



REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
MONDAY, APRIL 22, 2024, 7:00 P.M.

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of April 22, 2024  
**Motion:** To adopt the agenda of April 22, 2024

4. ADOPTION OF MINUTES

- a) Adoption of minutes of April 8, 2024(addendum 4.a)  
**Motion:** To adopt the minutes of April 8, 2024



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

7. BYLAWS AND POLICIES

- a) Bylaw No. 872 Transportation of Dangerous Goods Route Bylaw  
(addendum 7.a)



- b) Bylaw No. 2050 Mill Rate Bylaw 2024-Amended (addendum 7.b)



- c) Bylaw No. 2051 Equipment Loan 2024 (addendum 7.c)



8. NEW BUSINESS

- a) Offsite Levy Review

9. COMMITTEE REPORTS

- a) POLICIES & PRIORITIES COMMITTEE  
i) Minutes of the Meeting of April 18, 2024 (addendum 9.a.i)



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

**10. COUNCILOR REPORTS**

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

**11. CORRESPONDENCE**

- a) Seniors Week Declaration (addendum 11.a)



**12. CAO'S REPORT**

**13. COUNCILOR CONCERNS**

**14. PUBLIC QUESTION PERIOD**

**15. MEDIA QUESTION PERIOD**

**16. CLOSED MEETING**

- a) Section 197 of the MGA states that Council and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Privacy (FOIP) (s. 16 to 29).

**17. ADJOURNMENT**

MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, APRIL 8, 2024, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts & Wilcox, Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of Monday, April 8, 2024, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA: Motion 141/24	Motion by Councilor Wilcox to adopt the Regular Council agenda of April 8, 2024, as presented.  CARRIED
ADOPTION OF PREVIOUS MINUTES: Motion 142/24	Motion by Councilor Ratz to adopt the Regular Council minutes of March 25, 2024, as presented.  CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	<b>1. 2024 Budget</b> R. Blair spoke on the 2024 budget. Stating that the overall assessment has increased by \$65,587,050.00, the mill rate will remain the same as in 2023. No questions or concerns were expressed.
Motion 143/24	Motion by Councilor Fricke to approve the Operating Budget for 2024 as presented.  CARRIED
DELEGATIONS:	Nil
BYLAWS & POLICIES:	<b>1. Bylaw No. 2050 Mill Rate 2024</b>
Motion 144/24	Motion by Councilor Ratz to give first reading of Bylaw No. 2050 Mill Rate 2024 as presented.  CARRIED
Motion 145/24	Motion by Councilor Ball to give second reading of Bylaw No. 2050 Mill Rate 2024 as presented.  CARRIED
Motion 146/24	Motion by Councilor Wilcox to move to third and final reading of Bylaw No. 2050 Mill Rate 2024 as presented.  UNANIMOUSLY CARRIED
Motion 147/24	Motion by Councilor Fricke to give third and final reading of Bylaw No. 2050 Mill Rate 2024 as presented.  CARRIED
NEW BUSINESS:	<b>1. 2024 RCMP Policing Priorities</b> Council reviewed the letter of the priorities for 2023
Motion 148/24	Motion by Councilor Roberts to reaffirm the Town of Carstairs top three priorities for 2024 to be <b>1. Increased Visibility &amp; Traffic Safety</b> <b>2. Youth Interaction</b> <b>3. Crime Prevention (Family Violence &amp; Drug Prevention &amp; Education)</b>  CARRIED
COMMITTEE REPORTS:	<b>1. Policies &amp; Priorities Committee</b> -Next meeting April 18, 2024.  <b>2. Mountain View Regional Waste Commission</b> -Next meeting April 22, 2024.  <b>3. Mountain View Regional Water Commission</b> -Next meeting April 15, 2024.  <b>4. Mountain View Seniors' Housing</b> - Councilor Fricke gave a verbal report on the meeting on March 28th, 2024 where the Audit report by RSM Canada was reviewed, as well as the housing report.

Regular Council Meeting – April 8, 2024

Page 2 of 3

The Alberta Government has a public questionnaire to provide feedback on the lodge program. It is open until April 12<sup>th</sup>, and encourages Council to take the time to provide feedback. Next meeting is on May 9, 2024.

5. Red Deer River Municipal Users Group  
-Next meeting TBD

Motion 149/24                      Motion by Councilor Ratz to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:

- Councilor Ball**  
-Nothing to report at this time
- Councilor Fricke**  
-March 28, 2024, attended the MVSH Board Meeting.  
-April 3, 2024, attended the Carstairs Chamber of Commerce meeting. Where they discussed upcoming events such as Beef and Barley Days. The AG Society presented at the Chamber, and there is potential for each organization to support one another. The Carstairs Heritage Centre was in attendance and offered information about their programs. It was interesting to learn that the Heritage Centre also serves as a Visitor Information Centre. The majority of visitors to the Heritage Centre want a map of the town, as well as information and activities. Lori from the town attended the meeting and provided some excellent feedback.
- Councilor Ratz**  
-Nothing to report at this time
- Councilor Roberts**  
-Attended the Interagency meeting  
-April 8, 2024, attended the Masters Draft at the Carstairs Community Golf Club.
- Councilor Wilcox**  
-Attended the Interagency meeting sending kudo to Lori for her work in keeping everyone engaged.  
-April 1, 2024, attended the Moccasin house meeting, stating that culture days are in Carstairs this year.  
-April 5, 2024, attended the Parkland Executive meeting.  
-April 6, 2024, attended the Grand opening of Ruff Start a new doggy day care.
- Deputy Mayor Allan**  
-Nothing to report at this time

Motion 150/24                      Motion by Councilor Ball to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE:

- 1. Arbor Day Proclamation**  
Council reviewed the request for a proclamation designating May 11, 2024 as Arbor Day in Carstairs.

Motion 151/24                      Motion by Councilor Roberts to proclaim annually that every 2<sup>nd</sup> Saturday in May be Arbor Day in Carstairs.

CARRIED

CAO’S REPORT:

- March 26, 2024, met with Kitstone developers to finalize the first draft of water reservoir agreement.
- March 26, 2024 had a Regional Policing kick off meeting. MNP are planning on visiting April 16-18 to meet with all municipalities involved.
- March 28, 2024, attended a Regional CAO meeting discussions regarding MAP and mutual aid agreements.
- April 3, 2024, had regular Planning & Engineering meeting with ISL to discuss Engineering projects, and offsite levy review.
- April 4, 2024, had an onsite meeting with ISL and an architect company for the review of the administration building expansion.
- April 4, 2024, met with Mountain View County CAO Jeff Holmes.
- April 4, 2024, met with Staff Sergeant Browne.
- Update on Projects: TELUS fibre has been run to the building. To be connected soon. Upgrades in council chambers and board room are almost complete. Offsite levy review with ISL is complete. Census is well underway, with doorknocker delivery starting tomorrow. Regional policing study underway. Water reservoir agreement in progress. Reservoir design is behind but to be completed soon. Staff salary grid is complete. Changed benefit provider to begin May 1, 2024. Administrative building expansion process has started.

Regular Council Meeting – April 8, 2024		Page 3 of 3
	-Upcoming Projects: Meeting with Minister Nixon. Housing needs study. New Land-Use Bylaw in the Fall.	
Motion 152/24	Motion by Councilor Ball to accept CAO's Report as information.	CARRIED
COUNCILOR CONCERNS:	1. Councilor Fricke Received a resident inquiry regarding a residential bee program.	
Motion 153/24	Motion by Councilor Wilcox to accept all Councilor Concerns as information.	CARRIED
PUBLIC QUESTION PERIOD:	Nil	
MEDIA QUESTION PERIOD:	Nil	
CLOSED MEETING:	CONFIDENTIAL Section 237 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).	
Motion 154/24	Motion by Councilor Wilcox that Council close the meeting to the public to discuss third party privacy as per Section 16 of FOIP at 7:44 p.m.	CARRIED
Motion 155/24	Motion by Councilor Fricke to come out of the closed meeting session at 7:56 p.m.	CARRIED
NEXT MEETING:	Monday, April 22, 2024 at 7:00 p.m.	
ADJOURNMENT:		
Motion 156/24	Motion by Councilor Roberts to adjourn the meeting of April 8, 2024, at 7:57 p.m.	CARRIED

\_\_\_\_\_  
Dean Allan, Deputy Mayor

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

**Bylaw No. 872-Amended**

**BEING** a Bylaw of the Town of Carstairs in the Province of Alberta, to regulate the Transportation of Dangerous Goods

**WHEREAS**, the Town of Carstairs is empowered by the ***Dangerous Goods Transportation and Handling Act***, RSA 2000, Chapter D-4, and amendments thereto, to regulate the transportation of dangerous goods within the corporate limits;

**AND WHEREAS**, in the interest of public safety the Town is desirous of restricting vehicles transporting dangerous goods to Dangerous Goods Routes as much as possible;

**NOW THEREFORE**, 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:

1. This bylaw may be cited as the **“Transportation of Dangerous Goods Route Bylaw”**.
2. Definitions contained in the Dangerous Goods Transportation and Handling Act as applicable and the definitions of the Traffic Safety Act, RSA 2000, Chapter T-6 are adopted for the purposes of the interpretation and the application of this bylaw.
3. In this Bylaw:
  - a. **‘Carrier’** means any person transporting dangerous goods in, into, through or out of Town by any vehicle;
  - b. **‘Business District’** means that portion of town contained within the boundaries described under Business District in Schedule ‘A’ attached to and forming part of this Bylaw;
  - c. **‘Dangerous Goods’** means dangerous goods ~~for which placards are required by the Dangerous Goods Transportation and Handling Act~~; in placard able quantities.
  - d. **‘Placard able Quantities’** means:
    - i. a consignment of dangerous goods in a quantity that requires placard(s) pursuant to the Transportation of Dangerous Goods Regulations; or
    - ii. an intermediate bulk container displaying labels pursuant to Section 4.15.3(c) of the Transportation of Dangerous Goods Regulations, SOR/2001-286, as amended.
  - e. **‘Dangerous Goods Route Signs’** means those signs identified in Schedule ‘B’ attached to and forming part of this bylaw which may be posted with Dangerous Goods Route signs;
  - f. **‘Dangerous Goods Route’** means any highway so designated in Schedule-~~‘B’~~ **A** attached to and forming part of this bylaw which may be posted with Dangerous Goods Route signs;
  - g. **‘Peace Officer’** means a member of the Royal Canadian Mounted Police, ~~Bylaw Officer & Community Peace Officer~~
  - h. **‘Service Station or Repair Depot’** means any premises licensed for the purpose of dispensing fuel or carrying out mechanical repairs;
  - i. **‘Town’** means the corporation of the Town of Carstairs or the area contained within the boundaries of the Town, as the context may require;
  - j. **‘Truck Route’** means a truck route as defined by the Town of Carstairs;
  - k. **‘Vehicle Storage Locations’** means any area which is at least one hundred and fifty (150) metres away from the nearest residential, institutional or assembly occupancy and has been accepted by the Fire Chief or an official designated by the Municipality.
4. Subject to this bylaw, all trucks transporting dangerous goods are also subject to the Truck Route Bylaw as amended from time to time.
5. Subject to Section 7, no carrier shall transport dangerous goods other than on a Dangerous Goods Route except:
  - a. to obtain or deliver dangerous goods from or to a location off a Dangerous Goods Route or to gain access to a vehicle storage location, in which event he/she shall:
    - i. proceed on a Dangerous Goods Route to the truck route which forms the most direct route to the collection or delivery point or the vehicle storage location;
    - ii. proceed on the truck route specified in (i) directly to the collection or delivery point, the vehicle storage location or to the street which forms the most direct route thereto;
    - iii. if applicable, proceed on the street specified in (ii) directly to the collection or delivery

point of the vehicle storage location, and

- iv. return to the Dangerous Goods Route on the same street and truck route; or
  - b. to obtain emergency repairs or service at the nearest service station or repair depot located on a truck route as described in the Truck Route descriptions.
6. No carrier shall stop within the Town except:
- a. in compliance with a peace officer, an inspector or a traffic control device;
  - b. to load or unload;
  - c. to repair or refuel the vehicle; or
  - d. at a vehicle storage location.
7. Notwithstanding Section 5 a. and b. no carrier shall transport dangerous goods in the Business District except to obtain or deliver dangerous goods from or to a location in the Business District.
- a. No carrier shall transport dangerous goods in the Business District in any combination of vehicles that includes a trailer except a single trailer attached to a truck tractor.
  - b. No carrier shall transport dangerous goods to the Business District between the hours of 1800 and 0600, Sunday to Saturday, both inclusively.
8. A carrier shall, when requested to do so by a peace officer, produce for such officer's inspection, the shipping document showing the description, ~~origin and destination~~ of all consignments of dangerous goods being transported. **Unless such shipping documents are not required when exempted by the Transportation of Dangerous Goods Regulations.**
- a. Particulars obtained by a peace officer from a shipping document produced under Subsection 1 and submitted by him/her in evidence in Court shall be prima facie proof of the particulars therein without proof of signature or official capacity of the person signing the shipping document.
9. Any carrier violating any of the provision of Section 5, 6 or 7, or any other person responsible for such violation is guilty of an offense and liable to a penalty not exceeding One Thousand Dollars (\$1,000.00) exclusive of costs, or in the case of non-payment of fine and costs imposed, to Bylaw No. 872 imprisonment for a period not exceeding thirty (30) days unless such fine and costs are sooner paid.
10. Where a peace officer ~~or Bylaw Enforcement Officer of the Town of Carstairs, in the Province of Alberta,~~ believes that a person has contravened a provision of this bylaw, he/she may serve upon or mail such person a tag.
- a. The tag shall be in such form as the Town determines and shall indicate therein the date of the offence, the time of the offence, the place where the offence occurred and the section of the bylaw which was contravened.
  - b. Upon the issuance of a tag for a breach of Sections 5, 6 or 7 of this bylaw, the penalty of two hundred dollars (\$200.00) shall apply.
  - c. Notwithstanding the other provisions of this section, a person to whom a tag is served or mailed pursuant to Subsection 2 may exercise the right to defend any charge of a contravention of any of the provisions of this bylaw indicated on the tag.
  - d. A person authorized to issue a tag as provided in Subsection 1, is not required to issue a tag in respect of a contravention if, in his/her sole discretion, it seems expedient to him/her to issue a summons prosecuting the offence instead of issuing a tag.
11. Bylaw No. 753 is hereby **repealed** and this Bylaw shall come into force and effect upon the commencement of the second month following the third and final reading thereof.
12. This Bylaw does not come into force until it is approved by the Minister responsible for Alberta Transportation, or delegated representative.

**READ A FIRST TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

**READ A SECOND TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

**APPROVED BY THE MINISTER RESPONSIBLE FOR ALBERTA TRANSPORTATION, OR DELEGATED REPRESENTATIVE.**

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 202 \_\_\_\_\_

\_\_\_\_\_  
Signature

READ A THIRD AND FINAL TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024

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

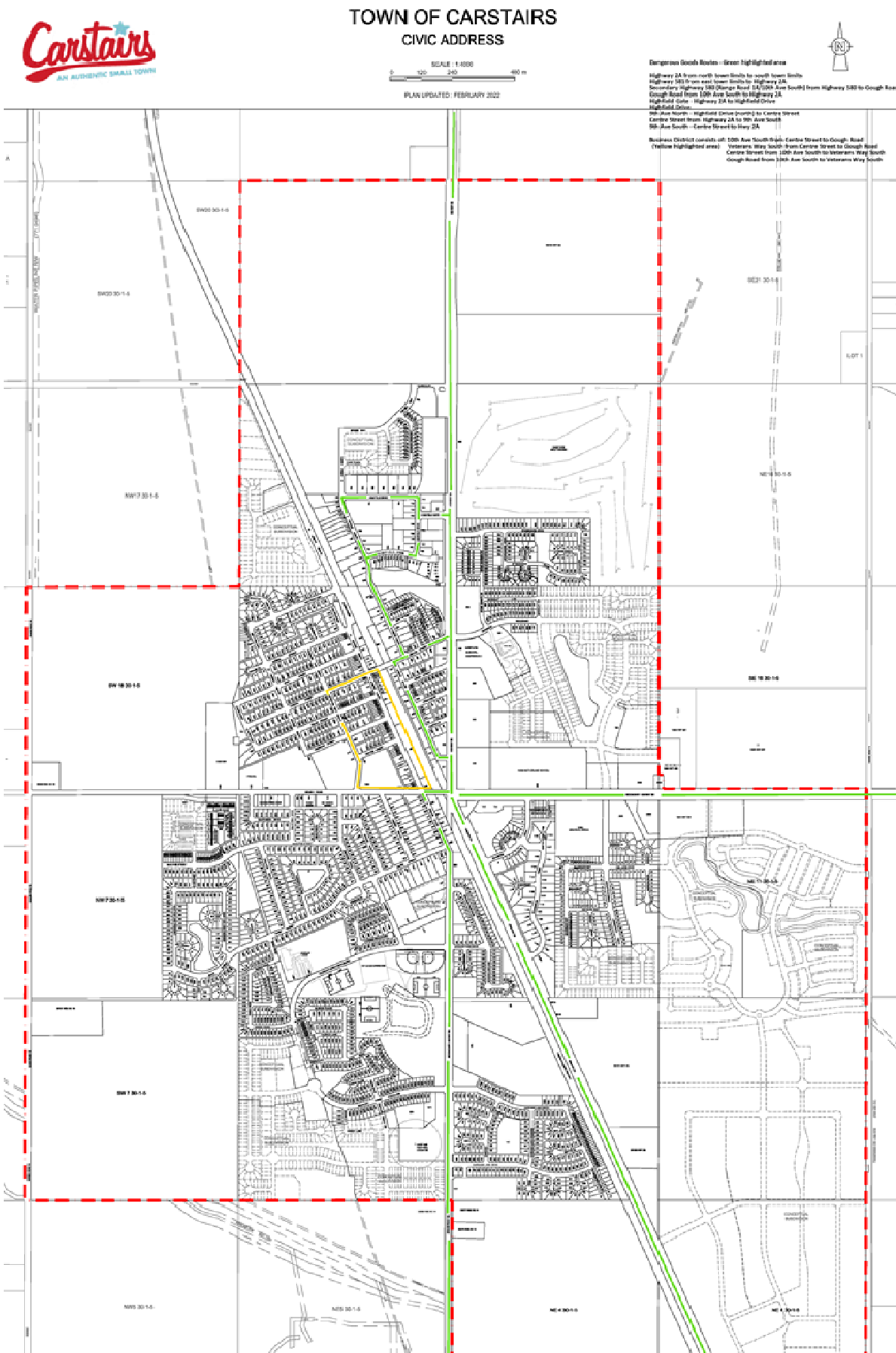
\_\_\_\_\_  
Rick Blair, CAO



SCHEDULE 'A'  
BYLAW NO. 872

DANGEROUS GOODS ROUTES

THOROUGHFARE	FROM	TO
1. Highway 2A	North Town Limits	South Town Limits
2. Highway 581	East Town Limits	Highway 2A



SCHEDULE 'B'  
BYLAW NO. 872

DANGEROUS GOODS ROUTES SIGNS

DANGEROUS GOODS ROUTE SIGNS

Dangerous Goods Route Signs will be used to indicate regulations solely to the movement on streets and highways of vehicles classified as dangerous goods carriers.

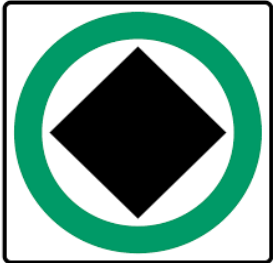
DANGEROUS GOODS ROUTE SIGN (RB-69)

The Dangerous Goods Route Sign indicates dangerous goods carriers, as prescribed by legislation, are permitted to travel along a street or highway.

The sign shall be supplemented with proper advance and directional arrows (1B-5 to 1B-9) to indicate a turn or a change in the direction of a designated route. Advance turn arrows shall be installed at a point not less than fifty (50) metres or more than one hundred fifty (150) metres in advance of an intersection where the route changes direction.

The tab sign (RB-69) may be used for an educational period.

The signs shall be reflectorized or illuminated to show the same color and shape by night or by day.



60 x 60 cm

DANGEROUS  
GOODS ROUTE

60 X 30 cm

DANGEROUS GOODS PROHIBITION SIGN (RB-70)

The Dangerous Goods Prohibition Sign indicates that dangerous goods carriers, as prescribed by legislation, are prohibited from traveling upon a street or highway.

The sign will be installed along the street or highway on which the dangerous goods carrier are prohibited, at the point at which such street or highway intersects a Dangerous Goods Route, to prohibit the illegal entry of these vehicles.

The tab sign (RB-70) may be used for an educational period.

The signs shall be reflectorized or illuminated to show the same color and shape by night or by day.



60 x 60 cm

DANGEROUS  
GOODS CARRIERS  
PROHIBITED

Educational or information sign



Monitoring and Compliance  
Main Floor, Twin Atria Building  
4999-98 Avenue  
Edmonton, Alberta T6B 2X3  
Canada  
Telephone: 1-800-272-9600 (opt.1)  
[www.alberta.ca](http://www.alberta.ca)

March 9, 2024

Rob McKay  
Director of Emergency Services  
Town of Carstairs

Dear Rob McKay:

**Subject: Town of Carstairs Transportation of Dangerous Goods Route Bylaw #872 and map Draft**

Thank you for submitting the draft version of Bylaw 872 and its amended map. There are no amendments required for Bylaw 872 and amended map, as written, to receive approval by the Minister for Transportation and Economic Corridors (TEC) or designate. Given that Bylaw 872 has been reviewed for approval, the Town of Carstairs may facilitate the approval process by completing the three readings, then mailing two (2) true copies (with necessary signatures) for approval and signature by the Minister or delegate. The Town of Carstairs will receive one signed copy with a letter of approval, and one copy will be retained for TEC's records.

Please mail to:  
Attention: Taryn Hedstrom, Alberta EDGE  
Transportation and Economic Corridors  
Main Floor, Twin Atria Building  
4999-98 Avenue  
Edmonton, Alberta  
T6B 2X3

Alternatively, an electronic version of the bylaw with electronic signatures can be email to [EDGE@gov.ab.ca](mailto:EDGE@gov.ab.ca).

For assistance or for any other transportation of dangerous goods questions, please contact Alberta EDGE at 1-800-272-9600 (opt.1) (24-hour number) and a Regulatory Compliance Officer will assist you.

Yours truly,  
**Taryn Hedstrom**  
Regulatory Compliance Officer  
Alberta EDGE (Environmental and Dangerous Goods Emergencies)  
Monitoring and Compliance  
Transportation and Economic Corridors  
Government of Alberta

Bylaw No. 2050 - Amended

**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 2024.

**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 8, 2024; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Carstairs for 2024 total \$16,935,594.93; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$9,138,734.11; **\$2,488,099.23 Requisitions, and the balance of \$5,308,761.59 is to be raised by general municipal taxation; and**

**WHEREAS**, the Requisitions and Policing Funding Model are:

Alberta School Foundation Fund (ASFF)	
Residential	1,910,779.85
Non-residential	255,531.81
Mountain View Seniors Housing Authority	
	320,858.00
Mountain View Regional Waste Commission	
	56,110.00
Policing	
	292,394.00
Designated Industrial Properties	
	929.57

**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	793,941,600
Non-residential	71,295,350
Special Residential	4,223,000
Machinery & Equipment	108,330
Continuing Care (Lodges)	5,753,000
Exempt Property	47,092,000
	<b>\$922,413,280</b>

**NOW THEREFORE**, under the authority of the Municipal Government Act, the Council of the Town of Carstairs, in the Province of Alberta, enacts as follows:

That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on assessed value of all property as shown on the assessment roll of the Town of Carstairs:

	Tax Levy Required	Assessment	Mill Rate	Tax Rate
<b>General Municipal</b>				
Residential	4,366,678.80	793,941,600.00	5.50000	0.005500
Non-Residential	592,678.24	71,295,350.00	8.31300	0.008313
Machinery & Equipment	900.55	108,330.00	8.31300	0.008313
Special Vacant Res	0.00	4,223,000.00	0.00000	0.000000
<b>Alberta School Foundation Fund</b>				
Residential	1,910,779.85	798,164,600.00	2.39397	0.002394
Non-Residential	255,531.81	71,295,350.00	3.58413	0.003584
<b>Mountain View Seniors Housing Authority</b>	320,858.00	869,568,280.00	0.36899	0.000369
<b>Mountain View Regional Waste Commission</b>	56,110.00	869,568,280.00	0.06453	0.000065
<b>Policing</b>	292,394.00	869,568,280.00	0.33625	0.000336
<b>Designated Industrial</b>	929.57	12,151,280.00	0.07650	0.000077

~~Bylaw 2041-2023 Mill Rate Bylaw is repealed.~~

This Bylaw shall take effect on the date of the third and final reading.

**READ A FIRST TIME THIS 22<sup>nd</sup> DAY OF APRIL A.D., 2024.**

**READ A SECOND TIME THIS 22<sup>nd</sup> DAY OF APRIL A.D., 2024.**

**UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 22<sup>nd</sup> DAY OF APRIL A.D., 2024.**

**READ A THIRD AND FINAL TIME THIS 22<sup>nd</sup> DAY OF APRIL A.D., 2024.**

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

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

Bylaw No. 2051

**BEING** a Bylaw of the Town of Carstairs in the Province of Alberta, the purpose of this Bylaw is to authorize the Council of the Municipality to incur indebtedness by the issuance of loan(s) or debenture(s) in the amount of \$500,912.33 for 2024 Equipment purchases.

**WHEREAS** the Council of the Municipality has decided to issue a Bylaw pursuant to Section 253 of the *Municipal Government Act* to authorize the financing, undertaking, and purchase of Equipment.

**WHEREAS** plans and specifications have been prepared and the total cost of the project is estimated to be \$500,912.33 and the Municipality estimates the following contributions will be applied to the projects:

Loan	\$500,912.33
Total Cost	\$500,912.33

**WHEREAS** in order to complete the project it will be necessary for the Municipality to borrow the sum of \$500,912.33 for a period of five (5) years, from the Alberta Treasury Board and Finance or another authorized financial institution by the issuance of debentures and on the terms and conditions referred to in this Bylaw;

**WHEREAS** the estimated lifetime of the project financed under this Bylaw is equal to, or more than ten (10) years;

**WHEREAS** the principal amount of the outstanding debt of the Municipality on December 31, 2023, is \$2,942,806 no part of the principal or interest is in arrears;

**WHEREAS** all required approvals for the project have been obtained and the project is in compliance with all *Acts and Regulations* of the Province of Alberta.

**NOW THEREFORE** the Council of the Municipality duly assembled, enacts as follows:

1. This Bylaw shall be named “**The Borrowing Bylaw - 2024 Equipment Loan**”.
2. That for Equipment Purchases the sum of Five Hundred Thousand Nine Hundred and Twelve dollars and Thirty-three cents (\$500,912.33) be borrowed from the Alberta Treasury Board and Finance or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$500,912.33 is to be paid by the Municipality at large.
3. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the purpose of purchasing Equipment.
4. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed five (5) years, calculated at a rate not exceeding the interest rate fixed by Alberta Treasury Board and Finance or another authorized financial institution, on the date of the borrowing and not to exceed nine (9) percent.
5. The Municipality shall levy and raise each year municipal taxes sufficient to pay the indebtedness.
6. The indebtedness shall be contracted on the credit and security of the Municipality.
7. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
8. This Bylaw comes into force and effect from the first day after the date of the third reading thereof.

**READ A FIRST TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

**READ A SECOND TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

**UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

**READ A THIRD AND FINAL TIME THIS 22<sup>ND</sup> DAY OF APRIL A.D., 2024**

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

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



**MINUTES OF THE POLICIES & PRIORITIES COMMITTEE MEETING  
THURSDAY, APRIL 18, 2024, 1:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**IN ATTENDANCE:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts & Wilcox, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

**ABSENT:** Nil

**CALL TO ORDER:** Mayor Colby called the meeting of Thursday, April 18, 2024, to order at 1:05 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:** Motion by Councilor Ball to adopt the Policies & Priorities Committee meeting agenda of April 18, 2024, as presented.

**CARRIED**

**ADOPTION OF MINUTES:** Motion by Councilor Ratz to adopt the Policies & Priorities minutes of March 21, 2024, as presented.

**CARRIED**

**DELEGATION-IN CAMERA:** **CONFIDENTIAL** *Section 237 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).*

Motion by Councilor Ball that Council close the meeting to the public to discuss Public Safety as per Section 19 of FOIP at 1:06 p.m.

**CARRIED**

Motion by Councilor Allan to come out of the closed meeting session at 2:27 p.m.

**CARRIED**

**UNFINISHED BUSINESS:** Nil

**BYLAWS & POLICIES:** Nil

**NEW BUSINESS:** Nil

**REPORTS:**

**1. Development Reports**

CAO Blair provided an update on the Development Reports for 2024. So far, there have been 16 new home starts and 33 compliances. R. Blair also gave an update on the following subdivisions: Kitstone, Mandalay, Scarlett Ranch and Links. Kitstone developers are waiting to install deep utilities. Negotiations with water reservoir agreement are ongoing. Holding off on signing development agreements until the finalization of the offsite levy review. Scarlett Ranch looking at developing Phase 6. Links to begin development once ground dries up.

a. Building Permit Listing

b. Compliance Listing

**2. City Wide Protective Services Monthly Reports**

The Committee evaluated the following monthly reports for the Month of March 2024.

**Policies & Priorities Committee Meeting – April 18, 2024**

**Page 2 of 2**

- a. Fire Reports.
- b. Bylaw Reports.

**3. Emergency Services**

The Committee reviewed the following reports.

- a. Carstairs Emergency Management Agency (CEMA) Report
- b. Emergency Services Report

**4. Quarterly Reports**

The Committee reviewed the following reports.

- a. Carstairs Memorial Arena-Utilization
- b. Carstairs Community Hall-Utilization
- c. Business License Listing

Motion by Councilor Allan to accept all reports as information.

**CARRIED**

**GENERAL DISCUSSION:**

- Housing needs assessment is underway
- Fibre is now run to the administrative building, TELUS will install it on April 29
- Census underway and going well at 40% completion
- Water meter upgrades are underway
- Delivery of LUCAS machine a portable CPR machine to Fire Department
- AED has been installed in the administrative office.
- Email from Minor ball to donate piece of land rather than portable unit.
- Discussion of multi-family homes in the area

**NEXT MEETING:**

May 16, 2024

**ADJOURNMENT:**

Motion by Councilor Ball to adjourn the meeting of April 18, 2024, at 3:00 p.m.

**CARRIED**

---

**Lance Colby, Mayor**

---

**Rick Blair, CAO**



# DECLARATION

---

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 3 – 9, 2024 to be Seniors' Week in

Community

Official Title

Official Signature

A handwritten signature in black ink, appearing to be "J. Nixon", written over a horizontal line.

The Honourable Jason Nixon; Minister of Seniors, Community and Social Services