



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

Page

1. CALL TO ORDER

2. ADDED ITEMS

- a) Financial Update to New Business 8.c

3. ADOPTION OF AGENDA

- a) Adoption of agenda of June 10, 2024
Motion: To adopt the agenda of June 10, 2024

4. ADOPTION OF MINUTES

- 3 - 5
- a) Adoption of minutes of May 27, 2024 (addendum 4.a)
Motion: To adopt the minutes of May 27, 2024



5. BUSINESS ARISING FROM PREVIOUS MEETING

- 6 - 7
- a) Regional Policing Study Update (addendum 5.a)



6. DELEGATIONS

7. BYLAWS AND POLICIES

- 8 - 13
- a) Beekeeping application form(addendum 7.a)




8. NEW BUSINESS

- a) Richard Dais Scholarship 2024
- b) Citizenship Award 2024
- c) Financial Update

9. COMMITTEE REPORTS

- a) POLICIES & PRIORITIES COMMITTEE
- b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION

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- c) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- d) MOUNTAIN VIEW SENIORS HOUSING
 - i)  Key Messages (addendum 9.a.i)
- 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

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11. CORRESPONDENCE

- a)  Kiwanis Music Festival Letter (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, MAY 27, 2024, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, & Roberts, Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair & Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby, Councilor Wilcox

CALL TO ORDER: Deputy Mayor Allan called the meeting of Monday, May 27, 2024, to order at 7:01 p.m.

ADDED ITEMS: **1. MVRWSC Open House Invitation to 11.b Correspondence.**

ADOPTION OF AGENDA:
Motion 204/24 Motion by Councilor Ball to adopt the Regular Council agenda of May 27, 2024, as amended.

CARRIED

ADOPTION OF PREVIOUS MINUTES:
Motion 205/24 Motion by Councilor Fricke to adopt the Regular Council minutes of May 13, 2024, as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS: **1. Carstairs Heritage Festival-Pam Montgomery & Bob Green**

Mayor Colby arrived at 7:02 p.m.

P. Montgomery and B. Green provided Council with an update on the upcoming Carstairs Heritage Festival on June 2, 2024. P. Montgomery would like to personally thank Council for the Volunteer Appreciation Dinner and the flowers she got following her husband's death this winter. P. Montgomery also offered an update on the health of Heritage Festival Liaison Sharon Lampitt, who is currently recovering from a fall. According to P. Montgomery, S. Lampitt conducted all of the fundraising this year and is responsible for the entire success. So far, the festival has 70 volunteers and 120 performers, not counting 100 highland dancers for the competition. The festival is spreading quickly through word of mouth. There will be a larger market and more food trucks, and the community has given a strong response.

B. Green claims that, despite S. Lampitt's best efforts, they fell short of their fundraising goal and are seeking Council assistance. Proposing that Council support four bands for \$750 each, as well as fund the volunteer and pipers' lunch for \$1500. A total of \$4500.

Councilor Fricke inquires whether they found the fundraising difficult this year, to which B. Green confirms. Councilor Fricke expresses gratitude for all of the tireless work that went into organizing such a fantastic occasion. Supporting what is approved in the budget for the Heritage Festival.

Councilor Ball compliments everyone for a fantastic job with the event, especially Sharon.

Councilor Ratz states that it is an amazing and dedicated committee.

Councilor Roberts expressed his excitement for attending the festival.

Councilor Allan echoed.

Mayor Colby praises the committee for their hard work; the festival brings a lot of attention to our town and is a terrific way to bring everyone together. Indicating that his uniform will be ready.

Motion 206/24 Motion by Councilor Roberts to accept the delegation from the Carstairs Heritage Festival as information and to sponsor four Pipe Bands at \$750 each and fund the volunteer and piper lunch for \$1500 for a total of \$4500 for the June 2, 2024 festival.

CARRIED

BYLAWS & POLICIES:

1. Bylaw No.1062 Traffic Bylaw-Amended

The amended Bylaw was reviewed at the most recent Policy and Priorities Committee meeting.

Motion 207/24

Motion by Councilor Ball to give first reading of Bylaw No. 1062 Traffic Bylaw, as amended.

CARRIED

Motion 208/24

Motion by Councilor Fricke to give second reading of Bylaw No. 1062 Traffic Bylaw, as amended.

CARRIED

Motion 209/24

Motion by Councilor Allan to move to third and final reading of Bylaw No. 1062 Traffic Bylaw, as amended.

UNANIMOUSLY CARRIED

Motion 210/24

Motion by Councilor Roberts to give third and final reading of Bylaw No. 1062 Traffic Bylaw, as amended.

CARRIED

NEW BUSINESS:

1. RCMP Quarterly Reports

Council reviewed the reports. CAO Blair inquired whether Council wanted Staff Sergeant Browne and the New Commander to address Council. It was agreed to arrange for the RCMP to attend the next available Council meeting.

Motion 211/24

Motion by Councilor Ratz to accept RCMP Quarterly reports as information.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

-Council reviewed the meeting minutes of May 16, 2024.

2. Mountain View Regional Waste Commission

-Next Meeting June 22, 2024.

3. Mountain View Regional Water Commission

-Next meeting June 19, 2024. As of right now the drought risk has subsided.

4. Mountain View Seniors' Housing

-Next meeting June 13, 2024.

5. Red Deer River Municipal Users Group

-Next meeting TBD

Motion 212/24

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

-May 16, 2024, attended Policies & Priorities Committee Meeting.

Councilor Ball

-Happy to be out farming.

Councilor Fricke

-May 16, 2024, attended Policies & Priorities Committee Meeting.

-May 25, 2024, attended Aggie Days at the Carstairs Curling Rink.

-May 26, 2024, attended the Carstairs Fire Department Open House, which was very well attended.

Councilor Ratz

-May 15, 2024, attended the Heritage Festival Committee Meeting.

-May 16, 2024, attended Policies & Priorities Committee Meeting.

-May 26, 2024, attended the Carstairs Fire Department Open House.

Councilor Roberts

-May 16, 2024, attended Policies & Priorities Committee Meeting.

-May 24-25, 2024, attended Aggie Days at the Carstairs Curling Rink.

-May 26, 2024, attended the Carstairs Fire Department Open House.

Councilor Wilcox

-Absent.

Mayor Colby

-May 16, 2024, attended Policies & Priorities Committee Meeting.

-May 26, 2024, attended the Carstairs Fire Department Open House.

Motion 213/24

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

CARRIED

CORRESPONDENCE:

1. HSS After-Grad Request

Council reviewed the letter of request.

Regular Council Meeting – May 27, 2024

Motion 214/24 Motion by Councilor Allan to accept the After-Grad request as information and direct administration to facilitate the request.

CARRIED

2. MVRWSC Open House Invitation

Mayor Colby spoke to the invitation, emphasizing the importance of the Council taking a tour on June 19, 2024.

Motion 215/24 Motion by Councilor Ratz to accept the MVRWSC Open House Invitation as information.

CARRIED

CAO’S REPORT:

- May 16, 2024, met with MLT Aikens regarding Reservoir agreement.
- May 27, 2024, met with Principal Dean Nielsen regarding the new dance academy and proposed schedule for the hockey academy, as well as the safety and traffic issues with the schools bus loop.
- Signed a contract with MeterCor for the pilot project for new water meters. Which all came in under budget.
- Signed and issued a purchase offer for the new Fire Rescue truck. Working on scheduling arrival.
- Working with residents of Stonegarden with waterline easements.
- Collecting data from CPOs and Bylaw to identify gaps in services as well as evaluating the new schedule. Once information is gathered, administration will make a recommendations to Council regarding levels of service.
- Ball hockey tournament will go ahead this year using Veterans Way instead of Main Street.
- Census is 85% complete, with a population of 4523. An average of 2.7 people per household.
- TELUS fibre is now installed and running.

Motion 216/24 Motion by Councilor Allan to accept CAO’s Report as information.

CARRIED

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD:

1. Erik Vester

Question about the new water meters: since it is a live feed, are they able to detect leaks and will residents be notified of any problems? CAO Blair explained that the meters are not live feeds but are downloaded daily, and that residents will be contacted if any leaks are identified.

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING:

Nil

NEXT MEETING:

Monday, June 10, 2024 at 7:00 p.m.

ADJOURNMENT:

Motion 217/24 Motion by Councilor Ball to adjourn the meeting of May 27, 2024, at 7:31 p.m.

CARRIED

Lance Colby, Mayor

Rick Blair, CAO



STATUS REPORT			
Submitted to:	Rick Blair and the Regional Committee	Project Status	
Project Phase:	Current State Assessment	Green Light:	Project work is on target
Reporting Period:	April 15, 2024, to May 30, 2024	Yellow Light:	Project is experiencing some delays. Delivery dates may be at risk if issues not resolved
Project Manager:	Chris Manuel	Red Light:	Project is experiencing significant delays. Delivery dates at risk.
Work Accomplished This Period:			
<ul style="list-style-type: none"> Completed several stakeholder interviews and focus groups with the Town of Didsbury, Town of Crossfield, Town of Carstairs, Didsbury RCMP, and Southern Alberta District RCMP Assigned an MNP Analyst (Bri Thompson) and a Senior Consultant (Chartina Nahorniak) to the MNP project Team Developed the Data Collection Framework Identified, collected, and began analysis of community profile information for the Town of Didsbury, Town of Crossfield, Town of Carstairs, Mountainview County, and the Village of Cremona Initiated research into regional policing best practices and innovative approaches Collected and evaluated policing benchmarking data for each community 			
Work Planned But Not Accomplished:			
<ul style="list-style-type: none"> Additional interviews/focus groups are required to complete the stakeholder engagement. These include engaging with stakeholders from Mountainview County, the Village of Cremona, and previously unavailable contacts from the other municipalities. MNP is targeting to complete these engagements between June 5th to 14th 			
Data Requested but Not Yet Received			
N/A			
Key Dates:			
<ul style="list-style-type: none"> Next Status Update: June 14, 2024 Final report May 25, 2024 			
Planned Activities for the Next Status Period (May 31 – June 14, 2024):			
<ul style="list-style-type: none"> Conclusion of the Stakeholder Engagement Detailed Data Request for Operational Data will be submitted to the RCMP 			



STATUS REPORT

Comments

There were scheduling difficulties at MNP through May that impacted our ability to complete stakeholder engagement with Mountainview County and the Village of Cremona. Time has been set aside to ensure these interviews/focus groups are completed by June 14, 2024 (subject to participant availability). In the meantime, several research and analysis activities have been underway allowing the overall timeline of expected deliverables to remain on schedule. The MNP Project Manager will ensure moving forward that Bi-Weekly updates are submitted to the Regional Committee as expected.



Residential Urban Beekeeping Application Form

Applicant Contact Information

Name:

Address:

Email Address:

Phone:

Property Owner Consent

Are you the registered owner of the property? Yes No

If no, provide written permission from the property owner.

Property Owner Information

Name:

Address:

Email Address:

Phone:

Is the property part of a registered condominium association? Yes No

If yes, a copy of the letter of agreement between the condo board and the beekeeper must be provided.

Beehive Location Information

Does your property abut a pathway/public open space? Yes No

Is the rear yard fully fenced? Yes No

Is the fencing 2m (6.56 ft)? Yes No

If no, will the hive be located 2m above ground? Yes No

Provide a site photo or drawing with setbacks clearly marked.

March 2024



Training Requirement

Have you completed a beekeeper course? Yes No

If no, see attached list of approved Beekeeping courses.

If yes, attach a copy of the certificate and provide the following information.

Session location:

Session date:

Session instructor:

Beekeepers in their first year are recommended to have the support and assistance of an experienced beekeeper.

Guidelines

Setback requirements

- Hives shall only be located in the rear of the property.
- Hives shall be located 3 m from all property lines.

Hives

- Properties shall house one active hive.
- Hive entrances must be directed away from adjacent properties.
- A hive must include a bottom board, a hive cover, and a maximum of four (4) supers. The Hive must not measure more than 127 cm (50 in.) x 51 cm (20 in.) x 51 cm (20 in.)

Standard of Care

- Beekeepers shall adhere to good management and husbandry practices and maintain bees in such a condition as to prevent swarming, aggressive behaviors and disease.
- Bees have adequate water to deter them from seeking water elsewhere.
- Register the hive with the Provincial Apiculturist pursuant to the Alberta Bee Act.
- Obtain a Premises Identification number from the Provincial Apiculturist.
- Beekeepers must comply with the Bee Act and Animal Health Act.

Neighbor Notifications

- Every beekeeping applicant must notify all adjacent neighbors to their property of their intent to keep bees. Use attached Urban Beekeeping Neighbor Consent Form.

March 2024



Liability Insurance

- Must have \$2,000,000.00 in liability insurance to cover accidents related to beekeeping activities.

Inspections

- Beekeeping site owners shall make themselves available for inspection on reasonable request from any member of the Emergency Services Department.

Enforcement

The Emergency Services Department will respond to all complaints and initiate investigations when warranted. Failing to comply with the Urban Beekeeping Guidelines, Terms and Conditions may result in a fine as outlined in the current Rates and Fees Bylaw or removal of the hive at the owner’s expense.

Honey production is for self-consumption. No sale of honey and bee product is permitted.

Revocable Permission

Permission can be revoked due to documentation of medical concerns from residents of neighboring properties.

Terms and Conditions (Acknowledge and confirm that you agree with the terms and conditions by checking each box)

- I have read and understand the above guidelines
- I have written permission from the property owner
- I have written permission from all adjacent property owners
- I have completed an approved Beekeeping course and attached the proof of completion
- I have \$2,000,000.00 in liability insurance and have attached a copy of such insurance
- I have registered the hive with the Provincial Apiculturist pursuant to the Alberta Bee Act and obtained a Premises Identification number
- I have attached a site photo or map showing the hive and the setbacks required

March 2024



- I am aware that any instances of swarms, disease or any situation not in keeping with the requirements must be brought to the attention of the Emergency Services Department

I certify that the information is correct to the best of my knowledge:

Applicant's Signature:

Date:

Property Owner's Signature:

Date:

The information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act solely for the purpose of applying for Urban Beekeeping. Questions about the collection of this information can be directed to the Emergency Services Department at (403) 337-2362.

Town of Carstairs Use Only

Approved/Revoked (circle) – add comments

Comments:

Date:

Name:

Signature:

March 2024



List of approved Beekeeping courses:

ABC Bees

About Bees

BeeComm Beekeeping Certificate

Calgary and District Beekeepers Association

Worker and Hive Supply Inc.

March 2024



Urban Beekeeping Neighbor Consent Form

Applicants Details

I/We _____ of _____

Name of beekeeper(s)

Address of beehive

Will be applying to have an active beehive in our backyard. I/We are required to have written permission from all my/our adjacent property owners. I/We therefore requesting that you grant your permission by signing the consent form below.

Guidelines are designed to minimize impact on adjacent properties and to ensure good beehive management practices are used. If approved I/we will be keeping one honey beehive in my/our backyard. Attached is a copy of the application with the guidelines which I/We are required to follow.

Adjacent Neighbor Details

I/We _____ am/are the owner/leaseholder of _____

Name of neighbor(s)

Address of neighbor

give my permission for my neighbor(s) _____ to keep a honey beehive on

Name(s) of beekeepers

their property.

Contact Information

Mailing Address:

Email:

Phone:

Signature:

Date:

If you have any questions or concerns regarding Urban Beekeeping contact the Emergency Services Department at 403.337.2362.

The information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act solely for the purpose of applying for Urban Beekeeping. Questions about the collection of this information can be directed to the Emergency Services Department at (403) 337-2362

March 2024



ADMINISTRATION OFFICE

#301 6501 51 Street, Olds, Alberta, T4H 1Y6
P: (403) 556-2957 E: admin.assistant@mvsh.ca
F: 587-796-0773

BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of May 9, 2024.

Key Messages

- The Board held their regularly scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:00 pm.
- The Board adopted the revised Vision, Mission and Value statements coming from the Strategic Planning Session on April 25, 2024.
- The Board was pleased to hear that the recent Operational Review completed by the Government of Alberta in April was an overall positive process and MVSH is in compliance with all legislative requirements. The Board looks forward to seeing the official final report.
- The Board expressed their appreciation of Mountain View Seniors' Housing Foundation for the recent purchase of a new \$30,000 Spa Tab for the Residents of Mount View Lodge in Olds.
- The Board completed the review of the Housing Market Analysis required by the Government of Alberta and approved the Seniors' Self-Contained program market rent rate for 2024-2025.
- The Board was pleased to see the increase in recipients on the Rental Assistance Benefit Program following the provincial budget increase.
- The Board wished to thank Administration and highlight the positive experience they had at the Strategic Planning Retreat on April 25 and expressed their appreciation to the MVSH Operational Team for their participation.
- The Board was pleased to see the first quarter financials are on par with the approved budget.
- The Board reviewed and adopted the Staff Expense Policy.

Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, June 13, 2024, starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

If you require any information or there are any questions related to this communication, please contact a Board Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at stacey.stilling@mvsh.ca

Keyleigh Van Es

From: Arlene [REDACTED]
Sent: June 3, 2024 12:14 PM
To: CAO
Subject: Kiwanis Music Festival
Attachments: image001.png

Follow Up Flag: Follow up
Flag Status: Flagged

Every year the Olds & District Kiwanis Music Festival has several participants who are recommended to move on to the Alberta Provincial Music Festival. This year several of our participants received recognition at the Provincial level, and three were recommended to move on to the Canada West Music Festival held in Victoria B.C. this July.

Among those recommended to move on is the Hugh Sutherland School Choir. I am sharing this information because what this choir has accomplished is quite significant. They were competing against larger schools where choir is actually offered as a "for credit" music program. Ours is an after school activity where staff and students essentially donate their time for the love of music and singing.

As the Town of Carstairs has been a regular contributor to our local music festival I wanted especially to share this information with Council. Thank you for your support.

Arlene Wilde
Secretary
Olds & District Kiwanis Music Festival