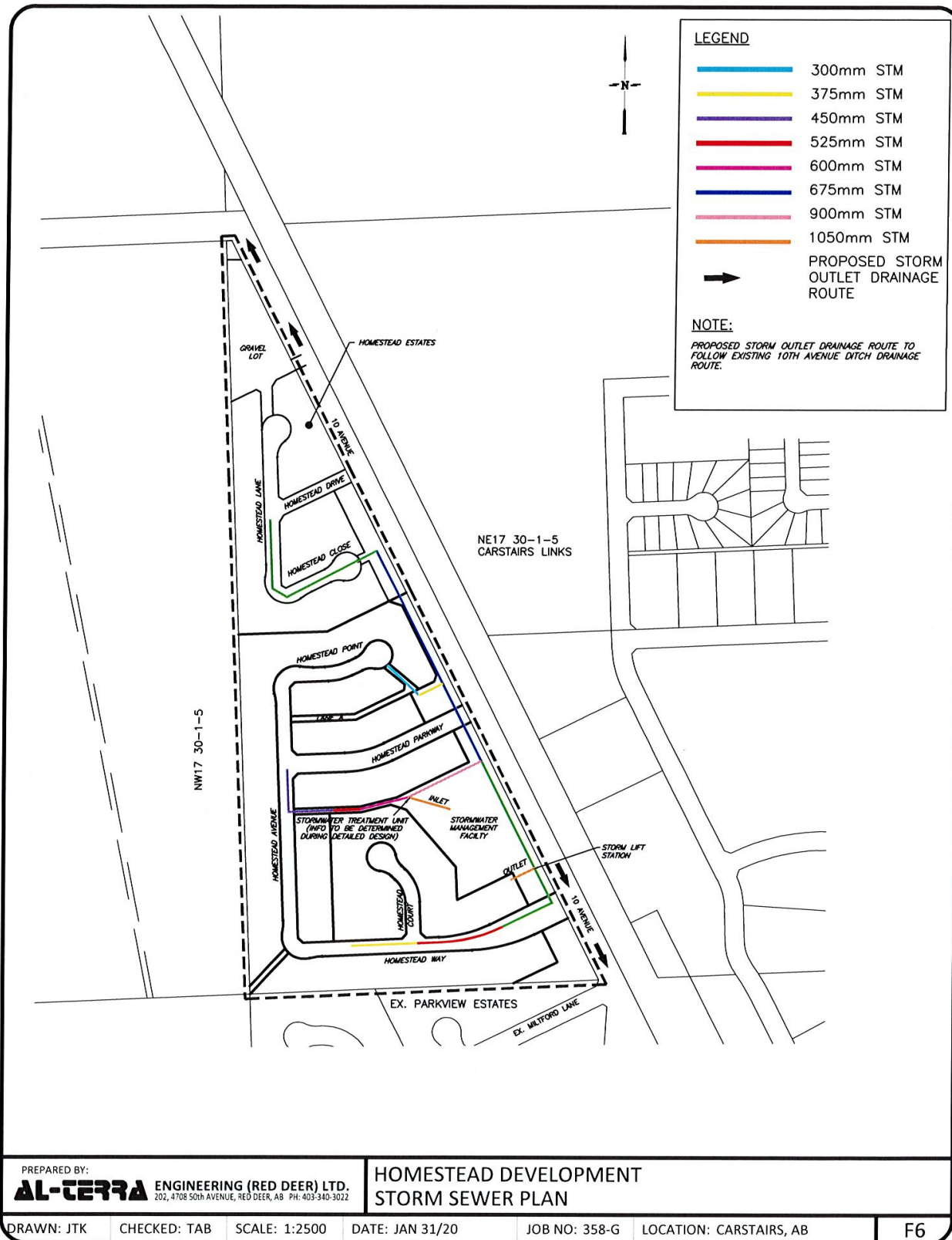
The natural drainage occurs from west to east and the minor and major storm drainage system will be constructed to follow the natural topography of the land. The minor storm system will consist of storm pipe infrastructure constructed below ground to convey stormwater during minor events. A major stormwater system consisting of overland drainage routes within the roadway and lanes, will be developed to control stormwater generated during major rainfall events.

All stormwater generated from both the minor and major storm systems will be routed through a stormwater management pond. The proposed stormwater management pond will be located in the south east corner of the development. This stormwater facility will detail stormwater runoff from the development during major events and will control the discharge to the existing 10th Avenue roadway ditch as there is no existing storm sewers in the vicinity to tie into.

The stormwater management pond will be constructed as a wet point that will aid in acting as a bio filter to remove sediment. The stormwater management facility will require a storm treatment unit in order to properly treat the stormwater. This unit will be installed upstream of the inlet to the wet pond. The stormwater system is shown on Figure 6 – Storm Sewer Plan.

4.4.3.1 Policies

1. Stormwater management shall be constructed to the Town of Carstairs standards.
2. The proposed stormwater pond will meet the Town of Carstairs standards with respect to pond maintenance and access.
3. The stormwater management facility will be designated as a Public Utility Lot.
4. Residents will be encouraged to utilize private rainwater collection for watering and irrigation of private property.
5. Private eave troughs should be directed toward permeable surfaces.
6. Municipal Reserve shall be dedicated adjacent to the stormwater management facility to enhance the pedestrian network.

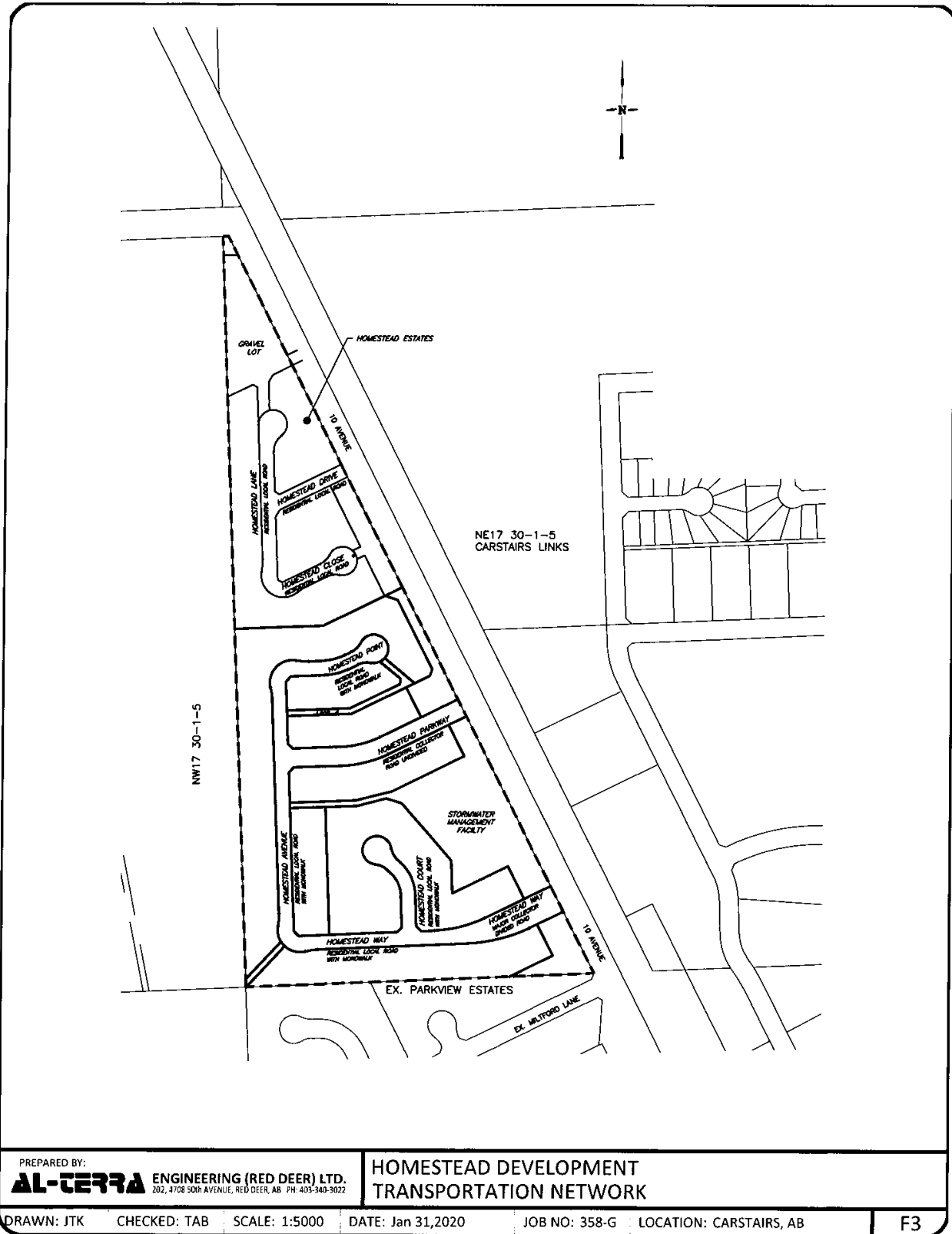


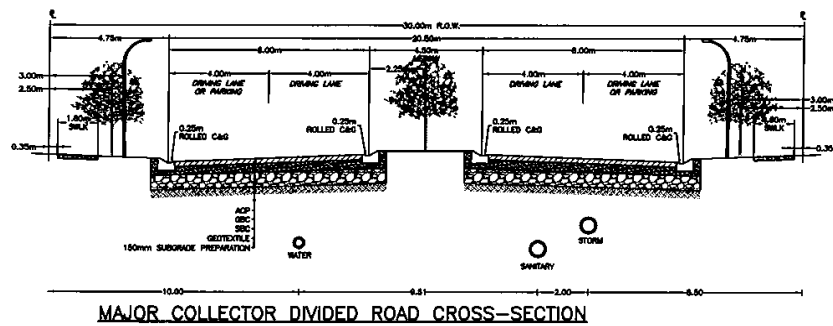
4.5 Transportation

The Homestead development will be accessed from existing 10th Avenue via three (3) access points. These three (3) access points will connect to two (2) distinct neighbourhood cells; each with their own internal road networks. Figure 7 – Transportation Network illustrates the intended road network and the various road standards that will be utilized are indicated on the subsequent figures.

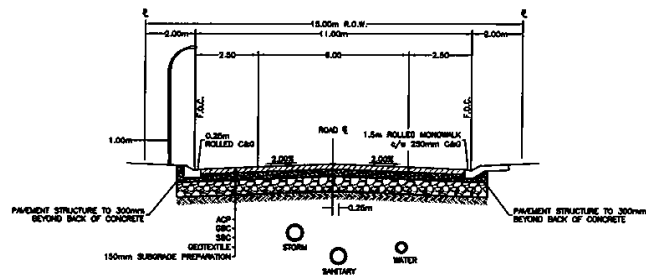
4.5.1 Policies

1. All roads will be constructed to the Town of Carstairs standards.
2. Sidewalks and pathways will be provided to connect the two (2) internal neighbourhood cells as well as the surrounding areas within the Town of Carstairs.
3. The road network and associated access points shall generally be constructed in accordance with the Transportation Network Figure.

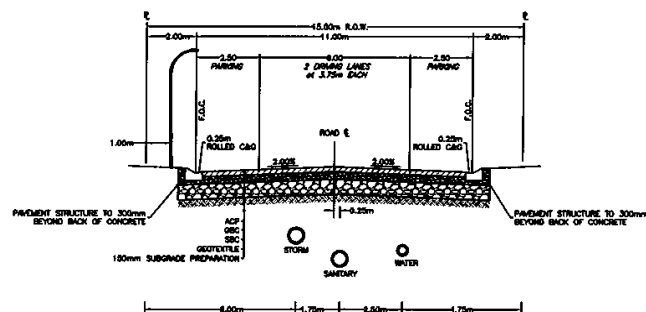




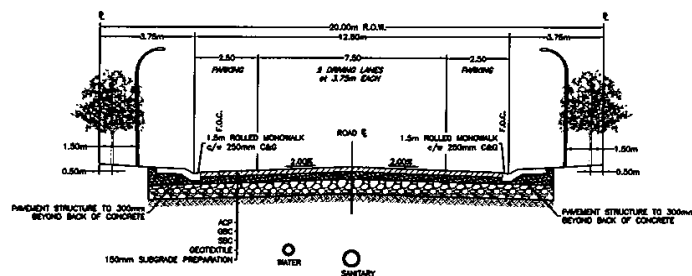
MAJOR COLLECTOR DIVIDED ROAD CROSS-SECTION



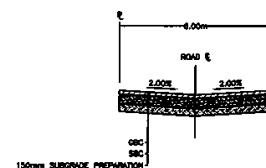
RESIDENTIAL LOCAL ROAD WITH EAST MONOWALK CROSS-SECTION



RESIDENTIAL LOCAL ROAD CROSS-SECTION



RESIDENTIAL COLLECTOR UNDIVIDED ROAD CROSS-SECTION



GRAVEL LANE CROSS-SECTION

PREPARED BY:

AL-TERRA ENGINEERING (RED DEER) LTD.
202, 4708 50th AVENUE, RED DEER, AB PH: 403-340-3022

HOMESTEAD DEVELOPMENT ROAD CROSS SECTIONS

DRAWN: JTK

CHECKED: TAB

SCALE: NTS

DATE: SEPT 20, 2019

JOB NO: 358-G

LOCATION: CARSTAIRS, AB

F7

4.6 Shallow Utilities

Shallow utility infrastructure will be installed during the construction phase of development. The shallow utility alignments will be established during the preparation of the Servicing Study prior to subdivision.

4.6.1 Policies

1. All shallow utilities shall be designed and installed in accordance with the standards of the pertinent service provider.

4.7 Emergency Services

The Homestead Development will utilize the Town of Carstairs emergency services departments. The Town of Carstairs Firehall, located on ~~Cowd~~ Gough Road is approximately 1.5 kilometers away. The street network in the proposed development has been designed to allow emergency access to all buildings. Local roads with only one access point will be wide enough to ensure emergency vehicles can access all properties quickly and efficiently.

4.7.1 Policies

1. The Transportation Network shall be designed to accommodate emergency vehicle access.

Part 5 Implementation

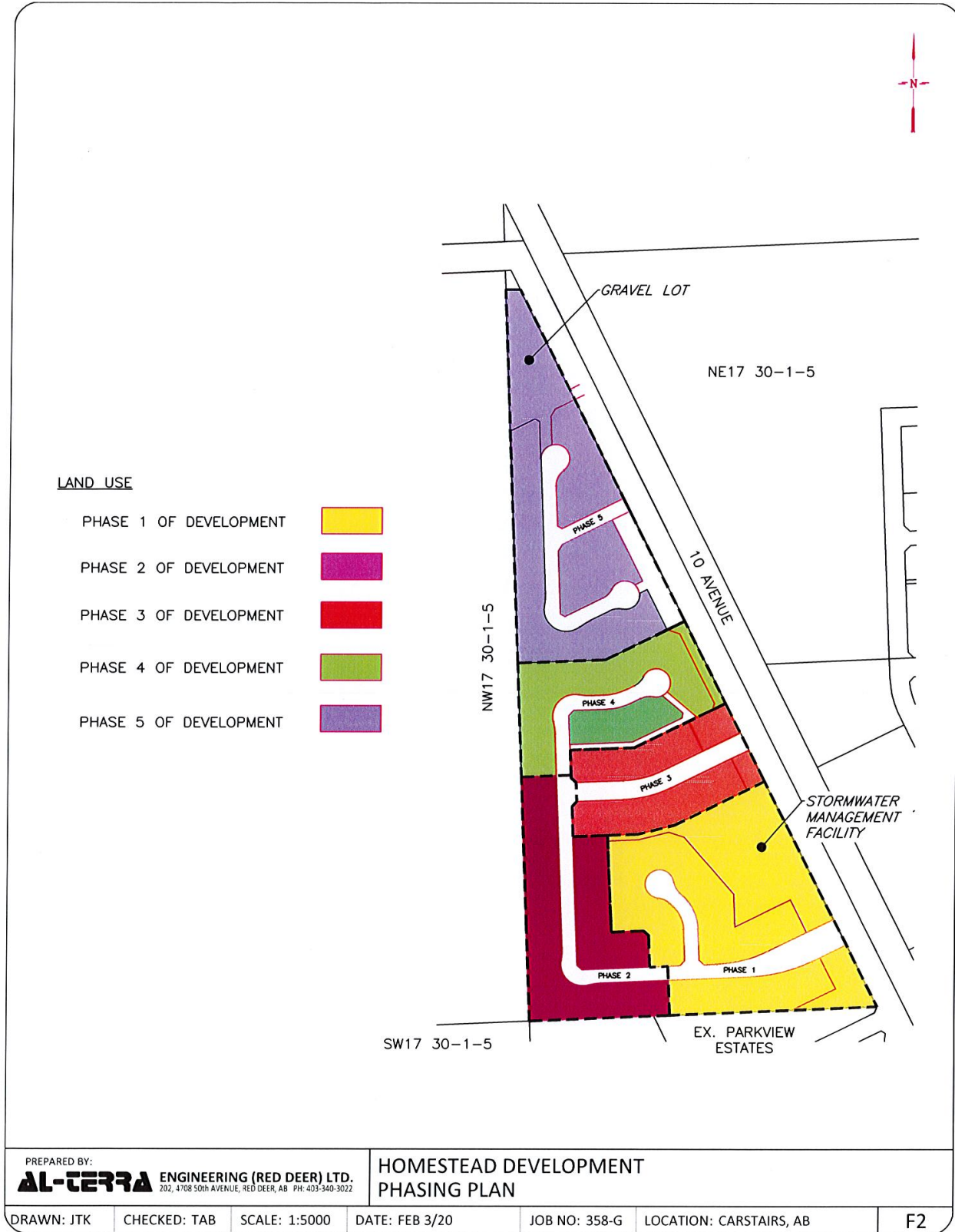
5.1 Phasing

The Homestead development will be developed in phases as generally shown on Figure 9 – Phasing Plan. The phasing boundaries shown are intended to be conceptual in nature and may vary slightly once development takes place. Development will commence in the south east area of the subject site where the sanitary sewer and water main connections are located. The phasing also allows for the various residential housing types and densities to be brought on gradually based upon market demand.

Build out of the neighbourhood will generally occur from south to north to ensure development is contiguous with existing development and servicing is provided in an efficient and effective manner. The stormwater management facility will be included in the initial stage of development along with the dedication of the adjacent Municipal Reserve (MR). Access during this phase of development will be via 10th Avenue at the southernmost access point to the site. The final phase of the development is intended to be the northernmost portion of the site which is planned for manufactured homes and the required common storage area.

5.1.1 Policies

1. The Homestead Area Structure Plan (ASP) shall generally be developed in accordance with the Phasing Plan.
2. At the time of subdivision, a minimum of ten (10) percent of the net developable area shall be dedicated as Municipal Reserve.
3. The stormwater management facility shall be constructed with the initial phase of development.
4. The Plan area shall be developed in accordance with the Town of Carstairs Land Use Bylaw.



PREPARED BY:

AL-TERRA ENGINEERING (RED DEER) LTD.

202, 4708 50TH AVENUE, RED DEER, AB PH: 403-340-3022

HOMESTEAD DEVELOPMENT PHASING PLAN

DRAWN: JTK

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SCALE: 1:5000

DATE: FEB 3/20

JOB NO: 358-G

LOCATION: CARSTAIRS, AB

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5.2 Conclusion

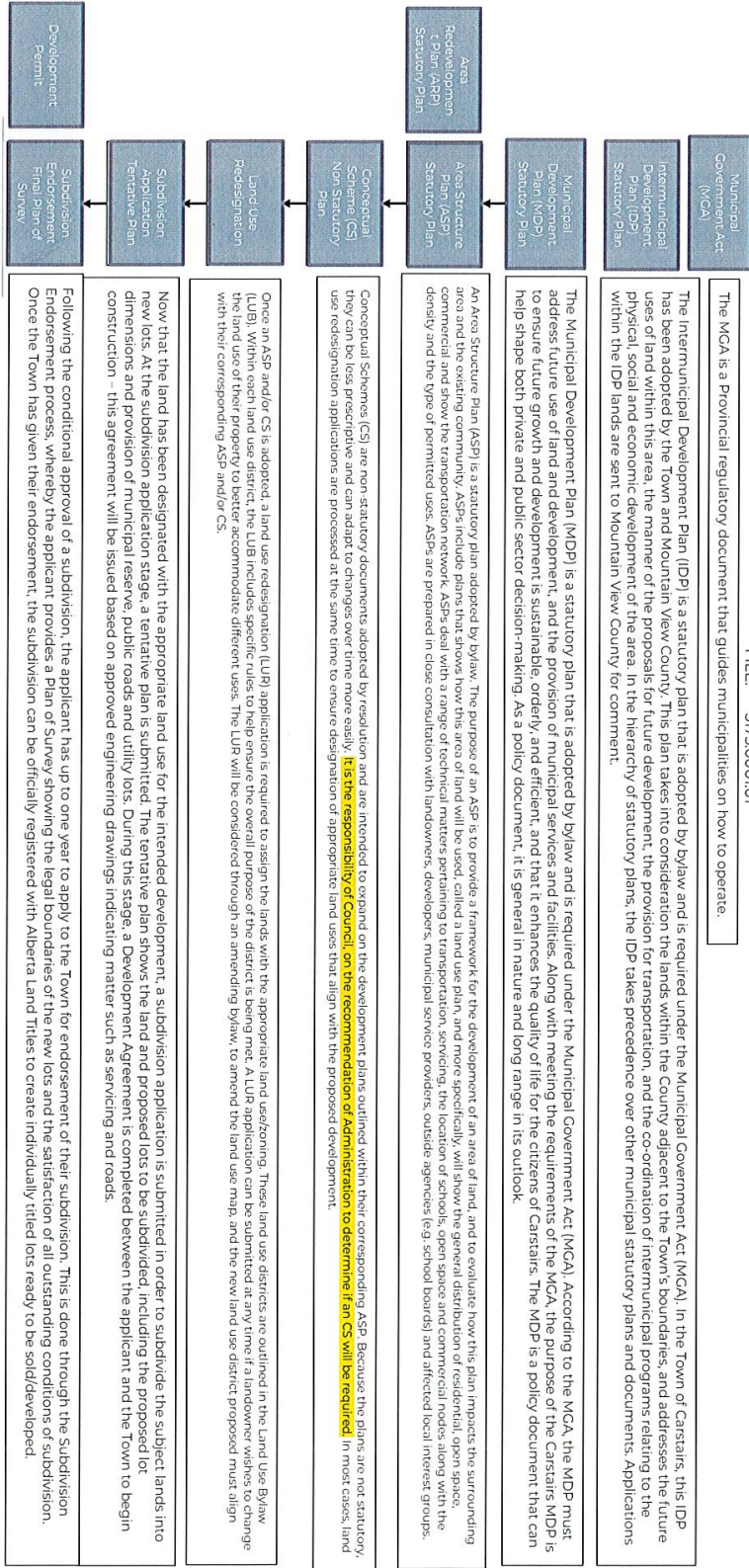
The Homestead ASP identifies the layout and sequence of development for the NE ¼ 17-30-1-W5M. Development will generally occur from south to north accompanied by the installation of all services to the standards established by the Town of Carstairs. The Homestead Servicing Study and supporting documents referenced throughout the ASP will be submitted under separate cover.

URBAN SYSTEMS CARSTAIRS DEVELOPMENT PROCESS - DRAFT

SUBJECT: Example of Development Process Content

DATE: November 12, 2020

FILE: 3175.0001.01



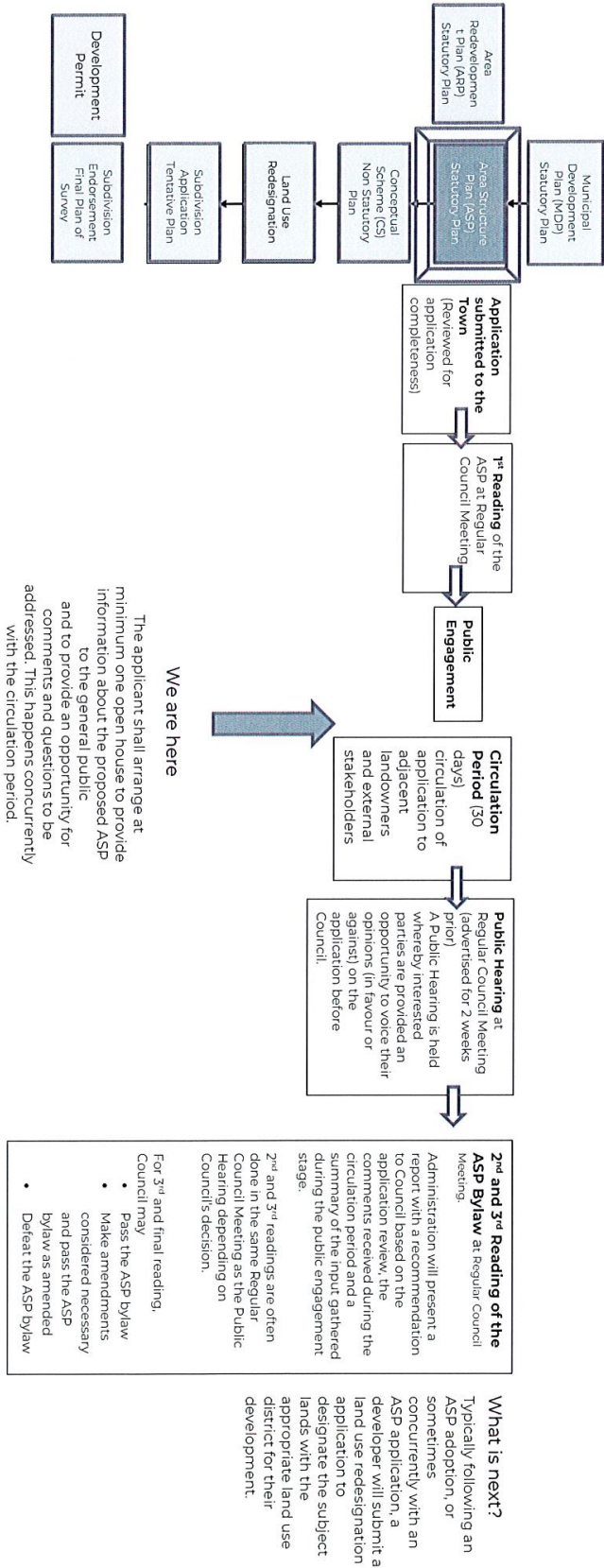
(We can add this to the one page graphic of the planning & development hierarchy on page 1)

What does Statutory mean?	What does non Statutory mean?
Adopted by bylaw, by Council, and therefore once adopted, it becomes law. This means there is a legal obligation to adhere to this plan.	Adopted by resolution, by Council, and is a guiding document, often to help encourage a certain vision/direction for development in a given area.

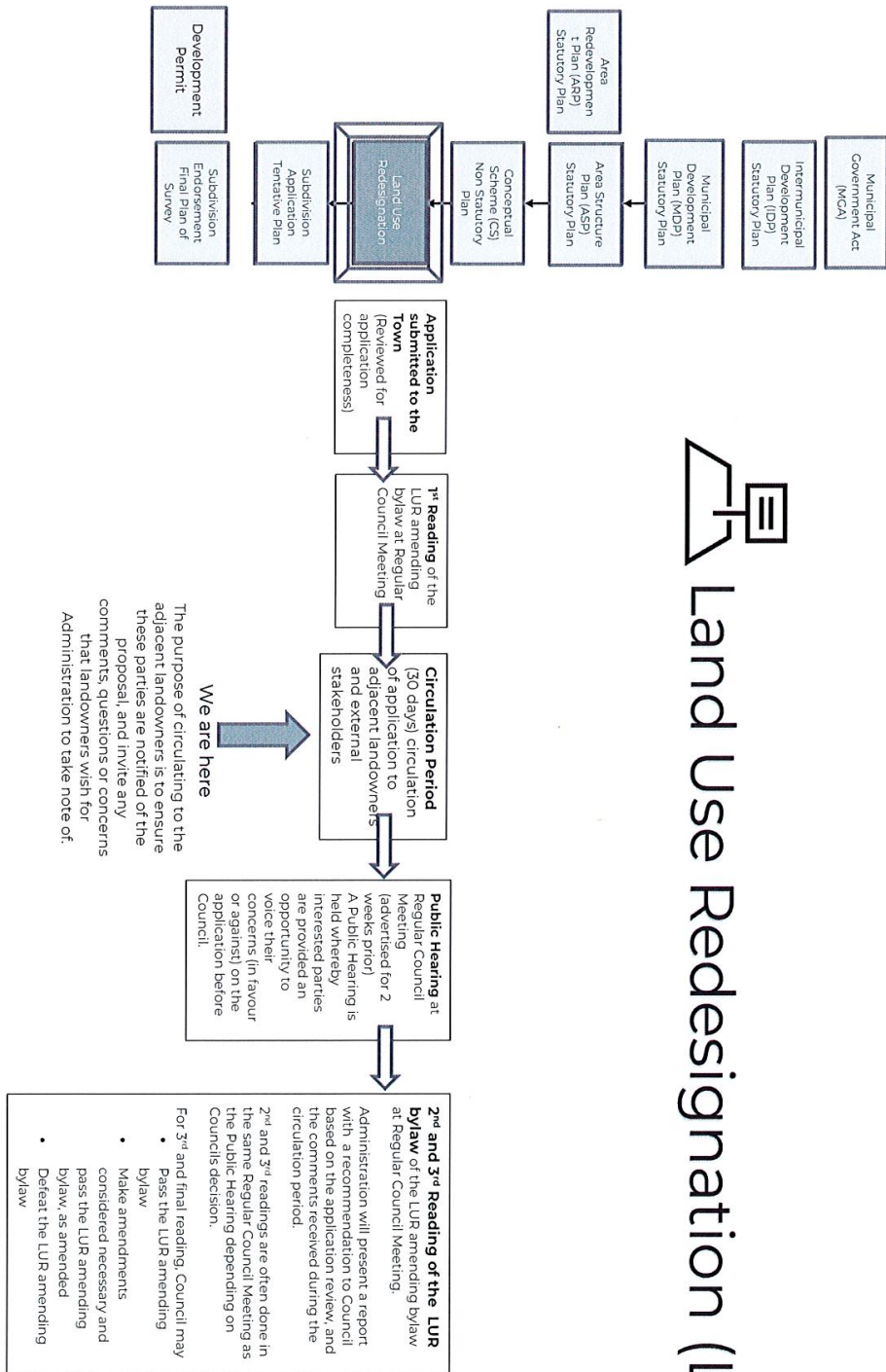
What does it mean to be adopted by bylaw?	What does it mean to be adopted by resolution?
<p>A bylaw must receive three readings to be adopted, the bylaw will be adopted as a result of third reading.</p> <p>This process allows Council to provide input on the proposal (bylaw) and make necessary changes before it is adopted. This includes a Public Hearing to provide the opportunity for any interested parties to voice their opinions (in favour or against) of the bylaw.</p> <p>First reading: is typically an introduction to the Bylaw</p> <p>Public Hearing (always before second reading)</p> <p>Second reading: the bylaw is discussed</p> <p>Third reading: a final discussion including any changes along the way.</p> <p>Council may choose to pass all three readings; however, if a bylaw is complex or more research is needed, the readings may be done at separate meetings. Each reading is passed by a motion of Council.</p>	<p>Resolution is a formal expression of opinion, will or intent. The substance of the resolution can be anything that can normally be proposed as a motion voted on by Council.</p> <p>For example:</p> <p>MOTION: to adopt the Conceptual Scheme as presented.</p>



Area Structure Plan (ASP)



Land Use Redesignation (LUR)

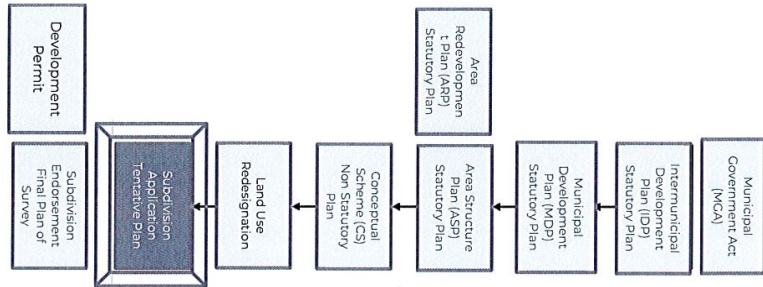


What is next?

Typically following a land use redesignation, or sometimes concurrently with a land use redesignation application, a developer will submit a subdivision application to then subdivide the land into a number of lots ready to be sold/developed



Subdivision (SUBD)



Application submitted to the Town
(Reviewed for application completeness)

Circulation Period
(30 days) circulation of application to adjacent landowners and external stakeholders.

We are here

The purpose of circulating the application with the tentative plan to the adjacent landowners is to ensure these parties are notified of the proposal, and invite any comments, questions or concerns that landowners wish for Administration to take note of.

Presentation to Council for information purposes
The subdivision authority will present their review of the application, including the comments received during the circulation period and their decision to conditionally approve or refuse the application to Council. The presentation is generally accepted by Council for information purposes.

Please note: Council is not currently the Subdivision Authority and has, in the past, delegated this authority.

The Subdivision Authority issues a decision
conditional approval or refusal.

Please note: The applicant may appeal the subdivision authority's decision to the Subdivision Development and Appeal Board (SDAB) within 21 days of the decision being issued.

What is next?

Following the conditional approval of a subdivision, the applicant has up to one year to apply to the Town for endorsement of their subdivision. This is done through the Subdivision Endorsement process, whereby the applicant provides a Plan of Survey showing the legal boundaries of the new lots and satisfaction of all conditions of subdivision. Once the Town has given their support of the application, the subdivision can be sent to Alberta Land Titles to be officially registered and then individual lots can be sold/developed.



MEMORANDUM

Date: April 12, 2021
To: Town of Carstairs Council
From: Becky Soby, Urban Systems Ltd.
File: SUBD 2021-04
Subject: Mandalay Estates Phase 5A: Subdivision Application Review

Urban Systems Ltd. (USL) has received and reviewed this application to subdivide lands within SW $\frac{1}{4}$ Sec. 16-30-1-W5M in Carstairs, Alberta.

BACKGROUND

The subject site comprises 2.65 hectares (6.5 acres) and is located in the Mandalay Estates neighbourhood. The Mandalay Estates Area Structure Plan (ASP) was approved for this neighbourhood in June 2019.

The site is currently designated Medium Density Residential – Attached Dwelling District (R3) and Low Density Residential – Single Detached Dwelling District (R1).

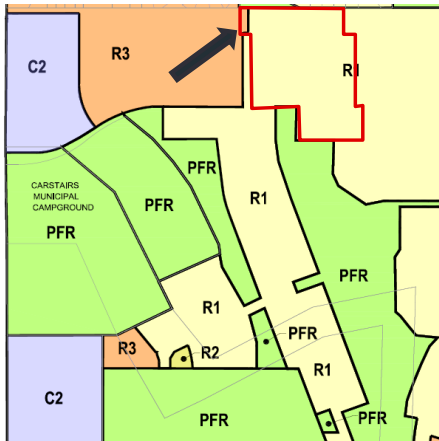


Figure 1: Current Land Use

PLANNING ANALYSIS

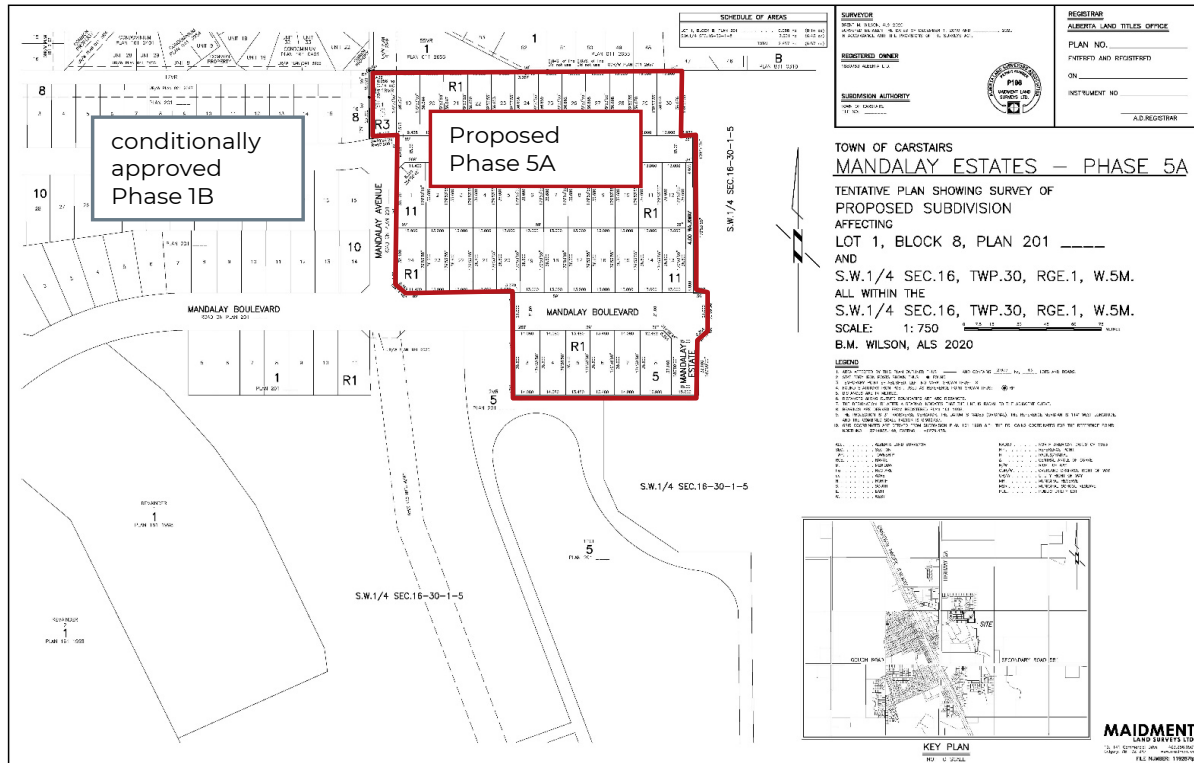
The application proposes to subdivide the subject site to create 43 new lots;

- One(1) Medium Density Residential – Attached Dwelling District (R3) lot that will be dedicated as Municipal Reserve
- Forty two (42) R1 lots (Low Density Residential – Single Detached Dwelling District)

MEMORANDUM

Date: April 12, 2021
File: SUBD 2021-04
Subject: Mandalay Estates Phase 5A Subdivision Application Review
Page: 2 of 5

URBAN SYSTEMS



Town of Carstairs Land Use Bylaw (LUB):

The applicant meets the applicable criteria of the Town of Carstairs Land Use Bylaw (LUB). The R1 lots proposed meet the minimum lot width and minimum parcel area as outlined in the R1 district. The proposed lot that will be dedicated as Municipal Reserve (MR) will currently be designated as R3. This land use is not an appropriate land use for an MR parcel. **Please note, the land use for this parcel shall be redesignated to Public Facility Recreation District (PFR).**

CIRCULATION

The application was circulated to the appropriate agencies on February 10, 2021. Eight (8) external agencies responded. None offered any objections. No landowner responses were received.

All responses from these agencies are attached, and it is the responsibility of the applicant to review and meet all requirements or conditions from agencies prior to endorsement.

MEMORANDUM

Date: April 12, 2021
File: SUBD 2021-04
Subject: Mandalay Estates Phase 5A Subdivision Application Review
Page: 3 of 5



Please note, Alberta Transportation approval for this subdivision is subject to the conditions listed below:

- The applicant is to obtain a Roadside Development Permit from Alberta Transportation for the intersection upgrade.
- The Hwy 2A and Centre Street intersection is to be constructed as per the Mandalay Estates Traffic Impact Assessment (TIA) without signalization for this phase.
- The direct Highway 2A access into the campground is to be closed and access to the campground provided via the subdivision internal road network.
- The campground access and Highway 2A and Centre Street intersection is to be constructed to the satisfaction of the Town of Carstairs and Alberta Transportation prior to final subdivision endorsement and registration at land titles.

ENGINEERING ANALYSIS

1. Rear lot drainage of all lots within Block 11 shall be managed to the satisfaction of the Town.
1. A subdivision stormwater management report is to be submitted to the satisfaction of the Town. This is captured in the proposed conditions of subdivision below, condition #7.
 - Show how the rear drainage will be managed for those lots backing on Lot 55MR and the existing north residential development. Indicate how the grades on Lot 55MR ties-in to the rear lot grades as well as on Lot 19 MR where the proposed emergency overland escape route is located.
2. A deep fills report is required where compacted fill is more than 2m above the natural ground. Please review such requirement for Lots 36-41; Block 5.

CONDITIONS OF SUBDIVISION

1. Prior to plan endorsement, it is the responsibility of the Applicant that the submission of a Plan of Survey, including CAD file, the Owner's Consent to Register, and the Surveyor's Affidavit are received by the Town of Carstairs.
2. Prior to plan endorsement all outstanding property taxes current from the date of the application to be paid to the Town of Carstairs, pursuant to Section 654 (1) of the Municipal Government Act.
3. Prior to plan endorsement, all access rights-of-way, easements, overland drainage rights-of-way and agreements to be registered shall be provided to the satisfaction of the Town of Carstairs.
4. Prior to plan endorsement, all utility rights-of-way, easements, and agreements to be registered, and all requirements of the utility companies shall be provided and/or completed to the satisfaction of the Utility Companies and the Town of Carstairs.

MEMORANDUM

Date: April 12, 2021
File: SUBD 2021-04
Subject: Mandalay Estates Phase 5A Subdivision Application Review
Page: 4 of 5



5. Prior to plan endorsement, the landowner shall enter into a Subdivision Servicing Agreement/Development Agreement pursuant to Section 655 of the Municipal Government Act to address, among other things:
 - a. all requirements as per the Town of Carstairs engineering requirements for subdivision development;
 - b. construction of all services in accordance with the approved drawings to the satisfaction of the Town of Carstairs and utility companies;
 - c. payment of offsite levies in accordance with the Town of Carstairs Offsite Levy Bylaw 2010- 03, as amended from time to time.
 - d. an irrevocable, unconditional, and automatically renewable, letter of credit. This shall be with regards to but not limited to reserves, roads, utilities, landscaping, and lighting;
 - e. provision of proof of Liability Insurance to the satisfaction of the Town of Carstairs; and
 - f. any offsite improvements or construction needed, as identified in any studies, plans, or assessment in order to accommodate the proposed subdivision including who will be responsible for the cost of any offsite improvements.
6. Prior to entering into a Subdivision Servicing Agreement/Development Agreement, engineering plans shall be submitted to the Town and shall be approved based on the current requirements of the Town's engineering standards.
7. Prior to entering into a Subdivision Servicing Agreement/Development Agreement, a Stormwater Management Plan must be submitted to the Town of Carstairs and shall be approved based on the current requirements of the Town.
8. Prior to plan endorsement, Deferred Reserve Caveat (DRC) to be registered on the remainder of the SW ¼ Sec 16, Twp 30, Rge 1, W5M for 0.521 ha (1.287 ac) and the previous DRC to be discharged.
9. Obtaining all applicable Provincial and Federal Approvals shall be the responsibility of the Developer.
10. Prior to construction, it is the responsibility of the Applicant to obtain a Roadside Development Permit from Alberta Transportation for the intersection upgrade.
11. Prior to plan endorsement, the campground access and Highway 2A and Centre Street intersection is to be constructed to the satisfaction of the Town of Carstairs and Alberta Transportation.
12. The Hwy 2A and Centre Street intersection is to be constructed as per the Mandalay Estates Traffic Impact Assessment (TIA) without signalization for this phase.

Advisory comments:

1. All applicable regulations of Land Use Bylaw No. 1044 shall be complied with.

MEMORANDUM

Date: April 12, 2021
File: SUBD 2021-04
Subject: Mandalay Estates Phase 5A Subdivision Application Review
Page: 5 of 5



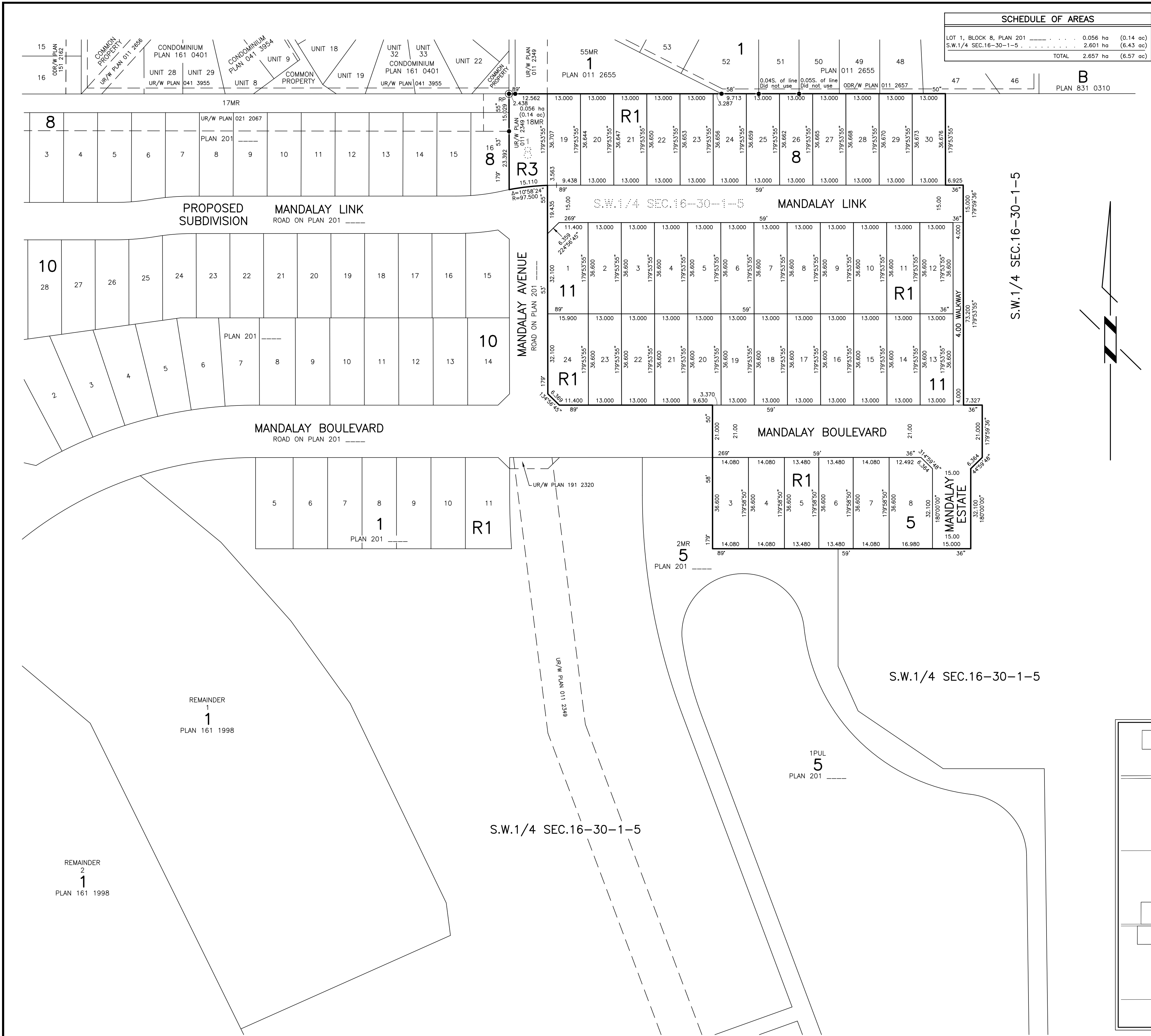
2. Alberta Transportation: The direct Highway 2A access into the campground is to be closed and access to the campground provided via the subdivision internal road network

Sincerely,

URBAN SYSTEMS LTD.

A handwritten signature in black ink that reads "Becky Soby".

Becky Soby
Planner

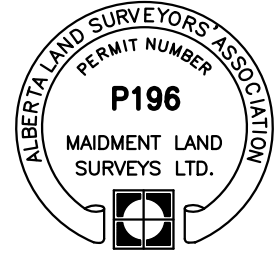


SCHEDULE OF AREAS			
LOT 1, BLOCK 8, PLAN 201	0.056 ha	(0.14 ac)	
S.W.1/4 SEC.16-30-1-5	2.601 ha	(6.43 ac)	
TOTAL	2.657 ha	(6.57 ac)	

SURVEYOR
BRENT M. WILSON, ALS 2020
SURVEYED BETWEEN THE DATES OF DECEMBER 1, 2010 AND _____ 2020
IN ACCORDANCE WITH THE PROVISIONS OF THE SURVEYS ACT.

REGISTERED OWNER
1880763 ALBERTA LTD.

SUBDIVISION AUTHORITY
TOWN OF CARSTAIRS
FILE NO: _____



REGISTRAR
ALBERTA LAND TITLES OFFICE

PLAN NO. _____
ENTERED AND REGISTERED
ON _____
INSTRUMENT NO. _____
A.D. REGISTRAR

TOWN OF CARSTAIRS MANDALAY ESTATES – PHASE 5A

TENTATIVE PLAN SHOWING SURVEY OF
PROPOSED SUBDIVISION
AFFECTING

LOT 1, BLOCK 8, PLAN 201 _____

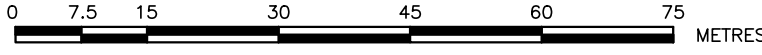
AND

S.W.1/4 SEC.16, TWP.30, RGE.1, W.5M.

ALL WITHIN THE

S.W.1/4 SEC.16, TWP.30, RGE.1, W.5M.

SCALE: 1: 750

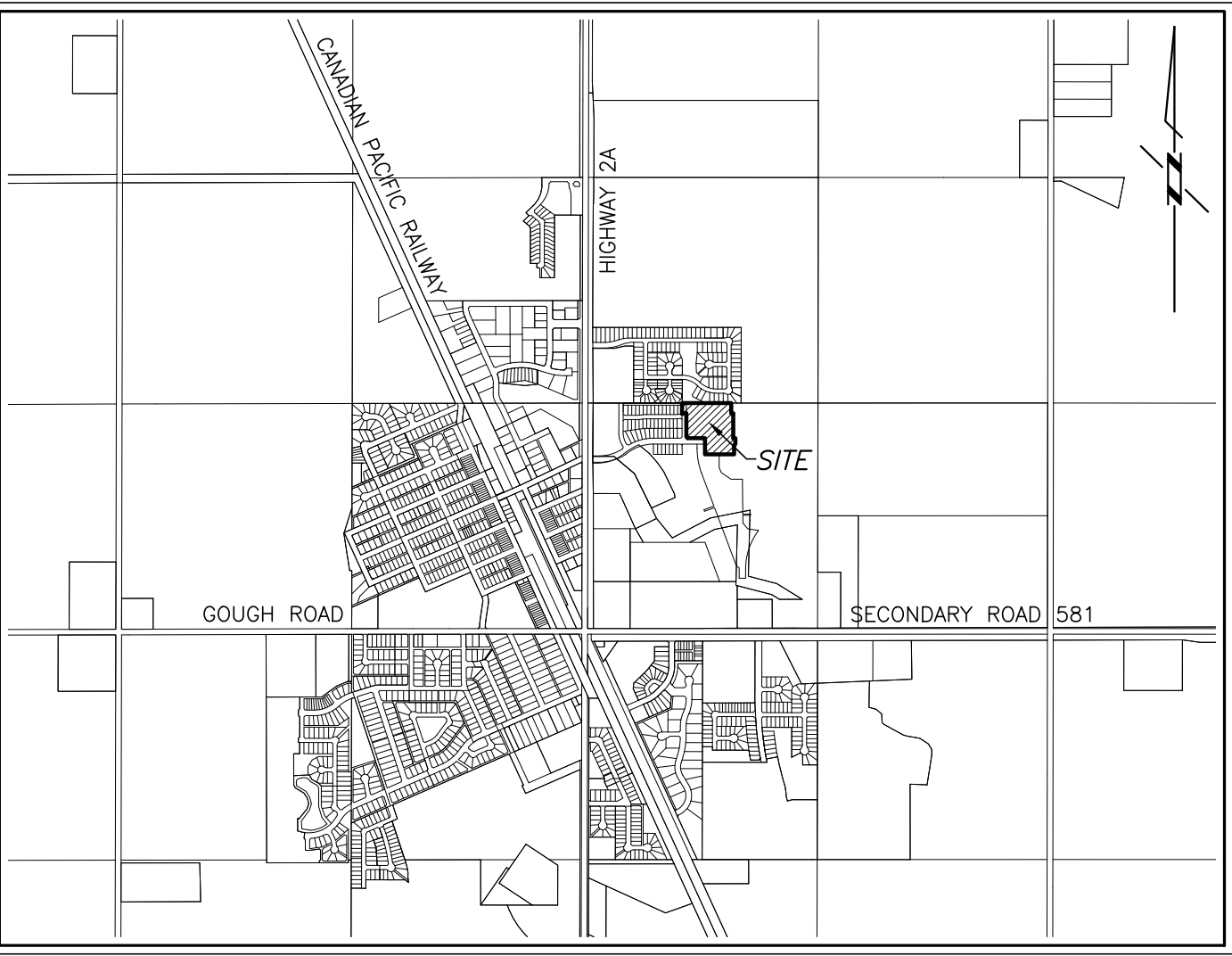


B.M. WILSON, ALS 2020

- LEGEND**
1. AREA AFFECTED BY THIS PLAN OUTLINED THUS: _____ AND CONTAINS 2.657 ha, 43 LOTS AND ROADS.
 2. STATUTORY IRON POSTS SHOWN THUS: ● FOUND
 3. TEMPORARY POINT ESTABLISHED, LEFT NO MARK, SHOWN THUS: x
 4. FOUND STATUTORY IRON POST, USED AS REFERENCE POINT SHOWN THUS: ● RP
 5. DISTANCES ARE IN METRES.
 6. DISTANCES ALONG CURVED BOUNDARIES ARE ARC DISTANCES.
 7. THE DESIGNATION "R" AFTER A BEARING INDICATES THAT THE LINE IS RADIAL TO THE ADJACENT CURVE.
 8. BEARINGS ARE DERIVED FROM REGISTERED PLAN 161 1998.
 9. THE PROJECTION IS 3° TRANSVERSE MERCATOR, THE DATUM IS NAD83 (ORIGINAL), THE REFERENCE MERIDIAN IS 114° WEST LONGITUDE, AND THE COMBINED SCALE FACTOR IS 0.999737.
 10. GRID COORDINATES ARE DERIVED FROM SUBDIVISION PLAN 161 1998 WITH THE FOLLOWING COORDINATES FOR THE REFERENCE POINT:
NORTHING = 5714558.145, EASTING = -6279.435.

ALS ALBERTA LAND SURVEYOR
SEC. SECTION
TWP. TOWNSHIP
RGE. RANGE
M. MERIDIAN
ha HECTARE
ac ACRE
N. NORTH
S. SOUTH
E EAST
W. WEST

NAD83 NORTH AMERICAN DATUM OF 1983
RP REFERENCE POINT
R. RADIUS/RADIAL
Δ CENTRAL ANGLE OF CURVE
R/W RIGHT OF WAY
ODR/W OVERLAND DRAINAGE RIGHT OF WAY
UR/W UTILITY RIGHT OF WAY
MR MUNICIPAL RESERVE
MSR MUNICIPAL SCHOOL RESERVE
PUL PUBLIC UTILITY LOT



KEY PLAN
NOT TO SCALE

MAIDMENT
LAND SURVEYS LTD.
10, 141 Commercial Drive 403.286.0501
Calgary, AB T3Z 2A7 www.maidment.ca
FILE NUMBER: 1192874p



Delivery Services, Transportation
 Central Region, Red Deer District
 4920 - 51 Street
 Red Deer, Alberta T4N 6K8

AT Reference No.: RSDP034579

AT File Number: Carstairs:SW-16-30-1-5:Sub

Municipality File Number: Mandalay Estates Phase 5A Subdivision - File # SUBD2021-04

March 19, 2021

Urban Systems Ltd.
 134 11 Ave SE #101
 Calgary, AB T2G 0X5
 Email: bsoby@urbansystems.ca

Attention Urban Systems Ltd.

Subject: Referral for the items identified below within Carstairs ("Municipality")

Reference / File Number	Description	Location
RSDP034579-1	Mandalay Estates Phase 5A Subdivision - File # SUBD2021-04	Highway 2a SW-16-30-1-5

This will acknowledge receipt of your circulation regarding the above noted proposal to create 42 R1 Residential Lots, one R3 lot and a municipal reserve lot, which must meet the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 2a. The department is currently protecting Highway 2a to a Major Two-Lane (Urban Arterial Undivided – UAU) standard at this location.

The above noted subdivision proposal does not meet Section 14 or 15 of the Regulation Even though Phase 1a and Phase 1b subdivisions have been approved, the physical access into Mandalay Estates have not been built yet. Pursuant to Policy 7 of the Provincial Land Use Policies and Section 648(2)(c.2) of the Municipal Government Act, consideration should be made by municipalities to mitigate the impacts from this proposal to the highway system. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and 15 if they choose to do so. Department approval is subject to the conditions listed below:

- The applicant is to obtain a Roadside Development Permit from Alberta Transportation for the intersection upgrade.
- The Hwy 2a and Centre Street intersection is to be constructed as per the Mandalay Estates Traffic Impact Assessment (TIA) without signalization for this phase.
- The direct Highway 2a access into the campground is to be closed and access to the campground provided via the subdivision internal road network.
- The campground access and Highway 2a and Centre Street intersection is to be constructed to the satisfaction of the Town of Carstairs and Alberta Transportation prior to final subdivision endorsement and registration at land titles.

Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Municipal Government Board.

If you have any questions please contact the undersigned Development and Planning Technologist. Thank you for the referral and opportunity to comment.

Signed:

A handwritten signature in black ink, appearing to be 'Sandy Choi', enclosed within a light gray rectangular box.

Sandy Choi
Dev and Planning Tech
sandy.choi@gov.ab.ca
(403) 340 7179

From: [Circulations_HP](#)
To: [Becky Soby](#)
Subject: 21-0606 Response - Town of Carstairs: SUBD 2021-04
Date: March 1, 2021 8:49:56 AM
Attachments: [image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[2021-02-10 Mandalay Estates Phase 5A SUBD Circulation Package.pdf](#)

■ CAUTION: External Email. ■

Good Morning,

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Maira Wright

Sr. Land Administrative Coordinator | Operations Engineering | Gas Transmission
ATCO Pipelines & Liquids Global Business Unit

A: 7210 42 Street, Edmonton, AB T6B 3H1

E: Maira.wright@atco.com

[ATCO.com](#) [Facebook](#) [Twitter](#) [LinkedIn](#)



From: Becky Soby <BSoby@urbansystems.ca>
Sent: Wednesday, February 10, 2021 2:43 PM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Carl McDonnell <carlm@carstairs.ca>; Rob McKay <robm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Erin Eyre <eeyre@urbansystems.ca>; Meredith Bryan <MBryan@urbansystems.ca>
Subject: Town of Carstairs: SUBD 2021-04

****Caution – This email is from an external source. If you are concerned about this message, please forward it to**

Becky Soby

From: CirculationsGrowthandImprovement <CirculationsGrowthandImprovement@atco.com>
Sent: March 12, 2021 3:46 PM
To: Becky Soby
Subject: Response to: Town of Carstairs: SUBD 2021-04

CAUTION: External Email.

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

Right-of-ways will be required for the gas mains within property, and should be 2.4 metres wide if provided for the sole use of ATCO, and 3.5 metres if shared with other shallow utilities Please note, all costs associated with obtaining the right-of-way will be borne by the developer/owner.

The utility right-of-way requirements within the subdivision may change depending upon actual gas main layout, direction of development and boundary locations of the different construction phases. Final rights-of-way requirements must be satisfied at the time of gas main design.

All right-of-ways are to be registered as general utility rights-of-way granted to Carstairs, and are to be registered simultaneously with the legal plan of the subdivision.

A gas main extension will be required to service the proposed development. Natural gas service may be obtained by making formal application with our office in Calgary at 403-245-7888

Before ATCO can process a work order for gas main installation in the area, we must be in receipt of the following:

1. Legal plan.
2. Utility right-of-way plan.
3. Complete set of approved engineering drawings, including profiles, coordinate plan, building grades (if applicable) and the location of all other utilities
4. Construction schedule.
5. A digital file of the computer base plan in the "DWG" or "DGN" format (Autocad 2010) in modelspace.

We require at least nine (9) months to complete the distribution system design, and to process a work order for our Construction Department to schedule. Prior to the installation of gas mains, the area must be within 150 mm (6") of final grade, all obstructions must be removed from the gas main alignment, and the installation of all other underground utilities must be completed.

The developer must ensure that driveways are not constructed prior to the installation of gas mains in the subdivision. If driveways are pre-installed, a sleeve must be provided at the proper depth and alignment for our use. Otherwise, the cost of coring under the driveway or cutting out and replacing the driveway will be invoiced to the developer at the prevailing rates. The locations of sleeves will be confirmed during the design of the gas mains.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

ATCO has planned work in the area. Contact kyle.li@atco.com at your earliest convenience for more information. Ref: 1045832

There are existing ATCO facilities in the area. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution at 403-245-7888 with a minimum of one (1) year notice to enable an adequate and timely response. Note all alteration costs will be borne by the developer / owner. "If working around existing gas main, please contact our Edmonton Land Group at email address Crossings@atcogas.com to obtain a crossing/proximity agreement.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-gas/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

ATCO requires that a suitable alignment be provided within the boulevards of all arterial and major roads for the ATCO Gas Distribution feeder mains.

This development may benefit from ATCO's Construction Energy Services. Contact naturalgassales@atco.com or visit our [Construction Energy Webpage](#) for more Information.

Contact Alberta One Call where there's any excavation with gas lines in the area

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Alberta One-Call at 1-800-242-3447 or albertaonecall.com. Please contact Alberta One-Call Corporation prior to any surface construction.

- (1) Contact Alberta One Call (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the "Working Around Natural Gas" Safety Handbook found on our website at: <https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

If you have any **questions or concerns regarding this reply**, please contact me "Kyle.Li@atco.com"

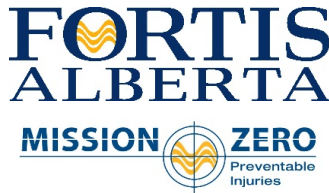
Sincerely,

Christine Riddell
Administrative Coordinator
ATCO Gas Distribution

From: Becky Soby <BSoby@urbansystems.ca>
Sent: Wednesday, February 10, 2021 2:43 PM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Carl McDonnell <carlm@carstairs.ca>; Rob McKay <robm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Erin Eyre <eeyre@urbansystems.ca>; Meredith Bryan <MBryan@urbansystems.ca>
Subject: Town of Carstairs: SUBD 2021-04

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

	TOWN OF CARSTAIRS
DATE:	February 10, 2021
DUE DATE:	March 12, 2021
FILE NO:	SUBD 2021-04
SUBJECT:	MANDALAY ESTATES PHASE 5A SUBDIVISION APPLICATION



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

March 4, 2021

Urban Systems Ltd.
#101, 134 - 11 Ave SE
Calgary, Alberta
T2G 0X5

Attention: Becky Soby

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320094551

MD File No.: SUBD 2021-04

Location/Legal Description: SW 16-30-1-W5M

Customer Name: 1880763 Alberta Ltd.

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tracy Davidson', is positioned above the printed name.

Tracy Davidson

RE: 320094551



March 8, 2021

Sent via email: bsoby@urbansystems.ca

Urban Systems Ltd.
Suite 101, 134 – 11 Avenue SE
Calgary, AB
T2G 0K5

Attn: Becky Soby

Dear Ms. Soby:

Re: Redesignation Application Mandalay Estates Phase 5A SUBD 2021-04

Thank you for your email dated February 10, 2021 with respect to the above noted Application. The letter and material were circulated to the Planning and Development Services Department as well as the Operational Services Department.

There were no comments on this circulation from the Planning and Development Services Department nor the Operational Services Department. Thank you for your consideration to include us in your referral agencies.

Sincerely,

Lee-Ann Gaudette, Administrative Assistant
Planning and Development Services
/lg

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

From: [Project Manager - Southern Alberta](#)
To: [Becky Soby](#)
Subject: RE: Town of Carstairs: SUBD 2021-04
Date: February 12, 2021 12:04:45 PM
Attachments: [image020.png](#)
[image021.png](#)
[image022.png](#)
[image023.png](#)
[image024.png](#)
[image025.png](#)
[image026.png](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

CAUTION: External Email.

Please be advised Shaw Cablesystems does not have any objections to the proposed application.

Thank you,

Shaw Calgary Planning

Shaw Communications Inc. 2400 32 Ave NE, Calgary, AB

E: projectmanagersouthernalberta@sjrb.ca



*This message is confidential and may contain privileged information. We ask that you not use or disclose this message other than with our consent.
If you are not an intended recipient, please immediately notify us and delete this message. Thank-you.*

From: Becky Soby <BSoby@urbansystems.ca>
Sent: Wednesday, February 10, 2021 2:43 PM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Carl McDonnell <carlm@carstairs.ca>; Rob McKay <robm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Erin Eyre <eevre@urbansystems.ca>; Meredith Bryan <MBryan@urbansystems.ca>
Subject: Town of Carstairs: SUBD 2021-04

CAUTION: This email is from an external source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

	TOWN OF CARSTAIRS
DATE:	February 10, 2021
DUE DATE:	March 12, 2021
FILE NO:	SUBD 2021-04
	MANDALAY ESTATES PHASE 5A SUBDIVISION

From: [Chris Rvachew](#) on behalf of [circulations](#)
To: [Becky Soby](#)
Subject: RE: Town of Carstairs: SUBD 2021-04
Date: February 18, 2021 9:10:00 AM
Attachments: [image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)

■ CAUTION: External Email. ■

Good Morning,

TELUS Communications Inc. has no objections to the mentioned circulation.

Thanks,

Chris Rvachew | Real Estate Specialist
Customer Network Implementation | TELUS | Rights of Way
2930 Centre Avenue NE, Calgary, AB T2A 4Y2
Phone: (403) 384-3066 | circulations@telus.com

Please do NOT e-mail me directly. To avoid delays in processing, send all e-mails to circulations@telus.com.

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TELUS Restricted – Privileged & Confidential
Not to be forwarded or copied without express consent of the originator.

From: Becky Soby [mailto:BSoby@urbansystems.ca]
Sent: February 10, 2021 02:43 PM
To: Becky Soby <BSoby@urbansystems.ca>

From: [NEVERS, Malcolm](#)
To: [Becky Soby](#)
Subject: RE: Town of Carstairs: SUBD 2021-04
Date: February 16, 2021 11:27:02 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

CAUTION: External Email.

Hello Becky,

In reference to SUBD 2021-04, Canada Post will provide mail service to these new addresses when the time comes by means of the Post office in Carstairs. We have no objection to this development and please keep in touch as this area gets developed so we can do any updates in our system and also make any changes if there are any at that time.

Regards,

Malcolm Nevers
 Delivery Services
 Canada Post Calgary

From: Becky Soby <BSoby@urbansystems.ca>
Sent: February-10-21 2:43 PM
To: Becky Soby <BSoby@urbansystems.ca>
Cc: Carl McDonnell <carlm@carstairs.ca>; Rob McKay <robm@carstairs.ca>; Cathy Lensen <cathyl@carstairs.ca>; Erin Eyre <eeyre@urbansystems.ca>; Meredith Bryan <MBryan@urbansystems.ca>
Subject: Town of Carstairs: SUBD 2021-04

This email is from an EXTERNAL sender. Please be CAUTIOUS, particularly with links and attachments. | Ce courriel est d'un expéditeur EXTERNE. Soyez PRUDENT, en particulier avec des liens et des pièces jointes.

	TOWN OF CARSTAIRS
DATE:	February 10, 2021
DUE DATE:	March 12, 2021
FILE NO:	SUBD 2021-04
SUBJECT:	MANDALAY ESTATES PHASE 5A SUBDIVISION APPLICATION
PROJECT LEAD:	Becky Soby, Urban Systems



Integrated Expertise. Locally Delivered. ■ ■ ■ ■ ■

4015 7 Street SE, Calgary AB T2G 2Y9, T: 403.254.0544 F: 403.254.9186

April 8, 2021

Our Reference: 27752

Client: Town of Carstairs

Attention: Carl McDonnell, Chief Administrative Officer

Reference: SD-21-01 – (Walker) Subdivision Report

Proposal: 2 lot Subdivision
Legal Description: Block 1 Lot 1 Plan 0512738
Location: Town of Carstairs
Applicant(s): Rayel and Craig Walker
Owner(s): Rayel and Craig Walker
Land Use Designation: Central Commercial District (C1)
Gross Area: 0.7ha± (0.2ac±)

Planning Analysis: The Applicants are proposing to subdivide Block 1 Lot 1 Plan 0512738 to create 2 new lots (See **Appendix A**).

The subdivision will “split” the existing building into two units which will allow for the future sale of one or both units.

Block 1 Lot 18 Plan 0512738 borders 10th Avenue to the west, Centre Street to the north, and the Canadian Pacific Railway line to the east.

The lots adjacent to the north, west and south are zoned C1 with the lot to the east, where the rail line is located, is zoned Medium Industrial District (I2). Images of the site can be found in **Appendix B**.

Reserve Calculations: There are no municipal reserves required for this subdivision.

Circulation: This application was circulated to adjacent landowners and referral agencies. No landowner responses were received during the circulation period. Referral comments were received from five agencies:

- TELUS and Mountain View County had no objectives to the subdivision.
- Fortis Alberta indicated that no easements are required.
- ATCO has no objection but noted they have existing facilities in the area and that ATCO should be contacted within a minimum of one (1) year should it be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances.



- Alberta Transportation stated that the subdivision proposal does not meet Section 14 or 15 of the Subdivision and Development Regulation but gave approval for the Subdivision Authority to grant a variance to Section 14 and 15, in alignment with Section 16, should they choose to do so.

Copies of the responses are included in **Appendix C**.

Comments:

- This Subdivision Report has been prepared by ISL and reviewed by the Town's Subdivision Authority;
- The proposed application satisfies the requirements of Section 654 of the Municipal Government Act, and the relevant matters listed in Section 7 of the Subdivision and Development Regulations;
- Submissions from landowners and referral agencies were considered as noted herein; and
- The owners are required to enter into a restrictive covenant stating that, precedent to any sale or transfer of a unit(s), they will construct a party-wall, in alignment with the building code, to separate the units, as included in **Appendix D**.

Decision and Conditions of Subdivision:

The Subdivision Authority **APPROVES** the subdivision application subject to the following conditions:

1. That submissions from any referral agencies and/or landowners contained herein be presented to and considered by Council;
2. That subdivision is carried out by means suitable to the Registrar of the Land Titles Office per Section 81 and 89 of the Land Titles Act;
3. That prior to endorsement, it is the responsibility of the Applicant that the submission of a Plan of Survey, including CAD file, the Owner's Consent to Register, and the Surveyor's Affidavit are received by the Town of Carstairs;
4. That prior to endorsement all outstanding property taxes be paid, or satisfactory arrangement for payment thereof, to the Town of Carstairs (per Section 654 (1)(d) of the Municipal Government Act);
5. That prior to plan endorsement, all access rights-of-way, easements, overland drainage rights-of-way and agreements to be registered shall be provided to the satisfaction of the Town of Carstairs;
6. That the applicant/owner enter into a restrictive covenant stating that, precedent to any sale or transfer of a unit(s), the owners will construct a party-wall, to code, to separate the units;

Appendix A

Figure 1 – Location Plan

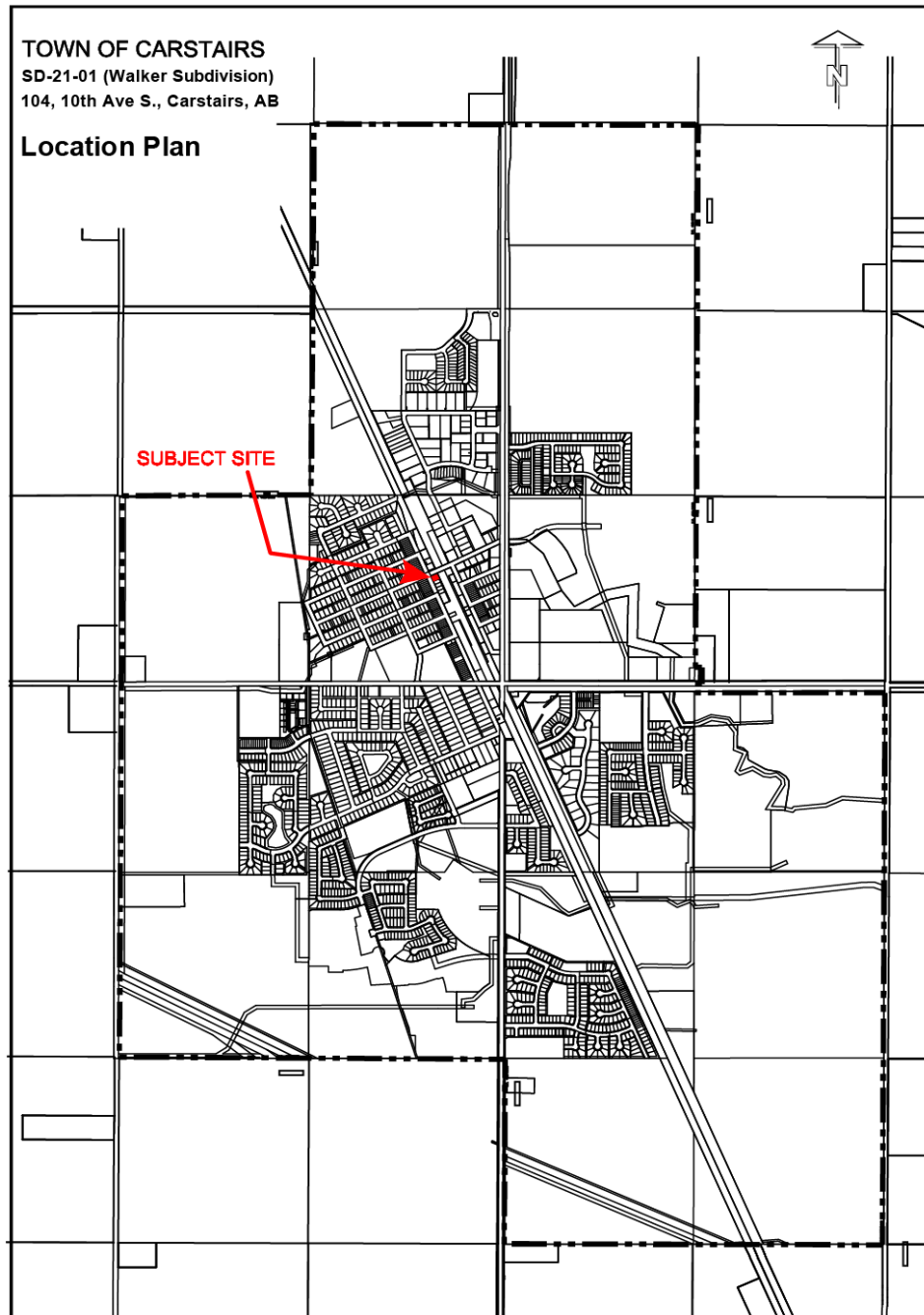
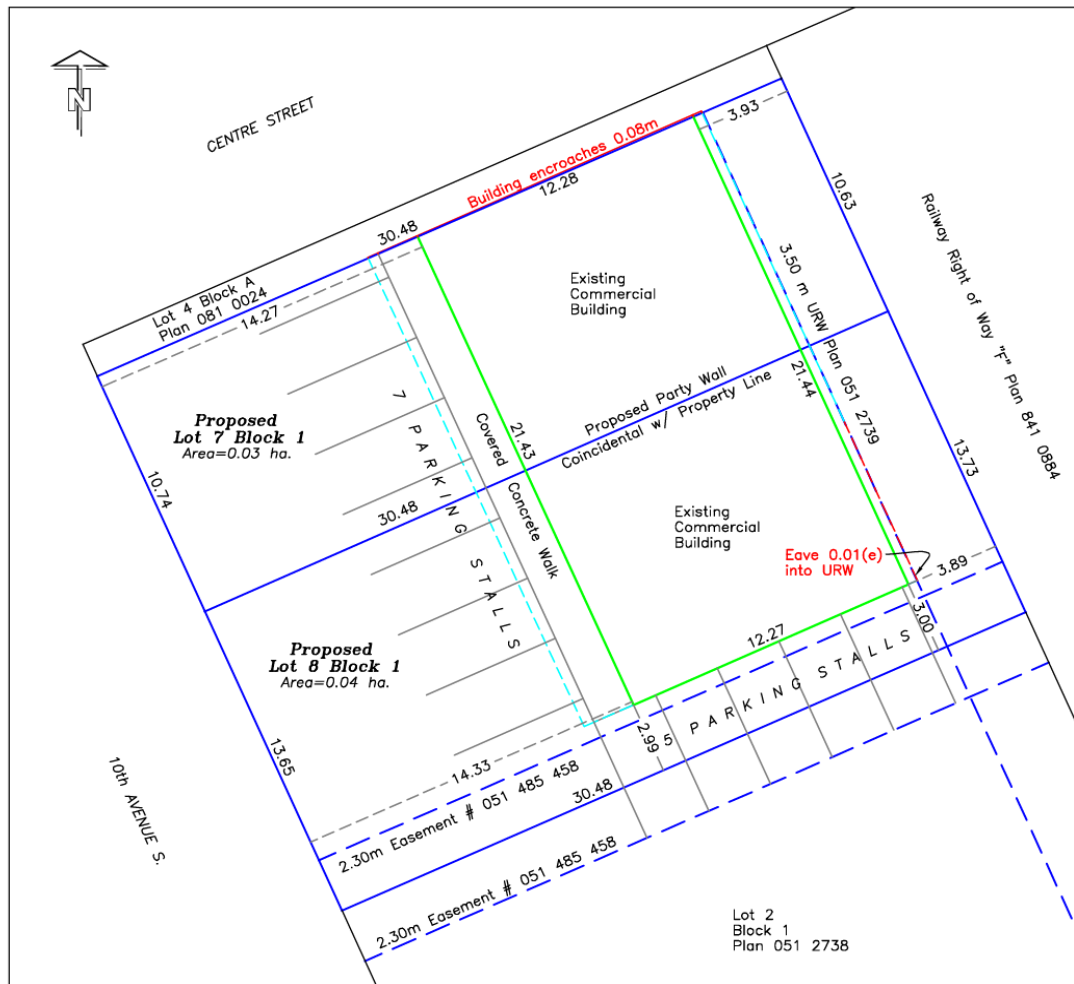


Figure 2 – Site Layout





Integrated Expertise. Locally Delivered. ■ ■ ■ ■ ■

Appendix B

Site Images



Subject Site: Looking East from 10th Avenue



Subject Site: Looking Northeast from 10th Avenue



Integrated Expertise. Locally Delivered. ■ ■ ■ ■ ■



Subject Site: Looking South from Centre Street



Subject Site: Looking Southeast from Centre Street



Integrated Expertise. Locally Delivered. 

Appendix C

Regulatory Agencies & Adjacent Landowner's Responses

Good Afternoon,

TELUS Communications Inc. has no objections to the mentioned circulation.

Thanks,

Chris Rvachew | Real Estate Specialist
Customer Network Implementation | TELUS | Rights of Way
2930 Centre Avenue NE, Calgary, AB T2A 4Y2
Phone: (403) 384-3066 | circulations@telus.com

Please do NOT e-mail me directly. To avoid delays in processing, send all e-mails to circulations@telus.com.

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March 9, 2021

Sent via email: mbraun@islengineering.com

ISL Engineering and Land Services Ltd.
4015 – 7 Street SE
Calgary, AB
T2G 2Y9

Attn: Mitch Braun

Dear Mr. Braun:


Re: Proposed Subdivision Plan 0512738 Blk 1 Lot 1 Walker – File SD-21-01

Thank you for your email dated March 8, 2021 with respect to the above noted Application. The letter and material were circulated to the Planning and Development Services Department as well as the Operational Services Department.

There were no comments on this circulation from the Planning and Development Services Department nor the Operational Services Department.

Thank you for your consideration to include us in your referral agencies.

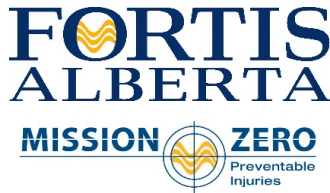
Sincerely,



Lee-Ann Gaudette, Administrative Assistant
Planning and Development Services
/lg

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

Page 9



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

March 24, 2021

ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, Alberta
T2G 2Y9

Attention: Mitch Braun

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320095263

MD File No.: SD-21-01

Location/Legal Description: SE 17-30-1-W5M

Customer Name: Rayel and Craig Walker

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,



Tracy Davidson

RE: 320095263

Page 10

Mitch Braun

From: CirculationsGrowthandImprovement <CirculationsGrowthandImprovement@atco.com>
Sent: March 30, 2021 9:25 AM
To: Mitch Braun
Subject: Respond: Carstairs Subdivision Application SD 21-01 - Referral for Comment due April 7, 2021

Good morning,

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

There are existing ATCO facilities in the area. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution at 403-245-7888 with a minimum of one (1) year notice to enable an adequate and timely response. Note all alteration costs will be borne by the developer / owner. "If working around existing gas main, please contact our Edmonton Land Group at email address Crossings@atcogas.com to obtain a crossing/proximity agreement.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-gas/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Alberta One-Call at 1-800-242-3447 or albertaonecall.com. Please contact Alberta One-Call Corporation prior to any surface construction.

- (1) Contact Alberta One Call (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the "Working Around Natural Gas" Safety Handbook found on our website at: <https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

If you have any **questions or concerns regarding this reply**, please contact our engineer Raymond.Diep@atco.com.

Thank You

Maria Franssen

Administrative Coordinator
 Distribution Engineering - Growth
 Natural Gas
 5th Floor, 909 – 11 Ave SW | Calgary, Ab. | T2R 1L8
 Tel. 403-245-7442 Fax 403-245-7405
 email: maria.franssen@atco.com

[ATCO.com](https://www.atco.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



Page 11



Delivery Services, Transportation
Central Region, Red Deer District
4920 - 51 Street
Red Deer, Alberta T4N 6K8

AT Reference No.: RSDP034674
AT File Number: Carstairs:SE17-30-01-W5:SUB
Municipality File Number: Subdivision - File# SD-21-01 (Walker Subdivision)

March 10, 2021

Town of Carstairs
844 Centre St. Box 370
Carstairs, AB T0M 0N0
Email: mbraun@islengineering.com

Attention Town of Carstairs

Subject: Referral for the items identified below within Carstairs ("Municipality")

Reference / File Number	Description	Location
RSDP034674-1	Subdivision - File# SD-21-01 (Walker Subdivision)	Highway 2a SE-17-30-1-5 Lot 1 Block 1 Plan 0512738

This will acknowledge receipt of your circulation regarding the above noted proposal to create one additional lot, which must meet the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 2a. The department is currently protecting Highway 2a to a Major Two-Lane (Urban Arterial Undivided – UAU) standard at this location.

The above noted subdivision proposal does not meet Section 14 or 15 of the Regulation. The department anticipates incremental impact on the highway from this proposal. Additionally, there is no direct access to the highway as well as sufficient local road access to the subdivision and adjacent lands. Therefore, Pursuant to Section 16 of the Regulation, the department grants approval for the subdivision authority to grant a variance of Section 14 and 15 of the Regulation should they choose to do so.

Regarding the cumulative impacts on the highway intersections, Alberta Transportation requires municipalities ensure approvals consider the impacts and provide mitigation on major transportation corridors – including provincial highways.

Pursuant to Section 678(2) of the Municipal Government Act, Alberta Transportation requires that any appeal of this subdivision be referred to the Municipal Government Board.

If you have any questions please contact the undersigned Development and Planning Technologist. Thank you for the referral and opportunity to comment.

Signed:

Sandy Choi
Dev and Planning Tech
sandy.choi@gov.ab.ca
(403) 340 7179



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Appendix D

Copy of the Restrictive Covenant

RESTRICTIVE COVENANT

WHEREAS R & C Walker Properties Ltd. of P.O. Box 874, Carstairs, Alberta T0M 0N0 ("the Owner") is the registered owner of certain lands situated in the town of Carstairs in the Province of Alberta, more particularly described in Schedule "A" attached hereto ("**the Lands**") subject to such reservations, exceptions and encumbrances as are noted on the Certificate of Title to the Lands.

AND WHEREAS the Owner wishes to control the Lands with respect to the manner of development and maintenance of the building currently erected on the Lands for the greater enjoyment and benefit of all future owner(s) of the Lands and therefore considers it desirable to impose certain restrictions on the Lands:

NOW THEREFORE THIS RESTRICTIVE COVENANT WITNESSES:

1. In the event Lands are subdivided and any subdivided parcel thereof is sold or transferred to a party other than the Owner, the Owner agrees to erect a party wall dividing the building currently erected on the Lands along the property line of the newly subdivided parcels.
2. Under the circumstances contemplated under 1. hereof, the said party wall shall comply with all building and fire codes, as well as any requirements of the town of Carstairs.
3. The foregoing shall be a condition precedent to any sale or transfer and all necessary approvals shall be obtained before proceeding to register a transfer of land.

This Restrictive Covenant is now executed by the undersigned at Carstairs, Alberta this ____ day of _____, 2021.

R & C Walker Properties Ltd.

Per: _____
Title: Director

SCHEDULE "A"

LEGAL DESCRIPTION:

PLAN 0512738
BLOCK 1
LOT 1
EXCEPTING THEREOUT ALL MINES AND MINERALS

Bylaw No. 2013

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, the purpose of this this Bylaw is to adopt The Homestead Area Structure Plan located within Lots 1 and 2, Block 5 Plan 021 2977 -

WHEREAS the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000 and amendments thereto, provides that a municipality may for the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt and area structure plan;

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

- 1. That the Area Structure Plan, located within Lots 1 and 2 Block 5 Plan 021 2977, being Schedule “A” – attached hereto is adopted.

READ A FIRST TIME THIS 8th DAY OF February, 2021

READ A SECOND TIME THIS XX DAY OF XXXX, A.D., 20XX

READ A THIRD AND FINAL TIME THIS XXDAY OFXXXX A.D., 20XX

Lance Colby, Mayor

Carl McDonnell, CAO

Bylaw No. 2014

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, for the purpose of which is to authorize several rates of taxation for all purposes of the year 2021.

WHEREAS, the Town of Carstairs has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the regular council meeting held April 12, 2021; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Carstairs for 2021 total \$18,940,488.15; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$12,602,418.66 and the balance of \$6,338,069.49 is to be raised by general municipal taxation; and

WHEREAS, the Town of Carstairs pursuant to Section 347 (1) (c), Municipal Government Act, Chapter M-26 2000, council may defer the collection of a tax; and

WHEREAS, the Requisitions and Policing Funding Model are:

Alberta School Foundation Fund (ASFF)	
Residential	1,467,968.68
Non-residential	234,170.94
Mountain View Seniors Housing Authority	238,402.00
Mountain View Regional Waste Commission	100,824.21
Policing	122,990.00
Designated Industrial Properties	823.85

WHEREAS, the Council of the Town of Carstairs is required each year to levy on the assessed value of all property tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Town of Carstairs as shown on the assessment roll is:

	<u>Assessment</u>
Residential	560,585,200
Non-residential	63,518,330
Special Residential	1,554,850
Machinery & Equipment	124,990
Senior Citizens Housing	2,970,610
Exempt Property	42,091,050
	\$670,845,030

NOW THEREFORE, pursuant to Section 326, Municipal Government Act, Chapter M-26 2000 and amendments thereto, Council of the Town of Carstairs duly assembled and pursuant to the Municipal Government Act, Chapter M-26-1 of the Revised Statutes of Alberta enacts as follows:

That the Chief Administrative Officer be authorized and required to levy the following rates of taxation on assessed value of all lands, buildings and improvements shown on this assessment and tax roll for 2021:

	Tax Levy Required	Assessment	Mill Rate	Tax Rate
General Municipal				
Residential	3,643,803.80	560,585,200.00	6.50000	0.006500
Non-Residential	528,046.93	63,518,330.00	8.31330	0.008313
Machinery & Equipment	1,039.08	124,990.00	8.31330	0.008313
Special Vacant Res	0.00	1,554,850.00	0.00000	0.000000
Alberta School Foundation Fund				
Residential	1,467,968.68	562,140,050.00	2.61140	0.002611
Non-Residential	234,170.94	63,518,330.00	3.68670	0.003687
Mountain View Seniors Housing Authority	\$ 238,402.00	625,783,370.00	0.38097	0.000381
Mountain View Regional Waste Commission	\$ 100,824.21	625,783,370.00	0.16112	0.000161
Policing	\$ 122,990.00	625,783,370.00	0.19654	0.000197
Designated Industrial	\$ 823.85	10,755,280.00	0.07660	0.000077

This Bylaw shall come into force and effect on the date of the final passing thereof.

READ A FIRST TIME THIS 12th DAY OF APRIL A.D., 2021.

READ A SECOND TIME THIS 12th DAY OF APRIL A.D., 2021.

READ A THIRD AND FINAL TIME THIS 12th DAY OF APRIL A.D., 2021.

Lance Colby, Mayor

Carl McDonnell, CAO



Budget Document 2021

Approved April 12, 2021

TOWN OF CARSTAIRS BUDGET

2021

Assessment & Taxation

What is Property Assessment?

“Property assessment is the process of assigning a dollar value to a property for taxation purposes. In Alberta property is taxed based on the *ad valorem* principle. *Ad valorem* means “according to value.” This means that the amount of tax paid is based on the value of the property.”

Source: http://www.municipalaffairs.alberta.ca/1538.cfm#What_is_Property_Assessment

What is Property Tax?

“Property taxes are a primary source of revenue for municipalities. Property taxes are used to finance local programs and services, such as:

- Infrastructure construction and maintenance
- Libraries, parks and recreation facilities
- Police and fire protection
- Community programs and grants
- Seniors’ lodges
- Education

Each municipality is responsible for ensuring that each property owner pays their share of taxes. Property assessment is the method used to distribute the tax burden among property owners in a municipality.” Source: http://www.municipalaffairs.alberta.ca/1538.cfm#What_is_Property_Assessment

What is School Tax?

“In 1994, the Government of Alberta established the Alberta School Foundation Fund (ASFF). This fund makes certain that the education property tax is accounted for separately from general revenues.

Every year the province calculates, based on assessment value, the amount each municipality must contribute towards the public education system. Municipalities collect the education property tax and then forward it to the province for deposit into the ASFF.” Source: <http://education.alberta.ca/admin/funding/tax/facts.aspx>

TOWN OF CARSTAIRS BUDGET

2021

Town of Carstairs Mill Rates

Each year, Council, during its budgetary process, approves the amount of revenue required to operate the municipality. From this amount they subtract the known revenues, such as grants, licenses, permits and so on. The remainder represents the amount of money to be raised by property taxes. The amount to be raised is divided by the total assessed value of all the property in the municipality and multiplied by 1,000 to decide the tax rate, also known as the “mill rate.”

Town Council continues to remain fiscally responsible and has made a concerted effort to curb spending when reasonable to do so.

The table below outlines the mill rate trends since 2017.

	2017	2018	2019	2020	2021
General Municipal					
Residential	0.006900	0.006900	0.006500	0.006500	0.006500
Non-Residential	0.009100	0.008500	0.008500	0.008313	0.008313
Machinery & Equipment	0.009100	0.008500	0.008500	0.008313	0.008313
Special Vacant Res	0.000000	0.000000	0.000000	0.000000	0.000000
Alberta School Foundation Fund					
Residential	0.002444	0.002545	0.002537	0.002582	0.002611
Non-Residential	0.003601	0.003580	0.003673	0.003732	0.003687
Mountain View Seniors Housing Authority					
Residential / Non-Residential	0.000145	0.000168	0.000253	0.000385	0.000381
Mountain View Regional Waste Management Commission					
Residential / Non-Residential	-	-	0.000228	0.000176	0.000161
Policing					
Residential / Non-Residential	-	-	-	0.000140	0.000197
Designated Industrial					
Non-Residential	-	0.000034	0.000079	0.000076	0.000077

TOWN OF CARSTAIRS BUDGET

2021

3 Year Operating Budget

	2021 Budget	2022 Budget	2023 Budget
Revenue			
Taxes and Requisitions	6,338,069.49	6,464,830.88	6,626,451.65
Other Revenue	595,419.66	607,328.05	622,511.25
General Administration	12,867.30	13,124.65	13,452.76
Communications	510.00	520.20	533.21
Fire Department	170,001.70	173,401.73	177,726.58
Emergency Management	-	-	-
Policing	79,152.00	80,735.04	82,753.42
Roadways	1,020.00	1,040.40	1,066.41
Stormwater	-	-	-
Water	1,216,000.00	1,240,320.00	1,271,328.00
Sanitary	500,209.10	510,213.28	522,968.61
Garbage	529,637.00	540,229.74	553,735.48
Planning	15,300.00	15,606.00	15,996.15
Asset Management	-	-	-
Community Services	156,322.25	157,589.86	159,206.05
Development	158,032.30	161,192.95	165,014.85
Lands and Buildings	118,789.65	121,003.09	123,825.23
Golf Course	1,544,852.00	1,575,749.04	1,615,142.77
Arena	331,800.30	338,436.30	346,897.21
Parks	89,979.53	91,779.13	94,073.60
Campground	89,250.00	91,035.00	93,310.88
Community Hall	53,601.00	54,673.02	56,039.85
Library	28,866.00	29,443.32	30,179.40
Total Revenue	12,029,679.28	12,268,251.67	12,572,213.36
Expenses			
Legislative	351,752.26	358,787.30	367,756.98
Taxes and Requisitions	2,165,179.68	2,208,483.27	2,263,695.36
General Administration	648,942.29	661,921.14	678,469.17
Communications	58,304.00	59,470.08	60,956.83
Fire Department	421,572.91	430,004.36	440,754.47
Emergency Management	90,269.66	92,075.06	94,376.93
Policing	438,726.75	447,501.29	458,688.82
Roadways	704,341.24	718,428.07	736,388.77
Storm Water	75,925.77	77,444.29	79,380.40
Water	860,838.80	878,055.58	900,006.97
Sanitary	255,084.83	260,186.53	266,691.19
Garbage	373,927.42	381,405.97	390,941.12
Planning	158,341.19	161,508.01	165,545.71
Asset Management	160,146.31	163,349.23	167,432.96

TOWN OF CARSTAIRS BUDGET

2021

Community Services	477,920.20	487,468.60	499,642.82
Development	297,229.28	320,773.86	325,293.21
Lands and Buildings	216,399.08	220,727.06	226,244.66
Golf Course	1,454,347.83	1,483,434.79	1,520,520.66
Arena	603,775.93	615,851.45	631,247.74
Parks	408,226.85	411,291.39	421,573.67
Campground	106,240.43	108,365.24	111,074.37
Community Hall	85,511.03	87,221.25	89,401.78
Library	248,818.81	253,795.19	260,140.07
Total Expenses	10,661,822.56	10,887,549.01	11,156,224.66

Surplus of revenue over expenses **(1,367,856.72)** **(1,380,702.66)** **(1,415,988.69)**

Adjustment for cash items that are not revenues and expenses (but are sources or uses of funds)

Capital revenues	(3,643,937.00)
Capital expenditures	5,692,825.54
New Debt Proceeds	(2,290,087.52)
Debt principal repayment	1,549,292.37
Debt interest (Capital + Operating)	93,260.26
Transfers to reserves from operations	800,805.58
Transfers to operations from reserves	-
Transfer from reserves for capital	(816,548.07)
Budget balance	(87,270.78)

Schedule 1	2021 Budget	2022 Budget	2023 Budget
Residential	4,059,011.77	4,140,192.01	4,243,696.81
Non-Residential	576,094.25	587,616.14	602,306.54
ASFF – Residential	1,467,968.68	1,497,328.05	1,534,761.25
ASFF – Non-Residential	234,170.94	238,854.36	244,825.72
Designated Industrial Property	823.85	840.33	861.34
	6,338,069.49	6,464,830.88	6,626,451.65
			Less: Requisitions
Policing	122,990.00	125,449.80	128,586.06
Mountain View Waste Commission	100,824.21	102,840.69	105,411.71
Mountain View Seniors Housing	238,402.00	243,170.04	249,249.29
Alberta School Foundation Fund (ASFF)	1,702,139.62	1,736,182.41	1,779,586.97
Designated Industrial Property	823.85	840.33	861.34
	2,165,179.68	2,208,483.27	2,263,695.36

TOWN OF CARSTAIRS BUDGET

2021

**DEPARTMENT
OPERATING
BUDGETS**

TOWN OF CARSTAIRS BUDGET

2021

3 Year Operating Budgetary Deficit (Surplus)

Excludes Amortization and Capital

	2021 Budget	2022 Budget	2023 Budget
Legislative	351,752.26	358,787.30	367,756.98
Other Revenue	(595,419.66)	(607,328.05)	(622,511.25)
Taxes and Requisitions	(4,172,889.81)	(4,256,347.61)	(4,362,756.30)
General Administration	636,074.99	648,796.49	665,016.40
Communications	57,794.00	58,949.88	60,423.63
Fire Department	251,571.21	256,602.63	263,027.90
Emergency Management	90,269.66	92,075.06	94,376.93
Policing	359,574.75	366,766.25	375,935.41
Roadways	703,321.24	717,387.67	735,322.36
Storm Water	75,925.77	77,444.29	79,380.40
Water	(355,161.20)	(362,264.42)	(371,321.03)
Sanitary	(245,124.27)	(250,026.75)	(256,277.42)
Garbage	(155,709.58)	(158,823.77)	(162,794.36)
Planning	143,041.19	145,902.01	149,549.56
Asset Management	160,146.31	163,349.23	167,432.96
Community Services	321,597.95	329,878.75	340,436.77
Development	139,196.98	159,580.92	160,278.36
Lands and Buildings	97,609.43	99,723.97	102,419.43
Golf Course	(90,504.17)	(92,314.25)	(94,622.11)
Arena	271,975.64	277,415.15	284,350.53
Parks	318,247.31	319,512.26	327,500.07
Campground	16,990.43	17,330.24	17,763.50
Community Hall	31,910.03	32,548.23	33,361.94
Library	219,952.81	224,351.87	229,960.66
OPERATIONAL NET DEFICIT (SURPLUS)	(1,367,856.72)	(1,380,702.66)	(1,415,988.69)

TOWN OF CARSTAIRS BUDGET

2021

LEGISLATIVE

The Legislative budget deals with all costs associated and incurred by Municipal Council including per diems, fees for meetings and conferences, travel reimbursements and professional development.

	2021 Budget	2022 Budget	2023 Budget
Wages	93,710.66	95,584.88	97,974.50
Benefits - Remuneration	7,514.73	7,665.02	7,856.65
Benefits	19,679.24	20,072.82	20,574.64
Committee Per Diem	26,660.25	27,193.46	27,873.29
Remuneration	150,294.59	153,300.48	157,133.00
Travel & Subsistence	12,796.92	13,052.86	13,379.18
Training	7,464.87	7,614.17	7,804.52
Telecommunications	1,600.00	1,632.00	1,672.80
Public Relations	14,929.74	15,228.33	15,609.04
Staff Relations	7,841.25	7,998.08	8,198.03
Memberships	8,670.00	8,843.40	9,064.49
Insurance	590.00	601.80	616.85
Legislative Expenses	351,752.26	358,787.30	367,756.98
NET DEFICIT (SURPLUS)	351,752.26	358,787.30	367,756.98

Members of Council sit on various internal and external boards and committees and are compensated according to Rates & Fees Bylaw #2005. The following table outlines the Council remuneration fees for 2021.

Mayor	\$25,760.04 / year
Deputy Mayor	\$22,411.20 / year
Councilors	\$19,835.28 / year
Per Diem – Less Than 2 Hours	\$90
Per Diem – Half Day	\$180
Per Diem – Full Day	\$360
Mileage	\$0.50/km
Meals and accommodation at cost	Upon submission of valid receipts

TOWN OF CARSTAIRS BUDGET

2021

MUNICIPAL GENERAL REVENUE & REQUISITIONS

General Revenue is generated from Municipal Property Taxes. The *Municipal Government Act* defines "requisition" as any part of the amount required to be paid into the Alberta School Foundation Fund that is raised by imposing a tax rate, and any amount to be paid to a management body referred to in the *Alberta Housing Act*. The Town of Carstairs pays requisitions to the Alberta School Foundation Fund, Mountain View Seniors Housing Authority, and Mountain View Regional Waste Commission. This budget also includes the ATCO Gas Franchise Agreement and the Fortis Franchise Agreement.

	2021 Budget	2022 Budget	2023 Budget
Taxes – Residential	4,059,011.07	4,140,192.01	4,243,696.81
Taxes – Non-Residential	576,094.25	587,616.14	602,306.54
ASFF – Residential	1,467,968.68	1,497,328.05	1,534,761.25
ASFF – Non-Residential	234,170.94	238,854.36	244,825.72
Designated Industrial	823.85	840.33	861.34
Taxes Revenue	6,338,069.49	6,464,830.88	6,626,451.65
Penalties & Costs	98,838.00	100,814.76	103,335.13
Franchise Revenue	475,240.45	484,745.26	496,863.89
Investment Income	20,808.00	21,224.16	21,754.76
Fines & Costs	533.21	543.87	557.47
General Municipal Revenue	595,419.66	607,328.05	622,511.25
Policing	122,990.00	125,449.80	128,586.05
Mountain View Waste Commission	100,824.21	102,840.69	105,411.71
Mountain View Seniors Housing	238,402.00	243,170.04	249,249.29
ASFF	1,702,139.62	1,736,182.41	1,779,586.97
Designated Industrial	823.85	830.88	861.34
Requisitions Expense	2,165,179.68	2,208,483.27	2,263,695.36
NET DEFICIT (SURPLUS)	(4,768,309.47)	(4,863,675.66)	(4,985,267.55)

TOWN OF CARSTAIRS BUDGET

2021

ADMINISTRATION

The Administration budget includes administrative support for the Municipality as well as managing all Federal and Provincially legislative Acts and Regulations.

	2021 Budget	2022 Budget	2023 Budget
Sales of Goods & Services	522.75	533.21	546.54
Tax Certificates & Title Searches	11,220.00	11,444.40	11,730.51
Rental of Administrative Building	104.55	106.64	109.31
Other Revenue	1,020.00	1,040.40	1,066.41
Conditional Provincial Grants			
General Administration Revenue	12,867.30	13,124.65	13,452.76
Wages	233,721.03	238,395.45	244,355.33
Benefits	49,081.42	50,063.04	51,314.62
Worker's Compensation Board	41,010.71	41,830.92	42,876.70
Freight & Postage	7,650.00	7,803.00	7,998.08
Travel & Subsistence	3,570.00	3,641.40	3,732.44
Training	8,160.00	8,323.20	8,531.28
Telecommunications	9,600.00	9,792.00	10,036.80
Public Relations	510.00	520.20	533.21
Staff Relations	510.00	520.20	533.21
Memberships	2,550.00	2,601.00	2,666.03
Prof Services - Audit	36,720.00	37,454.40	38,390.76
Prof Services - Assessment	55,100.00	56,202.00	57,607.05
Prof Services - Computer Support	106,080.00	108,201.60	110,906.64
Prof Services - Other	19,550.00	19,941.00	20,439.53
Service Charges	106.64	108.77	111.49
Equipment Rental/Lease	12,648.00	12,900.96	13,223.48
Other General Services (Election)	15,000.00	15,300.00	15,682.50
General Goods & Supplies	15,988.50	16,308.27	16,715.98
Fuel	204.00	208.08	213.28
Charges for Other Financial Services	3,162.00	3,225.24	3,305.87
Uncollectable Account	1,020.00	1,040.40	1,066.41
Prof Services - Legal	3,000.00	3,060.00	3,136.50
Computer Replacement	24,000.00	24,480.00	25,092.00
General Administration Expenses	648,942.29	661,921.14	678,469.17
NET DEFICIT (SURPLUS)	636,074.99	648,796.49	665,016.40

TOWN OF CARSTAIRS BUDGET

2021

COMMUNICATIONS

	2021 Budget	2022 Budget	2023 Budget
Other Revenue	510.00	520.20	533.21
Communications Revenue	510.00	520.20	533.21
Freight & Postage	-	-	-
Travel and Subsistence	204.00	208.08	213.28
Conference and Course Fees	1,020.00	1,040.40	1,066.41
Advertising	40,800.00	41,616.00	42,656.40
Programs	510.00	520.20	533.21
Website Support	12,750.00	13,005.00	13,330.13
General Goods & Supplies	1,020.00	1,040.40	1,066.41
Plotter Printer	2,000.00	2,040.00	2,091.00
Communications Expenses	58,304.00	59,470.08	60,956.83
NET DEFICIT (SURPLUS)	57,794.00	58,949.88	60,423.63

TOWN OF CARSTAIRS BUDGET

2021

FIRE DEPARTMENT

The Fire Department is operated by the Town under the terms and conditions of the Fire Service Agreement with Mountain View County. The Department provides fire, medical and rescue service to the Town and to the County within the Carstairs Fire District. The Fire budget deals with expenses related to operating the Fire Department.

	2021 Budget	2022 Budget	2023 Budget
Fire Call Revenue	25,000.00	25,500.00	26,137.50
Other Revenue	2,000.00	2,040.00	2,080.00
Mountain View County	143,001.70	145,861.73	149,508.28
Fire Department Revenue	170,001.70	173,401.73	177,726.58
Wages	139,729.96	142,524.56	146,087.67
Benefits	29,343.29	29,930.16	30,678.41
Fire Chief Remuneration	5,000.00	5,100.00	5,227.50
Firefighter Appreciation	3,659.25	3,732.44	3,825.75
Firemen's Remuneration	75,000.00	76,500.00	78,412.50
Prof Services – Accounting, Legal, Comp	522.75	533.21	546.54
Freight & Postage	867.00	884.34	906.45
Travel & Subsistence (meals)	1,500.00	1,530.00	1,568.25
Training	7,841.25	7,998.08	8,198.03
Telecommunications	7,300.00	7,446.00	7,632.15
Dispatch Services*	10,802.46	11,018.51	11,293.97
Advertising and Subscriptions	209.10	213.28	218.61
Fire Prevention	1,568.25	1,599.62	1,639.61
Memberships & Registrations	6,795.75	6,931.67	7,104.96
Safety Code Inspections	2,091.00	2,132.82	2,186.14
Investigation Costs	1,045.50	1,066.41	1,093.07
R&M - Buildings	6,795.75	6,931.67	7,104.96
Janitorial	4,200.00	4,284.00	4,391.10
R&M - Equipment	13,000.00	13,260.00	13,591.50
R&M - Vehicles	12,546.00	12,796.92	13,116.84
Insurance	15,580.35	15,891.96	16,289.26
General Goods & Supplies	5,750.25	5,865.26	6,011.89
Officer Uniforms	2,500.00	2,550.00	2,613.75
Small Equipment Replacement	43,350.00	44,217.00	45,322.43
Fuel	5,000.00	5,100.00	5,227.50
Gas	4,400.00	4,488.00	4,600.20
Power	5,800.00	5,916.00	6,063.90
Transfer to County	9,375.00	9,562.50	9,801.56
Fire Department Expenses	421,572.91	430,004.36	440,754.47
NET DEFICIT (SURPLUS)	251,571.21	256,602.63	263,027.90

TOWN OF CARSTAIRS BUDGET

2021

EMERGENCY MANAGEMENT

The Emergency Management budget ensures that the Committee has the necessary funding to develop and implement approved Emergency Response Plans that address local and regional situations.

	2021 Budget	2022 Budget	2023 Budget
Wages	55,935.26	57,053.96	58,480.31
Benefits	11,746.40	11,981.33	12,280.87
Travel	1,020.00	1,040.40	1,066.41
Training	3,060.00	3,121.20	3,199.23
Telecommunications	1,650.00	1,683.00	1,725.08
Advertising	2,448.00	2,496.96	2,559.38
Memberships	510.00	520.20	533.21
General Goods and Supplies	6,400.00	6,528.00	6,691.20
General Goods and Supplies Inventory	7,500.00	7,650.00	7,841.25
Emergency Management Expenses	90,269.66	92,075.06	94,376.93
NET DEFICIT (SURPLUS) GENERAL	90,269.66	92,075.06	94,376.93

TOWN OF CARSTAIRS BUDGET

2021

POLICING

The Policing budget includes the RCMP, Community Peace Officers, and animal control activities. The policing priorities continue to focus on the safety and security of residents through education, preventative programs and enforcement.

POLICING

	2021 Budget	2022 Budget	2023 Budget
Dog Licenses	1,020.00	1,040.40	1,066.41
Dog Boarding Fees	204.00	208.08	213.28
Traffic Fines	76,500.00	78,030.00	79,980.75
Bylaw Fines	1,428.00	1,456.56	1,492.97
Policing Revenue	79,152.00	80,735.04	82,753.42
Wages	265,549.84	270,860.83	277,632.36
Benefits	55,765.47	56,880.78	58,302.79
Freight & Postage	-	-	-
Travel & Subsistence	4,080.00	4,161.60	4,265.64
Training	8,160.00	8,323.20	8,531.28
Telecommunications	22,440.00	22,888.80	23,461.02
Memberships	510.00	520.20	533.21
Computer Support	5,265.00	5,370.30	5,504.56
Contracted Services	2,550.00	2,601.00	2,666.03
RCMP	-	-	-
Insurance	3,652.45	3,725.50	3,818.64
General Goods & Supplies	4,182.00	4,265.64	4,372.28
PPE Clothing/Boots/Gloves	2,652.00	2,705.04	2,772.67
Fuel	6,120.00	6,242.40	6,398.46
Citizens on Patrol	3,060.00	3,121.20	3,199.23
Animal Control Expenses	1,224.00	1,248.48	1,279.69
Animal Control Veterinary Services	510.00	520.20	533.21
R&M - Vehicles	6,100.00	6,222.00	6,377.55
General Goods & Supplies - Inventory	17,326.00	17,672.52	18,114.33
PPE Clothing/Boots/Gloves	4,080.00	4,161.60	4,265.64
Programs	25,500.00	26,010.00	26,660.25
Policing Expenses	438,726.75	447,501.29	458,688.82
NET DEFICIT (SURPLUS)	359,574.75	366,766.25	375,935.41

TOWN OF CARSTAIRS BUDGET

2021

ROADWAYS

The roadway budget is dedicated for the repair and maintenance of the roadways, laneways, sidewalks and pathways. The budgetary funds ensure the safety of traffic and pedestrians through lighting, signage, and signalization throughout the community.

	2021 Budget	2022 Budget	2023 Budget
Sale of Goods & Services	510.00	520.20	533.21
Other Revenue	510.00	520.20	533.21
Provincial Conditional Grant - STEP	-	-	-
Roadways Revenue	1,020.00	1,040.40	1,066.41
Wages	232,696.21	237,350.13	243,283.89
Benefits	48,866.20	49,843.53	51,089.62
Freight & Postage	306.00	312.12	319.92
Travel & Subsistence	1,530.00	1,560.60	1,599.62
Training	4,080.00	4,161.60	4,265.64
R&M - CPR Xing	6,120.00	6,242.40	6,398.46
Equipment Rental/Lease	5,100.00	5,202.00	5,332.05
CPR Land/Ditch Lease	6,630.00	6,762.60	6,931.67
Insurance	6,211.58	6,335.81	6,494.21
General Goods & Supplies	4,182.00	4,265.64	4,372.28
Equipment/Vehicle Parts & Supplies	7,242.00	7,386.84	7,571.51
Fuel	22,440.00	22,888.80	23,461.02
Construction & Maintenance Materials	15,300.00	15,606.00	15,996.15
Sand & Gravel	15,504.00	15,814.08	16,209.43
Street Signs	2,500.00	2,550.00	2,613.75
Pedestrian Signals	15,300.00	15,606.00	15,996.15
Power - Street Lights	215,000.00	219,300.00	224,782.50
PPE Clothing/Boots/Gloves	1,224.00	1,248.48	1,279.69
R&M - Roads	27,000.00	27,540.00	28,228.50
R&M - Sidewalks	15,000.00	15,300.00	15,682.50
R&M - Equipment	18,360.00	18,727.20	19,195.38
R&M - Vehicle	10,200.00	10,404.00	10,664.10
Equipment/Vehicle Parts & Supplies	1,530.00	1,560.60	1,599.62
Paving/Curb/Sidewalk Materials	3,659.25	3,732.44	3,825.75
Dust Control/Snow Removal	15,300.00	15,606.00	15,996.15
Safety	3,060.00	3,121.20	3,199.23
Roadways Expenses	704,341.24	718,428.07	736,388.77
NET DEFICIT (SURPLUS)	703,321.24	717,387.67	735,322.36

TOWN OF CARSTAIRS BUDGET

2021

STORM WATER

The Storm water utility budget ensures that minor storm systems are constructed and maintained to facilitate frequent storm events and the major systems can accommodate surface runoff resulting from rainstorms which exceeds the capacity of the minor system.

	2021 Budget	2022 Budget	2023 Budget
Wages	50,103.95	51,106.02	52,383.68
Benefits	10,521.83	10,732.27	11,000.57
Equipment Rental/Lease	1,020.00	1,040.40	1,066.41
General Goods & Supplies	1,020.00	1,040.40	1,066.41
Equipment/Repair & Maintenance	5,100.00	5,202.00	5,332.05
Fuel	2,040.00	2,080.80	2,132.82
Consulting Services	510.00	520.20	533.21
Purchased Repairs & Maintenance	5,100.00	5,202.00	5,332.05
Ground Materials	510.00	520.20	533.21
Stormwater Expenses	75,925.77	77,444.29	79,380.40
NET DEFICIT (SURPLUS)	75,925.77	77,444.29	79,380.40

TOWN OF CARSTAIRS BUDGET

2021

WATER

The Water budget is intended to be cost recovery and must ensure a safe, reliable, and sustainable water service to the residents. Maintaining a water storage and distribution system capable of providing suitable water is vital to the community. Water is supplied to the Town from the Mountain View Regional Water Services Commission.

	2021 Budget	2022 Budget	2023 Budget
Water Sales	825,000.00	841,500.00	862,537.50
Flat Rate Fees - Water	320,000.00	326,400.00	334,560.00
Bulk Water Sales	51,000.00	52,020.00	53,320.50
Water Meter Sales	20,000.00	20,400.00	20,910.00
Other Revenue	-	-	-
Water Revenue	1,216,000.00	1,240,320.00	1,271,328.00
Wages	145,751.02	148,666.04	152,382.69
Benefits	30,607.71	31,219.87	32,000.36
Freight & Postage	7,650.00	7,803.00	7,998.08
Travel & Subsistence	2,550.00	2,601.00	2,666.03
Training	5,100.00	5,202.00	5,332.05
Telecommunications	1,050.00	1,071.00	1,097.78
Memberships	510.00	520.20	533.21
Professional Services Purchased	4,080.00	4,161.60	4,265.64
Security System	306.00	312.12	319.92
R&M - Hydrants	20,000.00	20,400.00	20,910.00
Insurance	8,149.07	8,312.05	8,519.85
Meter Reading Service/1st Call Locate	3,672.00	3,745.44	3,839.08
Purchase Water-MV Water Commission	530,400.00	541,008.00	554,533.20
General Goods & Supplies	3,060.00	3,121.20	3,199.23
Pumphouse Fuel	408.00	416.16	426.56
Fuel	5,100.00	5,202.00	5,332.05
Chemicals/Testing Supplies	3,000.00	3,060.00	3,136.50
Meters	18,360.00	18,727.20	19,195.38
Motors/Pumps/Inspections	5,100.00	5,202.00	5,332.05
Gas	1,600.00	1,632.00	1,672.80
Power	32,000.00	32,640.00	33,456.00
Uncollectible Accounts	510.00	520.20	533.21
R&M - Water System Infrastructure	26,010.00	26,530.20	27,193.46
R&M - Buildings/Reservoir	5,100.00	5,202.00	5,332.05
Equipment/Vehicle Parts & Supplies	765.00	780.30	799.81
Water Expenses	860,838.80	878,055.58	900,006.97
NET DEFICIT (SURPLUS)	(355,161.20)	(362,264.42)	(371,321.03)

TOWN OF CARSTAIRS BUDGET

2021

SANITARY

The Wastewater budget is intended to be cost recovery and deals with all functions related to the collection, treatment and disposal of sanitary sewer water. The system must ensure the safe, reliable, and sustainable separation of solids, organics and chemical waste from wastewater so that it can be safely re-introduced into the environment. Maintaining a wastewater collection and storage system is vital to the residents of the community.

	2021 Budget	2022 Budget	2023 Budget
Sewer Fees	500,000.00	510,000.00	522,750.00
Sales of Goods & Services	209.10	213.28	218.61
Sanitary Revenue	500,209.10	510,213.28	522,968.61
Wages	151,579.90	154,611.50	158,476.79
Benefits	31,831.78	32,468.42	33,280.13
Freight & Postage	7,650.00	7,803.00	7,998.08
General Services Purchased	1,530.00	1,560.60	1,599.62
R&M - Pumps	2,040.00	2,080.80	2,132.82
Insurance	1,033.14	1,053.80	1,080.15
General Goods & Supplies	1,632.00	1,664.64	1,706.26
Equipment/Vehicle Parts & Supplies	510.00	520.20	533.21
Fuel	2,448.00	2,496.96	2,559.38
Sewer Pipe & Fittings	510.00	520.20	533.21
Chemicals & Testing	15,000.00	15,300.00	15,682.50
Sand/Gravel/Loam	1,020.00	1,040.40	1,066.41
Power	2,800.00	2,856.00	2,927.40
Uncollectible	510.00	520.20	533.21
Consulting Services	510.00	520.20	533.21
R&M - Infrastructure	30,400.00	31,008.00	31,783.20
R&M - Vehicle	2,040.00	2,080.80	2,132.82
Other Purchased Services	2,040.00	2,080.80	2,132.82
Sanitary Expenses	255,084.83	260,186.53	266,691.19
NET DEFICIT (SURPLUS)	(245,124.27)	(250,026.75)	(256,277.42)

TOWN OF CARSTAIRS BUDGET

2021

GARBAGE

The Garbage budget is intended to provide the community with an integrated waste management system that will protect public health and the environment Solid Waste Management function provides bi-weekly curbside waste and recycles collection services, community compost bins, tree branch collection and community recycling bins.

	2021 Budget	2022 Budget	2023 Budget
Garbage Fees	515,000.00	525,300.00	538,432.50
Other Revenue	14,637.00	14,929.74	15,302.98
Provincial Conditional Grant	-	-	-
Garbage Revenue	529,637.00	540,229.74	553,735.48
Wages	74,430.93	75,919.55	77,817.54
Benefits	15,630.50	15,943.10	16,341.68
Freight & Postage	7,650.00	7,803.00	7,998.08
Other Professional Services	2,550.00	2,601.00	2,666.03
Consulting Services - Landfill	1,530.00	1,560.60	1,599.62
Annual Clean Up	15,300.00	15,606.00	15,996.15
Solid Waste Contract	209,100.00	213,282.00	218,614.05
General Goods & Supplies	510.00	520.20	533.21
Roll Out Bins	15,912.00	16,230.24	16,636.00
Compost Fees	30,600.00	31,212.00	31,992.30
Equipment/Vehicle Parts & Supplies	510.00	520.20	533.21
Construction & Maintenance Materials	204.00	208.08	213.28
Garbage Expenses	373,927.42	381,405.97	390,941.12
NET DEFICIT (SURPLUS)	(155,709.58)	(158,823.77)	(162,794.36)

TOWN OF CARSTAIRS BUDGET

2021

COMMUNITY SERVICES

The Community Services department provides support and resources to community groups, families and individuals within the community. The Department organizes events and delivers programs to all age groups in the community.

	2021 Budget	2022 Budget	2023 Budget
Program Fees	5,100.00	5,202.00	5,332.05
Event Fees	2,613.75	2,666.03	2,732.68
Promotions	1,045.50	1,066.41	1,093.07
Other Revenue- Business Licenses	23,001.00	23,461.02	24,047.55
Conditional Grants	2,040.00	2,080.80	2,132.82
FCSS Provincial Conditional Grants	92,942.00	92,942.00	92,942.00
Mountain View County	29,580.00	30,171.60	30,925.89
Community Services Revenue	156,322.25	157,589.86	159,206.05
Wages	205,691.42	209,805.25	215,050.38
Benefits	43,195.20	44,059.10	45,160.58
Freight & Postage	-	-	-
Travel & Subsistence	1,020.00	1,040.40	1,066.41
Training	2,040.00	2,080.80	2,132.82
Telecommunications	3,050.00	3,111.00	3,188.78
Prof Services - Computer Support	2,550.00	2,601.00	2,666.03
Programs	19,380.00	19,767.60	20,261.79
Events	21,930.00	22,368.60	22,927.82
General Goods & Supplies	3,060.00	3,121.20	3,199.23
Donation to Community Transportation	2,550.00	2,601.00	2,666.03
Community Economic Partnership	11,220.00	11,444.40	11,730.51
Chamber of Commerce	-	-	-
Museum Operating Grant	50,129.00	51,131.58	52,409.87
Donation to Kiwanis	500.00	500.00	500.00
Half Century Operating Grant	4,443.38	4,532.24	4,645.55
FCSS Programs	83,232.00	84,896.64	87,019.06
FCSS Services	23,929.20	24,407.78	25,017.98
Community Services Expenses	477,920.20	487,468.60	499,642.82
NET DEFICIT (SURPLUS)	321,597.95	329,878.75	340,436.77

TOWN OF CARSTAIRS BUDGET

2021

ASSET MANAGEMENT

The Asset Management Department records and manages asset portfolios of the Town's roads, sidewalks, trails and pathways, water distribution, wastewater collection and treatment, storm water attenuation, conveyance, treatment networks, buildings, parks, and vehicles; including supporting fleet, machinery, and equipment.

	2021 Budget	2022 Budget	2023 Budget
Wages	106,111.82	108,234.06	110,939.91
Benefits	22,283.48	22,729.15	23,297.38
Travel and Subsistence	255.00	260.10	266.60
Training	2,040.00	2,080.80	2,132.82
Telecommunications	1,100.00	1,122.00	1,150.05
Computer Support	12,036.00	12,276.72	12,583.64
Lease	15,300.00	15,606.00	15,996.15
General Goods & Supplies	1,020.00	1,040.40	1,066.41
Asset Management Expenses	160,146.31	163,349.23	167,432.96
NET DEFICIT (SURPLUS)	160,146.31	163,349.23	167,432.96

TOWN OF CARSTAIRS BUDGET

2021

PLANNING

The Planning department deals with the management of growth in a responsible, effective and economic manner. The Town appoints and contracts much of the professional services required for the planning department.

	2021 Budget	2022 Budget	2023 Budget
Zoning Application - Developer	5,100.00	5,202.00	5,332.05
Consulting Services - Developer	5,100.00	5,202.00	5,332.05
Provincial Permit Fees	3,060.00	3,121.20	3,199.23
MPC Revenue	1,020.00	1,040.40	1,066.41
Other Revenue	1,020.00	1,040.40	1,066.41
Planning Revenue	15,300.00	15,606.00	15,996.15
Wages	101,120.81	103,143.22	105,721.80
Benefits	21,235.37	21,660.08	22,201.58
Freight & Postage	102.00	104.04	106.64
Travel & Subsistence	255.00	260.10	266.60
Training	1,530.00	1,560.60	1,599.62
Telecommunications	250.00	255.00	261.38
Advertising	306.00	312.12	319.92
Licenses and Permits	2,550.00	2,601.00	2,666.03
Insurance	659.76	672.96	689.78
General Goods & Supplies	1,020.00	1,040.40	1,066.41
Fuel	1,020.00	1,040.40	1,066.41
Planning Services	510.00	520.20	533.21
Consulting Services Developer	10,664.10	10,877.38	11,149.32
Consulting Services - Municipal	10,664.10	10,877.38	11,149.32
Zoning Application - Developer	5,332.05	5,438.69	5,574.66
R&M - Vehicle	1,122.00	1,144.44	1,173.05
Planning Expenses	158,341.19	161,508.01	165,545.71
NET DEFICIT (SURPLUS)	143,041.19	145,902.01	149,549.56

TOWN OF CARSTAIRS BUDGET

2021

DEVELOPMENT

The Development budget is part of the Planning department and ensures that growth is maintained in a responsible, effective, and orderly manner. Where necessary, the Town contracts the professional services required for development.

	2021 Budget	2022 Budget	2023 Budget
Building & Development Permits	96,900.00	98,838.00	101,308.95
Consulting Services Subdivision	5,100.00	5,202.00	5,332.05
Subdivision Fees	11,500.50	11,730.51	12,023.77
Compliance Fees	3,763.80	3,839.08	3,935.05
Conditional Provincial Grant	40,768.00	41,583.36	42,415.03
Development Revenue	158,032.30	161,192.95	165,014.85
Wages	83,415.93	85,084.25	87,211.36
Benefits	17,517.35	17,867.69	18,314.38
Freight & Postage	-	-	-
Travel & Subsistence	306.00	312.12	319.92
Training	1,020.00	1,040.40	1,066.41
Building Inspector	42,840.00	43,696.80	44,789.22
General Goods & Supplies	-	-	-
Community Development	120,000.00	140,000.00	140,000.00
General Services Purchased	510.00	520.20	533.21
Subdivision Fees	1,020.00	1,040.40	1,066.41
Consulting Services - Developer	15,300.00	15,606.00	15,996.15
Consulting Services - Municipal	5,100.00	5,202.00	5,332.05
Subdivision Application - Developer	10,200.00	10,404.00	10,664.10
Development Expenses	297,229.28	320,773.86	325,293.21
NET DEFICIT (SURPLUS)	139,196.98	159,580.92	160,278.36

TOWN OF CARSTAIRS BUDGET

2021

LANDS & BUILDINGS

The Town owns and operates various properties required to deliver services to the residents.

	2021 Budget	2022 Budget	2023 Budget
Building Rental - Medical Centre	80,580.00	82,191.60	84,246.39
Building Rental - IODE	3,570.00	3,641.40	3,732.44
Building Rental – Osler Street	6,120.00	6,242.40	6,398.46
Land Rental - Buschert	1,377.00	1,404.54	1,439.65
Land Rental - Quantz/Colby	2.04	2.08	2.13
Land Rental - Marcam Farms	5,763.00	5,878.26	6,025.22
Land Rental - Advantage	10,200.00	10,404.00	10,664.10
Land Rental - Trans Canada	8,117.61	8,117.61	8,117.61
Building Rental – Scout Hall	3,060.00	3,121.20	3,199.23
Lands & Buildings Revenue	118,789.65	121,003.09	123,825.23
Wages	64,067.28	65,348.62	66,982.34
Benefits	13,454.13	13,723.21	14,066.29
Land Taxes to County	510.00	520.20	533.21
Medical Building - Insurance	6,436.43	6,565.16	6,729.29
IODE Building - Insurance	5,647.11	5,760.05	5,904.05
IODE – Utilities	1,050.00	1,071.00	1,097.78
1126 Osler Street - Insurance	490.49	500.30	512.81
1126 Osler Street - Utilities	2,170.00	2,213.40	2,268.74
Community Services - Janitorial	2,448.00	2,496.96	2,559.38
Community Services - Lease	15,300.00	15,606.00	15,996.15
Community Services - Insurance	2,924.35	2,982.84	3,057.41
Community Services - Utilities	2,550.00	2,601.00	2,666.03
Admin - Security System	561.00	572.22	586.53
Admin - Janitorial	9,792.00	9,987.84	10,237.54
Admin - Insurance	14,789.06	15,084.84	15,461.96
Admin - Gas	3,200.00	3,264.00	3,345.60
Admin - Power	10,200.00	10,404.00	10,664.10
Scout Hall – R & M	2,040.00	2,080.80	2,132.82
Scout Hall - Insurance	112.33	114.58	116.87
Op Services - Telecommunications	3,100.00	3,162.00	3,241.05
Op Services - Security System	1,632.00	1,664.64	1,706.26
Op Services - Insurance	5,303.96	5,410.04	5,545.29
Op Services - General Goods & Supplies	3,060.00	3,121.20	3,199.23
Op Services - Gas	6,050.00	6,171.00	6,325.28
Op Services - Power	7,500.00	7,650.00	7,841.25
Parks - Security System	459.00	468.18	479.88
Parks - Insurance	5,127.94	5,230.50	5,361.26
Parks - Gas	2,300.00	2,346.00	2,404.65

TOWN OF CARSTAIRS BUDGET

2021

Parks - Power	1,850.00	1,887.00	1,934.18
Concession - Power	1,224.00	1,248.48	1,279.69
Splash Park - Power	1,000.00	1,020.00	1,045.50
R&M - Building Medical Centre	2,000.00	2,040.00	2,091.00
R&M - Building IODE	2,040.00	2,080.80	2,132.82
R&M - Building Youth Centre	510.00	520.20	533.21
R&M - Community Services	510.00	520.20	533.21
R&M - Admin Buildings	5,100.00	5,202.00	5,332.05
R&M - Admin Heating/Air	510.00	520.20	533.21
R&M - Admin Equipment/Furnishings	510.00	520.20	533.21
R&M - Operational Services	6,830.00	6,966.60	7,140.77
R&M - Parks Building	1,020.00	1,040.40	1,066.41
R&M - Building/Plumbing/Gas Concession	510.00	520.20	533.21
R&M - Electrical Concession	510.00	520.20	533.21
Lands & Buildings Expenses	216,399.08	220,727.06	226,244.66
NET DEFICIT (SURPLUS)	97,609.43	99,723.97	102,419.43

TOWN OF CARSTAIRS BUDGET

2021

GOLF COURSE

The Carstairs Community Golf Course is a 122-acre recreation site located on the northeast boundary of Carstairs. The facility is intended to provide recreation, as well as to attract tourism to the community.

	2021 Budget	2022 Budget	2023 Budget
Annual Member Dues	306,000.00	312,120.00	319,923.00
Merchandise Sales	107,100.00	109,242.00	111,973.05
Driving Range	8,160.00	8,323.20	8,531.28
Green Fees	355,000.00	362,100.00	371,152.50
Bar Sales	240,000.00	244,800.00	250,920.00
Pop Sales	21,420.00	21,848.40	22,394.61
Food Sales	230,000.00	234,600.00	240,465.00
Storage Rentals	2,142.00	2,184.84	2,239.46
Groupon	70,000.00	71,400.00	73,185.00
Tournaments	65,000.00	66,300.00	67,957.50
Cart Rentals	135,000.00	137,700.00	141,142.50
Club Rentals	1,530.00	1,560.60	1,599.62
Other Revenue	3,500.00	3,570.00	3,659.25
Grants	-	-	-
Golf Course Revenue	1,544,852.00	1,575,749.04	1,615,142.77
Wages	793,731.66	809,606.30	829,846.45
Benefits	79,373.17	80,960.63	82,984.65
Freight & Postage	3,060.00	3,121.20	3,199.23
Travel & Subsistence	2,040.00	2,080.80	2,132.82
Training	2,040.00	2,080.80	2,132.82
Telecommunications	6,000.00	6,120.00	6,273.00
Advertising	7,000.00	7,140.00	7,318.50
Tournaments & Events	25,000.00	25,500.00	26,137.50
Memberships	15,000.00	15,300.00	15,682.50
Prof Services - Computer Support	-	-	-
Alarm System Monitoring	1,020.00	1,040.40	1,066.41
Contracted Services	5,000.00	5,100.00	5,227.50
Licenses	11,000.00	11,220.00	11,500.50
Insurance	27,000.00	27,540.00	28,228.50
Waste Control	5,000.00	5,100.00	5,227.50
General Goods & Supplies	93,840.00	95,716.80	98,109.72
Bar Purchases	80,000.00	81,600.00	83,640.00
Pop Purchases	9,180.00	9,363.60	9,597.69
Food Purchases	91,800.00	93,636.00	95,976.90
PPE Clothing/Boots/Gloves	1,020.00	1,040.40	1,066.41
Equipment/Vehicles Parts & Supplies	2,000.00	2,040.00	2,091.00
Fuel	25,500.00	26,010.00	26,660.25

TOWN OF CARSTAIRS BUDGET

2021

Chemicals/Fertilizer	25,000.00	25,500.00	26,137.50
Plants & Shrubs	2,000.00	2,040.00	2,091.00
Tree Replacement	1,020.00	1,040.40	1,066.41
Grounds Material	8,262.00	8,427.24	8,637.92
Gas	10,200.00	10,404.00	10,664.10
Power	25,000.00	25,500.00	26,137.50
Charges for Other Financial Services	13,260.00	13,525.20	13,863.33
R&M- Building	15,610.00	18,922.20	16,320.26
R&M- Equipment	10,200.00	10,404.00	10,664.10
R&M- Machinery	5,100.00	5,202.00	5,332.05
R&M- Irrigation	7,752.00	7,907.04	8,104.72
R&M- Golf Carts	1,020.00	1,040.40	1,066.41
R&M- Vehicle	510.00	520.20	533.21
Equipment Rental/Lease	5,049.00	5,149.98	5,278.73
Contracted Services	33,250.00	33,915.00	34,762.88
General Goods & Supplies - Inventory	-	-	-
Small Tools & Equipment	510.00	520.20	533.21
Construction & Maintenance Materials	5,000.00	5,100.00	5,227.50
Golf Course Expenses	1,454,347.83	1,483,434.79	1,520,520.66
NET DEFICIT (SURPLUS)	(90,504.17)	(92,314.25)	(94,622.11)

TOWN OF CARSTAIRS BUDGET

2021

ARENA

The Arena is a multi-use facility with the primary activities utilizing the ice surface during the winter months. There are a variety of rentals during the summer, as well as housing several community events throughout the year.

	2021 Budget	2022 Budget	2023 Budget
Program & Event Fees	510.00	520.20	533.21
Arena Concession	51,000.00	52,020.00	53,320.50
Advertising Signs	6,120.00	6,242.40	6,398.46
Dance Studio Lease	13,591.50	13,863.33	14,209.91
Crossfit Lease	24,480.00	24,969.60	25,593.84
Facility Rentals	2,550.00	2,601.00	2,666.03
Ice Rentals	140,010.30	142,810.51	146,380.77
Hugh Sutherland School	5,100.00	5,202.00	5,332.05
Mountain View County	88,438.50	90,207.27	92,462.45
MSI Operating	-	-	-
Arena Revenue	331,800.30	338,436.30	346,897.21
Wages	310,677.04	316,890.58	324,812.84
Wages - Concession	22,500.00	22,950.00	23,523.75
Benefits	69,967.18	71,366.52	73,150.68
Training	3,060.00	3,121.20	3,199.23
Freight & Postage	-	-	-
Travel & Subsistence	1,530.00	1,560.60	1,599.62
Telecommunications	3,000.00	3,060.00	3,136.50
Advertising	2,040.00	2,080.80	2,132.82
Fire Alarm System Monitoring	510.00	520.20	533.21
R&M - Ice Plant	5,100.00	5,202.00	5,332.05
R&M - Building	18,360.00	18,727.20	19,195.38
R&M - Zamboni	510.00	520.20	533.21
Insurance	12,698.72	12,952.69	13,276.51
Waste Control	2,040.00	2,080.80	2,132.82
Programs and Events	5,610.00	5,722.20	5,865.26
General Goods & Supplies	11,730.00	11,964.60	12,263.72
Arena Concession	21,420.00	21,848.40	22,394.61
Fuel	1,530.00	1,560.60	1,599.62
Gas	14,000.00	14,280.00	14,637.00
Power	65,000.00	66,300.00	67,957.50
Charges for Other Financial Services	357.00	364.14	373.24
R&M - Equipment	2,040.00	2,080.80	2,132.82
R&M - Ice Plant	20,100.00	20,502.00	21,014.55
R&M - Heating & Air	2,550.00	2,601.00	2,666.03
R&M - Building	5,916.00	6,034.32	6,185.18

TOWN OF CARSTAIRS BUDGET

2021

General Goods & Supplies Inventory	1,530.00	1,560.60	1,599.62
Arena Expenses	603,775.93	615,851.45	631,247.74
NET DEFICIT (SURPLUS)	271,975.64	277,415.15	284,350.53

TOWN OF CARSTAIRS BUDGET

2021

PARKS

The Parks budget includes the repair and maintenance of the Town's sports fields, parks, playgrounds, cemetery, and naturalized areas.

	2021 Budget	2022 Budget	2023 Budget
Ball Diamond Rental	4,080.00	4,161.60	4,265.64
Soccer Field Revenue	1,568.25	1,599.62	1,639.61
Other Revenue	510.00	520.20	533.21
Mountain View County	66,226.28	67,550.81	69,239.58
Provincial Conditional Grant- STEP	-	-	-
Sales of Goods & Services – Cemetery	8,415.00	8,583.30	8,797.88
Perpetual Care Fund – Cemetery	4,590.00	4,681.80	4,798.85
Sales of Goods & Services – Columbarium	2,040.00	2,080.80	2,132.82
Perpetual Care Fund – Columbarium	1,530.00	1,560.60	1,599.62
Mountain View County	1,020.00	1,040.40	1,066.41
Parks Revenue	89,979.53	91,779.13	94,073.60
Wages	238,742.62	243,517.48	249,605.41
Benefits	50,135.95	51,138.67	52,417.14
Freight & Postage	-	-	-
Travel & Subsistence	3,060.00	3,121.20	3,199.23
Training	6,120.00	6,242.40	6,398.46
Telecommunications	2,800.00	2,856.00	2,927.40
Advertising	102.00	104.04	106.64
Memberships	1,224.00	1,248.48	1,279.69
Insurance	4,003.15	4,083.21	4,185.29
Purchased Services	14,400.00	14,688.00	15,055.20
Waste Control	1,530.00	1,560.60	1,599.62
General Goods & Supplies	7,548.00	7,698.96	7,891.43
PPE Clothing/Boots/Gloves	2,040.00	2,080.80	2,132.82
Equipment/Vehicles Parts & Supplies	2,550.00	2,601.00	2,666.03
Fuel	15,300.00	15,606.00	15,996.15
Chemicals/Spray	13,260.00	13,525.20	13,863.33
Plants & Shrubs	7,242.00	7,386.84	7,571.51
Tree Replacement	1,020.00	1,040.40	1,066.41
Grounds Material	5,100.00	5,202.00	5,332.05
Concession - General Goods & Supplies	784.13	799.81	819.80
R&M - Equipment	12,240.00	12,484.80	12,796.92
R&M - Vehicle	5,100.00	5,202.00	5,332.05
Equipment Rental/Lease	3,060.00	3,121.20	3,199.23
Safety	1,530.00	1,560.60	1,599.62
Contracted Services	-	-	-
General Goods & Supplies - Inventory	5,000.00	-	-

TOWN OF CARSTAIRS BUDGET**2021**

Small Tools & Equipment	765.00	780.30	799.81
Construction & Maintenance Materials	3,570.00	3,641.40	3,732.44
Parks Expenses	408,226.85	411,291.39	421,573.67
NET DEFICIT (SURPLUS)	318,247.31	319,512.26	327,500.07

TOWN OF CARSTAIRS BUDGET

2021

CAMPGROUND

The Carstairs Municipal Campground is located on the east edge of Carstairs, at the corner of Centre Street and Highway 2A. The facility is intended to attract tourism to the community as well as to provide a facility for visitors that are attending local events.

	2021 Budget	2022 Budget	2023 Budget
Campground Fees	83,640.00	85,312.80	87,445.62
Shower/Sewer User Fees/Firewood	5,610.00	5,722.20	5,865.26
Campground Revenue	89,250.00	91,035.00	93,310.88
Wages	62,911.96	64,170.20	65,774.46
Benefits	13,211.51	13,475.74	13,812.64
Freight & Postage	-	-	-
Telecommunications	1,575.00	1,606.50	1,646.66
Advertising	510.00	520.20	533.21
Insurance	3,532.96	3,603.62	3,693.71
Waste Control	1,530.00	1,560.60	1,599.62
General Goods & Supplies	3,060.00	3,121.20	3,199.23
Firewood	4,080.00	4,161.60	4,265.64
Equipment/Vehicle Parts & Supplies	306.00	312.12	319.92
Fuel	306.00	312.12	319.92
Gas	1,100.00	1,122.00	1,150.05
Power	5,600.00	5,712.00	5,854.80
Charges for Other Financial Services	357.00	364.14	373.24
R&M - Buildings/Plumbing/Gas	2,040.00	2,080.80	2,132.82
General Goods & Supplies - Inventory	4,080.00	4,161.60	4,265.64
Construction & Maintenance Materials	2,040.00	2,080.80	2,132.82
Campground Expenses	106,240.43	108,365.24	111,074.37
NET DEFICIT (SURPLUS)	16,990.43	17,330.24	17,763.50

TOWN OF CARSTAIRS BUDGET

2021

COMMUNITY HALL

The Community Hall is the Town's primary facility for community use and large gatherings. The facility is utilized by several community groups and organizations.

	2021 Budget	2022 Budget	2023 Budget
Community Hall Revenue	30,600.00	31,212.00	31,992.30
Mountain View County	23,001.00	23,461.02	24,047.55
Community Hall Revenue	53,601.00	54,673.02	56,039.85
Wages	23,885.06	24,362.76	24,971.83
Benefits	5,015.86	5,116.18	5,244.08
Telecommunications	1,400.00	1,428.00	1,463.70
Purchased Repairs & Maintenance	6,120.00	6,242.40	6,398.46
Janitorial	18,360.00	18,727.20	19,195.38
Insurance	7,510.11	7,660.31	7,851.82
Waste Control	2,700.00	2,754.00	2,822.85
General Goods & Supplies	5,100.00	5,202.00	5,332.05
Gas	3,200.00	3,264.00	3,345.60
Power	6,100.00	6,222.00	6,377.55
Purchased Repairs & Maintenance	3,060.00	3,121.20	3,199.23
General Goods & Supplies Inventory	3,060.00	3,121.20	3,199.23
Community Hall Expenses	85,511.03	87,221.25	89,401.78
NET DEFICIT (SURPLUS)	31,910.03	32,548.23	33,361.94

TOWN OF CARSTAIRS BUDGET

2021

LIBRARY

Under the Libraries Act, and established by Bylaw, the Municipal Library Board operates the Library on behalf of the Town. The Town provides funding to Parkland Regional Library System and an operating grant to the Carstairs Library Board.

	2021 Budget	2022 Budget	2023 Budget
Mountain View County Grant	28,866.00	29,443.32	30,179.40
Library Revenue	28,866.00	29,443.32	30,179.40
Wages	12,651.62	12,904.65	13,227.27
Benefits	2,656.84	2,709.98	2,777.73
Purchased Repairs & Maintenance	3,570.00	3,641.40	3,732.44
Bob Clark Library Grant	195,082.00	198,983.64	203,958.23
Parkland Regional Library System	34,858.35	35,555.52	36,444.40
Library Expenses	248,818.81	253,795.19	260,140.07
NET DEFICIT (SURPLUS)	219,952.81	224,351.87	229,960.66

TOWN OF CARSTAIRS BUDGET

2021

**DEPARTMENT
CAPITAL
BUDGETS**

TOWN OF CARSTAIRS BUDGET**2021**

Funding Sources for Capital Projects

Provincial and Federal grants are available each year to assist the municipality to fund major infrastructure projects. The Council has additional options to consider such as reserves, tax or utility funding. The following is a brief explanation of capital project funding source options.

Federal Gas Tax Fund (FGT)

Each year, the federal FGT assists municipalities by providing funding for local infrastructure projects. Funding is provided to the Province, who in turn flows this funding to the municipality. This program has been legislated as a permanent source of Federal infrastructure funding for municipalities. The program is broad-based and allows municipalities to use the funding toward a wide range of projects to meet local priorities.

Municipal Sustainability Initiative (MSI)

Municipalities in Alberta are eligible for funding under the **MSI** program based on the terms set out in long-term funding agreements with the Province. Municipalities determine projects and activities to be funded based on local priorities within the general criteria set out in the program guidelines and are encouraged to take a long-term approach to planning for capital projects.

Reserves/Restricted Surplus

As a means of solid financial planning, Council has created a number of special reserve funds to address both future operational and especially, capital resource needs. These funds address new acquisition and replacement but have general restrictions on use. Through the budget process, the Town will designate funds that have been internally restricted to finance those projects for which the funds have been ear-marked.

Sundry Trust

Sundry trust is an account where funds that have been donated or provided to the Town to be held in trust for a specific purpose are retained.

TOWN OF CARSTAIRS BUDGET**2021**

The following table summarizes the anticipated funding sources for the capital projects for the upcoming year.

FUNDING SOURCES FOR THE YEAR	
Municipal Sustainability Initiative (MSI)	(1,144,765.00)
Federal Gas Tax (FGTF)	(244,116.00)
Total Government Transfers for Capital	(1,388,881.00)
Transfers from reserves	(816,548.07)
Proceeds from new debt	(2,290,087.52)
Local government contributions	(2,000,000.00)
Proceeds on insurance, sale or trade-in of vehicles and equipment	-
Tax funded/User Fees	(225,500.00)
TOTAL FUNDING	(6,721,016.59)

TOWN OF CARSTAIRS BUDGET

2021

Capital Summary Budget

ENGINEERED STRUCTURES PROJECTS		
	Funding	Expenditure
McDonald Close Paving		368,196.30
<i>Funding: Grant</i>	368,196.30	
10 th Avenue (Miltford to Idaho) Paving		609,041.72
<i>Funding: Reserves</i>	124,412.72	
<i>Funding: Grant</i>	484,629.00	
Sidewalk Repairs (Medical Centre & Half Century)		47,000.00
<i>Funding: Tax Funded</i>	47,000.00	
Concrete Swales (Skara Brae, Meadowlark, Carriage Lane)		60,000.00
<i>Funding: Tax Funded</i>	60,000.00	
Water Line Replacement		160,000.00
<i>Funding: Reserves</i>	160,000.00	
ENGINEERING STRUCTURES TOTAL		1,244,238.02
VEHICLES		
	Funding	Expenditure
Fire Department – Emergency Vehicle		290,087.52
<i>Funding: Loan</i>	290,087.52	
VEHICLE TOTAL		290,087.52
BUILDING		
	Funding	Expenditure
Fire Hall		4,000,000.00
<i>Funding: Loan</i>	2,000,000.00	
<i>Funding: County Contribution</i>	2,000,000.00	
BUILDINGS TOTAL		4,000,000.00
MACHINERY & EQUIPMENT PURCHASES		
	Funding	Expenditure
Replace Pump (Pumphouse)		25,000.00
<i>Funding: Reserves</i>	25,000.00	
New Scada System (Pumphouse)		15,000.00
<i>Funding: Reserves</i>	15,000.00	
Tool Cat		60,000.00
<i>Funding: Tax Funded</i>	60,000.00	

TOWN OF CARSTAIRS BUDGET**2021**

Tool Cat Broom	10,500.00
<i>Funding: Tax Funded</i>	<i>10,500.00</i>
Beverage Cart – Golf Course	21,000.00
<i>Funding: User Fees</i>	<i>21,000.00</i>
Track Setter	6,000.00
<i>Funding: Tax Funded</i>	<i>6,000.00</i>
Z-turn Club Cadet	21,000.00
<i>Funding: Tax Funded</i>	<i>21,000.00</i>
MACHINERY & EQUIPMENT TOTAL	158,500.00

TOWN OF CARSTAIRS BUDGET

2021

ENGINEERED STRUCTURES

2021 Capital Projects	
Project Name	McDonald Close Paving
Anticipated Start	2021-05-15
Project Description	Mill & Overlay Asphalt, replace sidewalks, and curb & gutters.
Project Cost	\$368,196.30
Funding Sources	Grant
Rationale for need	This asset is at the end of its useful life.
Asset Number	7130
Project Name	10th Avenue (Miltford to Idaho) Paving
Anticipated Start	2021-05-15
Project Description	Mill & Overlay Asphalt
Project Cost	\$609,041.72
Funding Sources	Reserves/Grant
Rationale for need	This asset is at the end of its useful life
Asset Number	7138, 7137, 7136, 7135, 7134, 7108, 7114, 7236
Project Name	Sidewalk Repairs (Medical Centre & Half Century)
Anticipated Start	2021-07-01
Project Description	Replace Sidewalks
Project Cost	\$47,000.00
Funding Sources	Tax Funded
Rationale for need	Cracks and tripping hazards
Asset Number	
Project Name	Concrete Swales (Skara Brae, Meadowlark, Carriage Lane)
Anticipated Start	2021-07-01
Project Description	Add Swale in Meadowpark and replace Swales at Skara Brae and Carriage Lane
Project Cost	\$60,000.00
Funding Sources	Tax Funded
Rationale for need	Road is breaking up
Asset Number	

TOWN OF CARSTAIRS BUDGET**2021**

Project Name	Water Line Replacement (Memorial)
Anticipated Start	2021-03-15
Project Description	Replace Cast Water Lines
Project Cost	\$160,000.00
Funding Sources	Reserves
Rationale for need	Breaks and replace Cast pipe.
Asset Number	4963, 5111, 8087, 5024

TOWN OF CARSTAIRS BUDGET**2021****VEHICLES**

2021 Capital Purchases	
Project Name	Fire Department – Emergency Vehicle
Anticipated Start	2021-04-01
Project Description	Aerial Refurbishment (completion of 2020 Capital Project)
Project Cost	\$290,087.52
Funding Sources	Loan
Rationale for need	Truck cannot go into service until this is complete
Asset Number	14715

TOWN OF CARSTAIRS BUDGET**2021****BUILDINGS**

2021 Capital Projects	
Project Name	Fire Hall
Anticipated Start	2021-07-01
Project Description	Construction of New Fire Hall
Project Cost	\$4,000,000.00
Funding Sources	Loan/County Contribution
Rationale for need	Out grown current fire hall which is 42 years old
Asset Number	New

TOWN OF CARSTAIRS BUDGET

2021

LAND IMPROVEMENTS

2021 Capital Projects

Project Name

Anticipated Start

Project Description

Project Cost

Funding Sources

Rationale for need

Asset Number

TOWN OF CARSTAIRS BUDGET

2021

MACHINERY & EQUIPMENT

2021 Capital Projects	
Project Name	Pump Replacement (Pumphouse)
Anticipated Start	2021-05-01
Project Description	Remove current pump and motor to replace with a more efficient one.
Project Cost	\$25,000
Funding Sources	Reserves
Rationale for need	Aging pump that has vibration.
Asset Number	10415, 10414
Project Name	New Scada System (Pumphouse)
Anticipated Start	2021-02-01
Project Description	Update Software and equipment
Project Cost	\$15,000.00
Funding Sources	Reserves
Rationale for need	Collect more accurate data and enhance efficiency of pumps.
Asset Number	2937
Project Name	Tool Cat
Anticipated Start	2021-05-01
Project Description	Purchase Tool Cat
Project Cost	\$60,000.00
Funding Sources	Tax Funded
Rationale for need	Multi-purpose vehicle that can accommodate skid steer attachments.
Asset Number	New
Project Name	Tool Cat Broom
Anticipated Start	2021-05-01
Project Description	Purchase Broom for Tool Cat
Project Cost	\$10,500.00
Funding Sources	Tax Funded
Rationale for need	Broom for pathway, sidewalks, roads and parking lots
Asset Number	New

TOWN OF CARSTAIRS BUDGET

2021

Project Name	Beverage Cart (Golf Course)
Anticipated Start	2021-04-01
Project Description	Purchase Beverage Cart
Project Cost	\$21,000.00
Funding Sources	User Fees
Rationale for need	Current Beverage Cart is at the end of its useful life.
Asset Number	14522
Project Name	Track Setter
Anticipated Start	2021-09-01
Project Description	Purchase Equipment to set cross country ski trails.
Project Cost	\$6,000.00
Funding Sources	Tax Funded
Rationale for need	Recreation during the winter
Asset Number	New
Project Name	Z-turn Club Cadet
Anticipated Start	2020-04-01
Project Description	Purchase new Z-turn mower
Project Cost	\$21,000.00
Funding Sources	Tax Funded
Rationale for need	Replace Unit 11 which is at the end of its useful life.
Asset Number	2946



Town of Carstairs,

Hope 4 MVC Kids Society has been helping local families with children in medical need for the past 7 years, and we are excited to announce the details of our fundraising event for 2021!

Please join us at our Be Kind and Rewind Event – An 80's experience For Hope 4 MVC Kids Society, to celebrate 8 years, of being part of your community, at the gorgeous Willow Lane Barn! All COVID-19 protocols current at the time of our event will be adhered to.

Willow Lane was kind enough to donate their facility for your evening.

The perfect event for your Christmas party, company event, date night, or fun night benefiting our cause.

Our event will feature the amazing group Silly Wrabbit.

The evening will also include a silent and live auction featuring unbelievable prizes with all proceeds benefiting Hope 4 MVC Kids Society and children in our community.

Dinner will feature local and mouth-watering Rajapaksa Catering as well as Pulse Entertainment rocking all night long.

We would be most grateful if you could support our organisation by attending our event or by supplying an item for our silent or live auction. Donors will be recognised on our webpage and at the event. We will also be thanking all our donors in the Local media and via Social Media.

We are CRA registered so tax receipts can be provided if required.





If you are unable to attend. We are also looking for sponsors to purchase tickets for 'our families of Hope' that will be sharing their stories at the event. Also, for tickets for our hard-working volunteers.

We are beyond grateful for your continued support as without it we would not have been able to support 75+ families across Mountain View County. We are hoping that we can continue helping families for many years to come. We are 100% volunteer run.

Tickets can be purchased on our webpage at www.hope4mvckids.org and if you wish to donate an auction item please contact Lisa at 403 507 2299 to arrange collection or mail to the above address or email founder@hope4mvckids.org

Kind Regards,

Jennifer Reber

Jennifer Reber
Chair
Hope 4 MVC Kids Society.



From: Jennifer Reber <jennifer.reber@hope4mvckids.org>

Sent: Wednesday, February 24, 2021 10:22 AM

To: Brenda Coles <brendac@carstairs.ca>

Subject: Hope4MVC Kids Society Charity Event

To whom it may concern within the town office of Carstairs,

Hello, my name is Jennifer Reber and I sit on the Hope4MVC Kids Society board. I am reaching out to inform you of our upcoming charity event to be held this November. With awareness and support throughout Mountain View County, we have been able to help more than 75 families in medical need over the last 7 years. We would be honored if you would consider attending. It meant a lot to us to have your council representation at our past fundraiser. This event is a wonderful showcase of the work we are able to do, the families it has impacted, and the continued need. All the details are listed in the attached letter.

Thank you for your consideration.

Sincerely,

Jennifer Reber
Chair

From: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>

Sent: Monday, March 22, 2021 1:43 PM

Cc: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>

Subject: Seniors' Week 2021 Community Declaration Information

For more than 30 years, Alberta has celebrated seniors during the first week in June. Seniors' Week 2021 is June 7-13 and will be kicked off with a provincial launch event co-hosted by Seniors Outreach Program Society on June 7. Seniors' Week is an opportunity to celebrate seniors and to ensure they feel valued by friends, loved ones, and all Albertans.

Attached is a Community Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify the province of your declaration by June 3, 2021, so that this information can be highlighted on the Seniors and Housing website. To register your declaration, please email seniorsinformation@gov.ab.ca.

The Government of Alberta offers an online Events Calendar that can be used to post or view special events for seniors. Please visit the [Seniors' Week website](#) for more information, to download Seniors' Week poster, and to find a [tip sheet](#) on how to celebrate seniors safely in your community!



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 7 – 13, 2021 to be Seniors' Week in

Community

Official Title

Official Signature

A handwritten signature in black ink, appearing to be 'JPon', written over a horizontal line.

The Honourable Josephine Pon, Minister of Seniors and Housing



PROCLAMATION
"Celebrate Arbor Day"
TOWN OF CARSTAIRS ARBOR DAY
MAY 8, 2021

WHEREAS: *Arbor Day is now observed throughout Canada and the world, and*

WHEREAS: *the Arbor Day Committee made up of members of the Community and the Carstairs Ag Society proposes to celebrate Arbor Day in the Town of Carstairs by setting aside a special day for planting trees and have speakers talk to the value of our urban forest and the future, and*

WHEREAS: *trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and*

WHEREAS: *trees are a renewable resource giving us paper, wood for our homes, fuel for fires and countless other wood products, and*

WHEREAS: *trees in our Town, increase property values, enhance the economic vitality of business areas, and beautify our community, and*

WHEREAS: *trees wherever they are planted, are a source of joy and spiritual renewal.*

NOW THEREFORE, *I, Lance Colby, Mayor of the Town of Carstairs, do hereby proclaim May 8, 2021, as Arbor Day In the Town of Carstairs, and I urge all residents to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and I urge all residents to plant trees to promote the well-being of this and future generations.*

Dated this 12th day of April, 2021

Lance Colby, Mayor



Mayoral Proclamation

WHEREAS, 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

WHEREAS, volunteers in the *Town of Carstairs* mentor our children, feed our hungry, comfort our lonely, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in the *Town of Carstairs* have stepped up during the COVID-19 pandemic to support families, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, the *Town of Carstairs'* volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our town's volunteers is that *Carstairs* is a more desirable place to live; and

NOW, THEREFORE, I, *Lance Colby*, Mayor of *Carstairs*, do hereby proclaim April 18-24, 2021, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Dated this 12th day of April, 2021

Lance Colby, Mayor



NATIONAL VOLUNTEER WEEK
APRIL 18-24, 2021

