



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, MAY 27, 2019, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of May 27, 2019
Motion: To adopt the agenda of May 27, 2019

4. ADOPTION OF MINUTES

- 4 - 7 a) Adoption of minutes of May 13, 2019 (addendum 4.a)
Motion: To adopt the minutes of May 13, 2019



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- 8 - 19 a) Dog Park Committee Presentation - Town of Carstairs Project Application & Evaluation - Sandra Stone (addendum 6.a)



7. BYLAWS AND POLICIES

- 20 - 22 a) Bylaw No. 1089 to Amend Land Use Bylaw 1044, to amend zoning of lots from RMH to R1M (addendum 7.a)



8. NEW BUSINESS

- 23 - 24 a) Declaration Senior's Week June 2 - 8, 2019 - Honourable Josephine Pon, Minister of Seniors and Housing (addendum 8.a)



- b) AUMA Package - Nominate a Municipal Leader for a 2019 AUMA Award - Deadline Friday, June 28, 2019

9. COMMITTEE REPORTS

25 - 27

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
 - i) Legislative & Emergency Services Committee minutes of May 21, 2019 (addendum 9.a.i)



- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) EXTERNAL RELATIONS COMMITTEE

28 - 30

- i) External Relations Committee minutes of April 23, 2019 (addendum 9.c.i)



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

11. CORRESPONDENCE

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 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

17. ADJOURNMENT

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MAY 13, 2019, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Blair, Wilcox, Green, Allan, Ratz, and Gil, CAO Carl McDonnell, Director of Legislative and Corporate Services Shannon Allison, and Executive Assistant Brenda Coles

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of May 13, 2019 to order at 6:58 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:

Motion 173/19 Motion by Councilor Blair to accept the Regular Council agenda of May 13, 2019 as presented. **CARRIED**

ADOPTION OF PREVIOUS MINUTES:

Motion 174/19 Motion by Councilor Wilcox to adopt the Mandalay Estates Public Hearing minutes of April 23, 2019 as presented. **CARRIED**

Motion 175/19 Motion by Councilor Allan to adopt the Regular Council minutes of April 23, 2019 as presented. **CARRIED**

BUSINESS ARISING FROM PREVIOUS MEETING:

Nil

DELEGATIONS: Nil

BYLAWS & POLICIES: 1. Bylaw No. 1082 Mill Rate 2019

Motion 176/19 Motion by Councilor Blair to give first reading of Bylaw No. 1082 Mill Rate 2019. **CARRIED**

Motion 177/19 Motion by Councilor Green to give second reading of Bylaw No. 1082 Mill Rate 2019. **CARRIED**

Motion 178/19 Motion by Councilor Allan to move to third reading of Bylaw No. 1082 Mill Rate 2019. **CARRIED**

Motion 179/19 Motion by Councilor Ratz to give third and final reading of Bylaw No. 1082 Mill Rate 2019. **CARRIED**

Motion 180/19 Motion by Councilor Gil to approve moving the 2019 Tax Deadline from June 29, 2019 to August 1, 2019. **CARRIED**

NEW BUSINESS: 1. 2019 Budget

Motion 181/19 Motion by Councilor Allan to approve the Town of Carstairs 2019 Budget. **CARRIED**

2. Carstairs Ag Society – 2019 Beef & Barley Days Special License

Motion 182/19 Motion by Councilor Blair to approve the Ag Society Special License request to hold the Rodeo, Curling Club Family Supper and Baseball Tournaments on the Town of Carstairs land for their annual Beef and Barley Days 2019. **CARRIED**

3. Carstairs Community Economic & Development Partnership (CCD&EP) – Carstairs Heritage Festival & Parade of Kilts Temporary Road Closure Permit

Motion 183/19

Motion by Councilor Wilcox to approve the CCD& EP Carstairs Heritage Festival at Memorial Park & Parade of Kilts Temporary Road Closure Permit.

CARRIED

4. Carstairs Community Economic & Development Partnership (CCD&EP) – Carstairs Heritage Festival & Parade of Kilts – Parade and Procession Permit

Motion 184/19

Motion by Councilor Green to approve the CCD&EP Carstairs Heritage Festival and Parade of Kilts - Parade and Procession Permit for June 8, 2019.

CARRIED

5. Hugh Sutherland School Cap and Gown Awards

- Council unanimously agreed upon the Richard

Motion 185/19

Motion by Councilor Allan to approve Essay # 1 as the recipient of the 2019 Richard Dais Scholarship.

CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee

- Councilor Gil had nothing to report at this time.
- Next meeting is on Tuesday, May 21, 2019.

2. Strategic Planning & Corporate Affairs Committee

- Councilor Allan gave an oral report of April 23, 2019 meeting; minutes are attached.
- Next meeting is on Monday, May 27, 2019.

3. Policy & Governance Committee

- Councilor Wilcox had nothing to report at this time.
- The May 13, 2019 meeting has been cancelled and the next meeting is on Tuesday, June 11, 2019.

4. External Relations Committee

- Councilor Allan had nothing to report at this time.
- Next meeting is on Thursday, May 23, 2019.

5. Mountain View Regional Waste Commission

- Councilor Green had nothing to report at this time.
- Next meeting is on May 27, 2019.

6. Mountain View Regional Water Commission

- Councilor Blair gave an oral report on the May 8, 2019 meeting.
- Next meeting will be in June.

7. Mountain View Seniors' Housing

- Mayor Colby had nothing to report at this time.
- Next meeting will be on May 17, 2019.

8. Municipal Area Partnership

- Mayor Colby had nothing to report at this time.

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

- Councilor Ratz gave an oral report on the April 25, 2019 Heritage Festival subcommittee meeting where they finalized the decorating and placement of events; and finalized the media releases for the radio and paper. Mayor Colby will be using the media release to talk on the Carstairs Mayor's Minute and Connected to Carstairs radio features.

- Scotch Pairing tickets have been on sale and are already half sold out of the initial seventy tickets available. The tickets cost \$30 and include tasting of four different scotches and are accompanied by food.

- The Ag Society is organizing a lounge up in Curling Rink called Thirsty Thistle during the Carstairs Heritage Festival.

- Next meeting is on May 15, 2019.

10. Central Alberta Economic Partnership (CAEP)

- Councilor Ratz had nothing to report at this time.
- Next meeting will be the AGM in June in Rocky Mountain House.

Motion 186/19

Motion by Councilor Gil to accept all committee reports as information.

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

- Attended the Neighbourhood Party on May 10, 2019.
- Question: How much longer will the road be closed between Gough Road and Osler Street. CAO McDonnell responded until Wednesday, May 15, 2019.

Councilor Wilcox

- Attended the Neighbourhood Party & Tradeshow on May 10, 2019.
- Attended the Heritage Festival subcommittee meeting on April 24, 2019.
- Attended the Olds Institute Board Training on Roberts Rules of Order on April 29, 2019 and will be attending further training.
- Attended the Elks Garage Sale on May 4, 2019.
- The Fire Department attended Parent Link with their trucks and did an education session.

Councilor Allan

- Attended the Neighbourhood Party & Tradeshow on May 10, 2019.

Councilor Green

- Volunteered at the Red Deer Casino on April 24, 2019 for the Carstairs Library.
- Attended the Library Conference on April 26, 27 and 28, 2019 in Jasper. The Public Library Services Board presented a session on the Role of Town Council and Library Board; it was one of the best sessions ever attended.
- Attended Carstairs Public Library Board meeting on April 30, 2019. Joanne Merrick has given her resignation and her last day will be on June 30, 2019. A search committee has been set up and met on May 8, 2019 where they finalized an advertisement add for new Library Manager and move up one position to a Library Technician for population over 5,000. Advertising will take place locally and on the Website University of Alberta.
- Attended Parkland Regional Library Executive Board meeting on May 9, 2019 on the 2020 Budget.

Councilor Gil

- Attended the Elks Garage Sale on May 3, 2019.
- Volunteered to help the Friends of the Library with table teardown on May 4, 2019.

Councilor Blair

- Attended MVRWC meeting on May 8, 2019.
- Attended a meeting with Jim Bobs.
- Attended meeting with Hamm Construction on May 9, 2019.

Mayor Colby

- Attended the Neighbourhood Party and Tradeshow on May 10, 2019. Mayor Colby thought it was very well attended and busy, talked to Airdrie Radio Station Air 106.1 FM and think the kids really enjoyed it and CPO Muller enjoyed dressing up.

Motion 187/19

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

CARRIED**CORRESPONDENCE:**

1. Card of Thanks – Kiwanis Music Festival Ashlyn Ord
2. Card of Thanks – Kiwanis Music Festival Ciara Ritchie
3. Card of Thanks – Kiwanis Music Festival Jonah Koch
4. Card of Thanks – Kiwanis Music Festival Liam Cochran

Motion 188/19 Motion by Councilor Blair to accept all correspondence as information.
CARRIED

CAO’S REPORT: 1.Carstairs Minor Ball is hosting a Ball Tournament on May 30, 2019 to June 2, 2019 and have asked if the Town would donate the Memorial Park concession and ball drag for the event.

Motion 189/19 Motion by Councilor Ratz to approve Minor Balls request for the Town to donate the Memorial Park Concession and Ball Drag for the Ball Tournament held from May 30, 2019 to June 2, 2019 without cost.
CARRIED

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD: D. Sundquist asked the question, where is the public going to park for the Heritage Festival? She is concerned with limited due to the Curling Rink parking lot being blocked off. CAO McDonnell stated the south parking lot off Nanton Street will be available and on street parking along Veteran’s Way, Gough Road and surrounding streets. Councilor Ratz commented there were eight bands and seven dancers who would be utilizing the Curling Rink parking lot and would be using the majority of space during the festival and parade.

MEDIA QUESTION PERIOD: Nil

CLOSED MEETING SESSION: Section 197 of the MGA sates 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)*

Motion 190/19 Motion by Councilor Blair that Council closes the meeting to the public for agenda item 1. Auditor Tenders as per Section (s. 16), FOIP at 7:38 p.m.
CARRIED

Motion 191/19 Motion by Councilor Allan to come out of the closed meeting session at 7:58 p.m.
CARRIED

NEXT MEETING: Monday, May 27, 2019

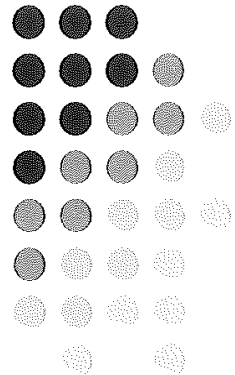
ADJOURNMENT:

Motion 192/19 Motion by Councilor Green to adjourn the Regular Council meeting of May 13, 2019 at 7:58 p.m.
CARRIED

Lance Colby, Mayor

Carl McDonnell, CAO

Town of Carstairs
844 Centre Street
Box 370
Carstairs, Alberta T0M 0N0
Phone: 403-337-3341 Fax: 403-337-3343
www.carstairs.ca



Town of Carstairs

Project Application & Evaluation

ORGANIZATION/GROUP INFORMATION:	
Organization Name:	Carstairs Dog Park Committee
Email Address & Website:	
Mailing Address: (including postal code)	
Street Address:	
Organization Telephone Number:	
Organization Fax Number:	
Project Contact Name:	Sandra Stone
Contact Telephone Number:	403-463-6060
Contact Email Address:	sanston@telus.net
Is your Organization registered as a society or a corporation: (Yes / No) No	
Charitable Number:	Incorporation Number:

Name (Organization Signing Authority)

Title

Print Name

Signature

Date

AUTHORIZATION FOR APPLICATION:	
Name: Sandra Stone	Position: Chaiperson
Signature:	
Name:	Position:
Signature:	

Project/Program Name

Carstairs Dog Park Committee

Project Type

(Describe your idea. What are your goals,

Objectives and outcomes?

What locations have been considered?)

To create an area for dog owners to allow their dogs to run off leash

Reduce the amount of off leashed dogs in our other parks and open fields

Locations: 1. Old Dump—west of town

2. Area south of the Rodeo grounds

Dump Site

- Ample area for parking
- No residents that will be inconvenienced by the park
- Large natural area for people and dogs to enjoy
 - Connecting with the towns plan for naturalized areas
- Allows for expansion as needed
 - Could set up agility runs and scent tracking
 - Large dog vs small dog areas
- Once fenced and parking lot designated the park will be ready for use
 - Poop bag stations and collection receptacles will be set up
 - Port a potty would need to be set up

Costs involved

- Rezoning
 - Re-designation fees - \$6025.00
 - Development permit – minimum of \$325.00
 - Maintenance Expenses for site
 - Not on town' regular route
- Fencing – (6 foot chain link)
 - Approximately \$59.73/ linear feet
 - Rough terrain which could add cost to the fencing ; cells are an issue

Parking area

- Regrade and overall development
- Need to establish water pathway to avoid washout of parking area

General

- No lighting
- Possible place for kids to party
- Limited activity, no regular passerby's should something go wrong
- Site maintenance during the winter/summer
- Create pathways as terrain is not suitable to all
- Water station; Poop Station

Area South West of Rodeo grounds

South West of Rodeo Grounds (Area #1)

Large area for all dogs to interact

Three entrance gates (dog and Human)

Staging for on and off leash transfers at at
site entrances for dogs and humans

Approximately 419 linear feet to be
fenced

Using this area will reduce costs as compared to
the old dump

Fencing could come in under the quoted
\$61,228.

See attached quotes

Allow easier access by the town residents

Parking already established

With other planned projects for the area it will
bring residents to one area to connect

Easily accessible by all

Allow for maintenance by the town to be included
in their current routes and plans

Who else will contribute to your project and

Hopeful that our community will step up and assist in maintaining and beautifying the area. We will work with the Naturalization committee and the Ag Society to continue with and blend into their plans

What will they provide?

Trees, benches, in kind labor

Will volunteers be involved in the program?

Yes pet owners will be encouraged to help with spring clean up

How many volunteers will be involved?

Would strive for 10 –12 volunteers as needed for clean up

When will your project be completed?

Open for operation in September 2019??

Cost to the Community

Is there a cost if the project is not supported right now?

No cost to the community if we do not move ahead with the project at this time

What happens if we do nothing?

We do not get an off leash area and we continue to experience the same issues of dogs running through our parks, ball field and soccer fields

We will still have many issues between citizens complaining about dogs approaching when not welcome

What is the risk if the project is delayed?

No risk that we are aware of other than the hassle with some pet owners and other

2019 PROGRAM BUDGET PROPOSAL:

Each program you apply for needs to have a separate budget

Revenue

Donations	\$	<u>90,000</u>
Fundraising	\$	_____
Other Grants	\$	_____
In Kind Contributions	\$	_____
Fees	\$	_____

Total Revenue (A) \$

Expenses

Personnel Costs:

Facilitator/Guest Speaker Costs	\$	_____
Staff Salaries and Benefits Connected with the Program	\$	_____
Volunteer Training & Recognition	\$	_____

Rentals or Lease Agreements:

Facilities, Office or Venue Rent	\$	_____
Professional Fees	\$	_____
Equipment	\$	_____
Program Administration Costs	\$	_____
Advertising (Publicity & Promotion)	\$	_____
Office Expenses (phone, postage and stationery)	\$	_____

Materials & Supplies - please specify (ie crafts, books, etc)

_____	\$	_____
_____	\$	_____
_____	\$	_____

Any Other Program-Related Expenses

_____	\$	_____
_____	\$	_____
_____	\$	_____

Total Expenses (B) \$

Total eligible request for funding (B-A)

\$ _____

<p>In Kind Contributions</p>	<p>The value of in-kind goods and/or services that are directly related to the project and are donated to the project by the applicant organization.</p> <p>“In-kind” refers to goods and/or services that are provided instead of money. For your project budget, a reasonable monetary value should be applied to these contributions.</p> <p>In-kind contributions can include staff and volunteer time, services, programs, office space and administrative services.</p>
<p>Expenditures</p>	
<p>Salary/Benefits</p>	<p>Salaries can be paid for work directly related to the project.</p> <p>When salaries are paid, benefits are an eligible expense.</p> <p>Salaries and benefits for members of a board of directors or other decision-making body are not eligible expenses.</p>
<p>Professional Fees</p>	<p>Includes costs for the professional services of an individual (not a member of the applicant organization) with the expertise needed to carry out the project.</p> <p>Payment to an individual for a task performed and/or knowledge contributed to the project is an eligible expense.</p> <p>Honoraria for the members of a board of directors or other type of decision-making body of an applicant organization are not usually an eligible expense.</p>
<p>Facilities</p>	<p>Costs related to the portion of meeting space required for project activities.</p>
<p>Materials & Supplies</p>	<p>Supplies and materials needed to carry out the project/program.</p>
<p>Publicity & Promotion</p>	<p>Costs related to producing and printing of brochures, newsletters and posters, and the purchasing of ad space, to promote the project and project activities.</p>
<p>Other</p>	<p>Eligible costs not included in other budget items and that pertain to project/program.</p>

Need

Score out of 10

How is the project aligned with the community plan and Councils policies?

How will the project address an existing gap within the community?

How will the project address the population and growth trends projected for the community?

How does the project relate to other similar facilities and services provided in the community?

Total Score Out Of 40

Weighted Score (x10)

Affordability

Can the community organization involved afford this project?

Can the Municipality afford this project?

What is the cost/benefit of undertaking this project?

Total Score Out Of 30

Weighted Score (x5)

How Does The Project Meet Municipal Sustainability Criteria?

Score out of 10

Social and Recreation: What need or service does the project address, How will the project benefit citizens and provide for general public access?

Culture: How will this project contribute to the vision you to the vision you are working to create in your community?

Economy: How will the project contribute to the economy of the community?

Governance: What is the track record of the organization championing the project?

Environmental: How will the project contribute positively to the environmental sustainability model that we are trying to create in our community?

Total Score Out Of 50

Weighted Score (x5)

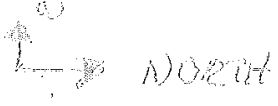
Alternatives

What alternatives have been or are being considered for this project?

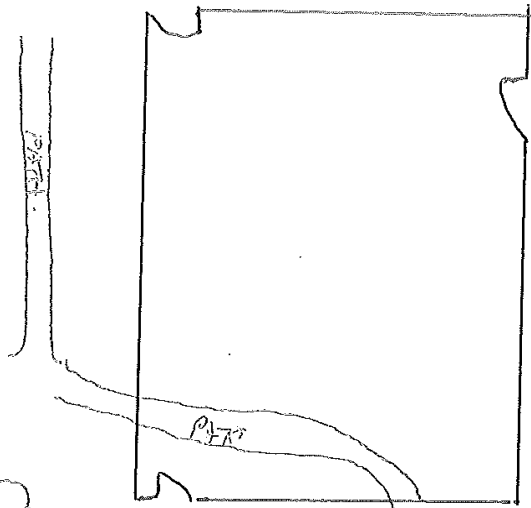
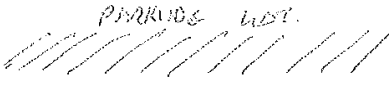
Total Score Out Of 10

Weighted Score (x3)

Appendix

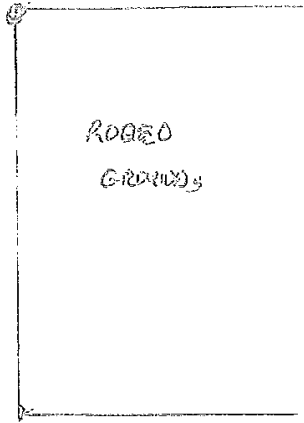
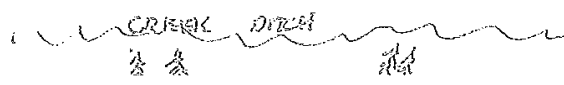


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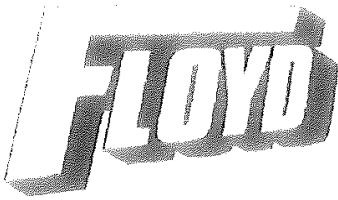


mower gate
SERVICE ROW

BRASSIE LANE



TOTAL GATES - 2 - SIGNS - ETC
MOWER GATE - 1



9250 48 ST SE
 Calgary, AB T2C 2R2
 Phone (403) 201-8317

DATE 3/7/2019
 Quotation # PL 19-124
 Customer ID

Quotation For:
 Al Gil
 Carstairs Off Leash Chain Link Fence
 Posts with concrete

Quotation valid until: 3/22/2019
 Prepared by: Pat Lo Nigro

alg@carstairs.ca

Comments or Special Instructions: Price per meter to supply and install 6' high chain link with gates.
 Price does not include survey or hydro vac due to conflicting utilities.

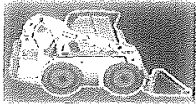
SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Pat LoNigro					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
940	1.8m Galvanized Chain Link	59.73	t	56,146.20
4	40" opening man gates	349.65	t	1,398.60
1	12' Double swing gate	768.50	t	768.50

SUBTOTAL	\$ 58,313.30
TAX RATE	5.00%
SALES TAX	2,915.67
OTHER	-
TOTAL	\$ 61,228.97

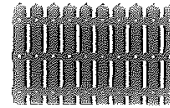
If you have any questions concerning this quotation, please feel free to contact me.

THANK YOU FOR YOUR BUSINESS!



BULLSEYE FENCE INC.
 118 Templwood Road NE
 Calgary AB T1Y 4B4
 CONTACT: (403)569-8480

Tel: 403-569-8480
 Fax: 403-569-1076



FENCING INVOICE CONTRACT

ATT: Alexander Gil

SOLD TO:

Name: Alexander Gil

Address: Off leash dog park

City: Carstairs AB

Phone: (403)940-3302

Invoice #: 75486999-32

Invoice Date: 7-Mar-19

Due Date: 7-Apr-19

Terms: Within 30 Days

Hours	Qty Order	Summary of Services	Unit\$	Extended\$
n/a	940	Supply & Install 940 meters of 6 foot GALV chain link fence		
	4	Supply & Install 4 walk gates 6 foot high		
	1	Supply & Install 1 vehicle gate		
		MATERIALS & CONCRETE		\$40,000.00
		LABOUR		\$52,377.00
		All posts set in concrete		
		All fittings included		
		NOTE: Please sign contract and email back for completion of work.		
		Please note any hydro vac is extra		
		Website bullseyefence.ca		
		Member of the BBB check us out A+++		
		TERMS:		
		GST # R62246542 RT0001		

PAYMENT OPTIONS

CASH

CHECK

SIGNATURE

Dog Runs & Kennels
 Farm & Field Fence
 All Color Systems
 Temporary Fences
 Back Stops

Electric Gate Openers
 Ornamental Fence
 All Sports Courts
 Oil Field Sites

Cedar Fences
 Pool Safety
 Guard Rail
 Snow Fences

SUBTOTAL:	\$92,377.00
GST @ 5%:	\$4,618.85
MISC:	
TOTAL:	\$96,995.85

TOWN OF CARSTAIRS

Request for Decision

Meeting Date	May 27 th , 2019
Title:	AMEND LAND USE BYLAW #1044
Agenda:	Council

Application/Issue History:

To amend RMH zoning of lots, W ½ of 3 and E ½ of 3, Plan 7350GU, Lots 12-21 inclusive Block 2 Plan 931-1734, and Lots 1-10 inclusive Block 2 Plan 891-0508, to R1M zoning.

Proposal/Options/Benefits/Disadvantages:

This is to propose a change of land use from RMH to R1M to reflect the above stated lots are single titled lots and not rental lots to a mobile home park.

Operational Impact:


Nil

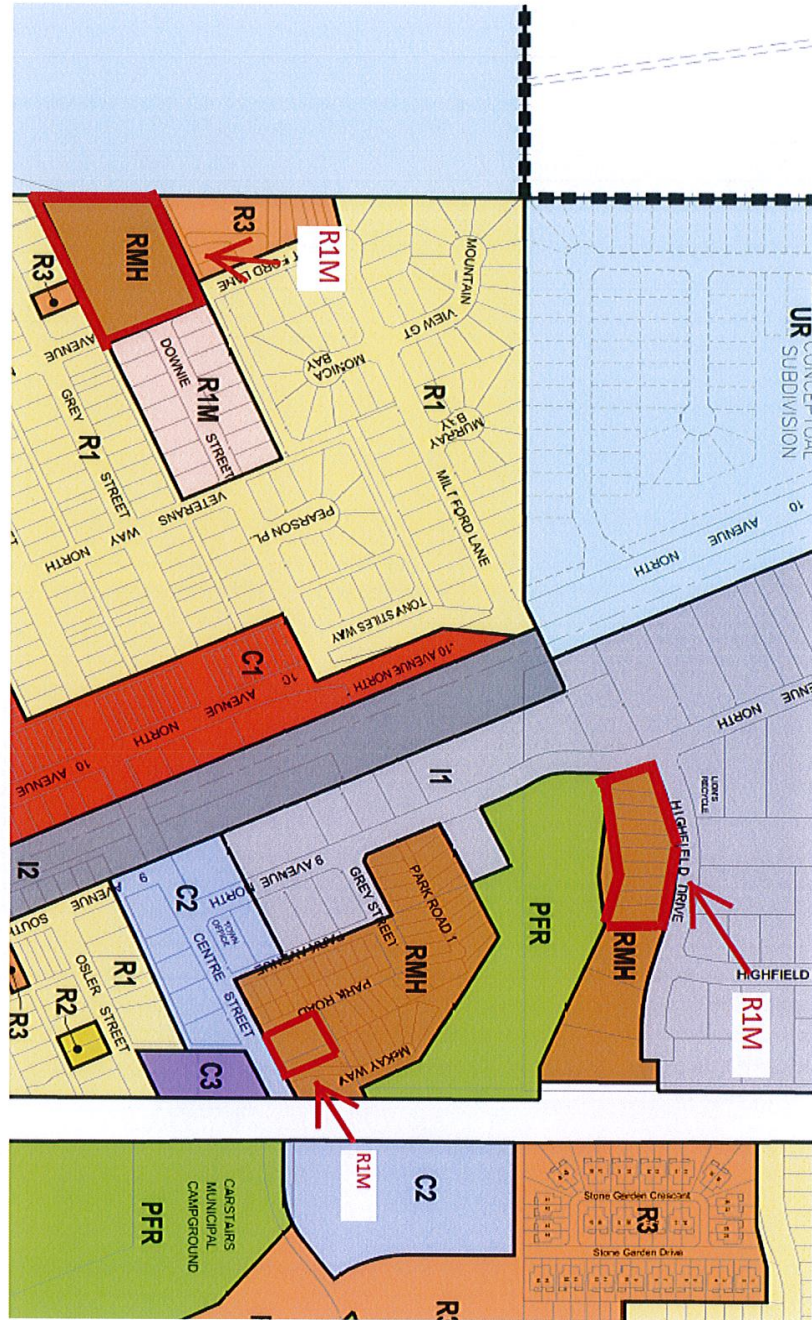
Budgetary Impact: N/A

Nil

Recommendations:

Planning and Development Committee recommends that Council give first reading to the amendment to Landuse Bylaw #1044.

Signature of Officer: 



BYLAW No. 1089

A BYLAW OF THE TOWN OF CARSTAIRS to amend Land Use Bylaw 1044.

WHEREAS, Council of the Town of Carstairs wishes to amend Land Use By-law No 1044 by amending RMH zoning of lots, W ½ of 3 and E ½ of 3, Plan 7350GU, Lots 12-21 inclusive Block 2 Plan 931-1734, and Lots 1-10 inclusive Block 2 Plan 891-0508, to R1M zoning. Located as shown on the attached map.

AND WHEREAS, the requirements of the *Municipal Government Act* Revised Statutes of Alberta 2000, Chapter M-26 regarding the advertising of this Bylaw have been complied with;

AND WHEREAS, copies of this Bylaw and related documents were made available for inspection by the public at the Town office as required by the *Municipal Government Act* Revised Statutes of Alberta 2000, Chapter M-26;

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

Schedule “A”

Map 1 of the **Land Use District Map** would be amended to show the lots of W ½ of 3 and E ½ of 3, Plan 7350GU, Lots 12-21 inclusive Block 2 Plan 931-1734, and Lots 1-10 inclusive Block 2 Plan 891-0508 be designated as:

A Modular Home Residential District (R1M)

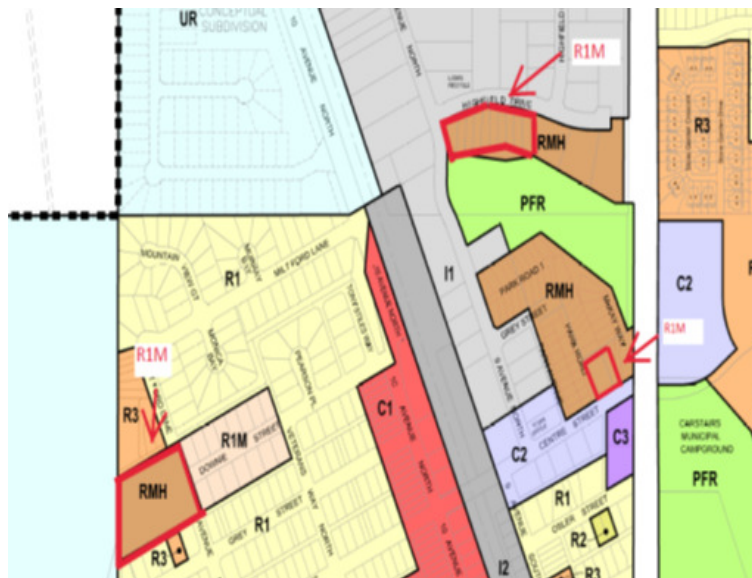
READ A FIRST TIME THIS 27th DAY OF MAY A.D., 2019

READ A SECOND TIME THIS DAY OF A.D., 2019

READ A THIRD AND FINAL TIME THIS DAY OF A.D., 2019

Lance Colby, MAYOR

Carl McDonnell, CAO





ALBERTA
SENIORS AND HOUSING
Office of the Minister

AR47602

May 22, 2019

Dear Municipality:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during Seniors' Week, which takes place from June 2 to 8, 2019.

Enclosed 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 emailing seniorsinformation@gov.ab.ca by May 29, 2019 so this information can be highlighted on my ministry's website, which also includes a promotional poster that can be printed.

In addition, Seniors and Housing is pleased to host an online events calendar. Across Alberta, organizations and communities host hundreds of events. I encourage you to visit the online calendar to register events and to see what is happening in your community. Please visit www.alberta.ca/seniors-week.aspx for more information on Seniors' Week, to print the poster, or to access the events calendar.

I hope that you will join me in celebrating Seniors' Week 2019!

Sincerely,



Josephine Pon
Minister of Seniors and Housing

Enclosure

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411

Printed on recycled paper

Declaration

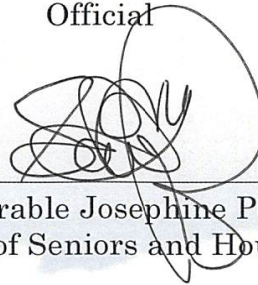
Seniors' Week 2019

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby declare June 2 – 8, 2019, to be Seniors' Week.

Dated this _____ Day of _____, 2019,

in _____.

Official



Honourable Josephine Pon
Minister of Seniors and Housing



Alberta
Government

**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
TUESDAY, MAY 21, 2019, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors, Wilcox, Green, CAO Carl McDonnell, and Executive Assistant Brenda Coles.

ABSENT: Mayor Colby, Councilor Gil

CALL TO ORDER: Councilor Green called the meeting of May 21, 2019 to order at 7:32 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Wilcox to adopt the agenda of May 21, 2019, as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Wilcox to adopt the minutes of April 15, 2019, as presented.

CARRIED

UNFINISHED BUSINESS: Nil

DELEGATIONS: Nil

NEW BUSINESS: Nil

REPORTS: 1. Financial Reports

a. Summary Report

- CAO McDonnell gave an overview of the Summary Report for month ending April 30, 2019.

b. Revenue and Expense Report

- CAO McDonnell gave an overview of the Revenue and Expense Report for month ending April 30, 2019.

- Councilor Green commented that the repair and maintenance appear to be up on a couple of the town vehicles, however realizes these are usually estimated budgeted numbers not actuals.

- Question from Councilor Green on the R.C.M.P. contract and operating on their fiscal year. CAO McDonnell stated that the Town has paid their portion of the administrative position cost and the fiscal year will start in May and they are usually one quarter behind.

- Question by Councilor Green if there were any new garbage bins purchased this year. CAO McDonnell responded the Town has purchased both black and blue roll out bins; to have an expanded inventory with new homes and exchange over the year for replacement of damaged bins.

c. Financial Statement

- CAO McDonnell gave an overview of the Financial Statement for month ending April 30, 2019.

- The sign board is the only item that has not been ordered.

- The Town is still waiting on approval from CP Rail prior to proceeding with decommission of the lift station; including the removal and relocation of trees.

- CAO McDonnell updated the committee regarding the Fire Department Incident and Director S. Allison is working on receiving the full value for the insurance for the fire department truck from the accident on the highway.

- CAO McDonnell stated the purchase of the Scout Hall is complete. The painting has been done and they will begin stripping floors and cleaning the rugs.

- Councilor Wilcox asked what the cost of maintenance will be and CAO McDonnell responded less than \$10,000 for paint, flooring, toilet replacement and minor maintenance and then it becomes a useable building.

d. Capital Report

- CAO McDonnell gave an overview of the Capital Report for month ending April 30, 2019.

- The larger projects that haven't started yet; such as Centre street paving. The Town is waiting on Hamm Construction regarding repairs on the sewer lines, CAO McDonnell and MVRWSC Administrator John Van Doesburg have been in communication with Hamm and paving does not typically commence until June.

- Under capital revenue the Town has received some monies from the offsite levies, and is currently waiting to hear from province regarding the grants.

2. Development Reports

a) Building Permit Listing

- The total number of building permits for 2019 is 35 with 10 new home starts.

b) Compliance Listing

- The total number of compliances in 2019 is 33 most of these are homes that have either been sold or are getting ready to sell.

3. Personnel Evaluations

- Staff evaluations have been completed, and are signed off on.

4. Emergency Services

a. Carstairs Emergency Management Agency (CEMA) Report

- Doing a lot of training, plan is in place; need to put a date down for a full exercise.

- Pet plan included, evacuation and what do you do with them, will they be taken to the arena to shelter with family and/or at a hotel.

Motion by Councilor Wilcox to accept the Reports as presented.

CARRIED

CORRESPONDENCE: Nil

- GENERAL DISCUSSION:**
- ICC meets after this meeting to discuss Fire Budget, Mountain View County Fire Mutual Aid Agreement with Rocky View County and Town of Crossfield.
 - Next new fire truck is budgeted for 2028, there is smaller equipment in between and the Tangible Capital Asset (TCA) requirement goes off of the historical values and adjust from there for the fire truck.
 - The Town's insurance bill come due in January and pays in February. The Town now carries isolated or individual policies instead of one large overall policy. There was not an increase in rates this year, however last year there was a substantial increase.
 - Transportation in Red Deer has requested the traffic count for Mandalay and Main Street. CAO McDonnell indicated he is meeting with the Regional Director of Transportation at the Red Deer Office on Monday, May 27, 2019.
 - Mandalay Estates stripping and grading will be able to proceed here soon.
 - CAO McDonnell commented that he met last week with the school regarding the bus loop and sports track relocation.

NEXT MEETING: June 17, 2019 at 7:30 a.m. in Council Chambers.

ADJOURNMENT: Motion by Councilor Wilcox to adjourn the meeting of May 21, 2019 at 8:07 a.m.

CARRIED

Councilor Bob Green, Chair

C. McDonnell, CAO

**MINUTES OF THE EXTERNAL RELATIONS COMMITTEE
THURSDAY, MAY 23, 2019, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Blair, Allan and Ratz, CAO Carl McDonnell and Executive Assistant Brenda Coles.

ABSENT: L. Colby

ADDED ITEMS: Nil

CALL TO ORDER: Councilor Allan called the meeting of May 23, 2019, to order at 7:44 a.m.

ADOPTION OF AGENDA: Motion by Councilor Blair to adopt the agenda of May 23, 2019 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Ratz to adopt the minutes of March 28, 2019. as presented.

CARRIED

UNFINISHED BUSINESS: **1. Town of Olds – Joint Council Dinner**
- CAO has been unable to confirm a date with the Town of Olds, will look at booking for fall in September.

DELEGATIONS: Nil

NEW BUSINESS: **1. Carstairs Scout Hall Update**
- Painting has been completed with the exception of the exterior doors pending weather cooperation.
- Floor stripping and rug cleaning on will be done on Saturday, May 25, 2019.
- There have been two toilets replaced.
- The building is structurally okay. The Town is waiting to see what the final usage of the building will be prior to doing any extensive outside renovations.
- CAO McDonnell met with Directors of Operations, Parks and Community Services regarding possible future plans for the building, short term and/or long term rental options and what department would oversee and manage the facility, at this time the facility will come under the Community Services Department.

1. External Relations Review of Partnerships
- The Committee will look at meeting with its following partners, Historical Society, Chamber of Commerce and Museum in the fall.
- CAO McDonnell suggested putting the Fire Mutual Aid Agreement with Crossfield and County of Rocky View on the listing to be reviewed annually.

REPORTS: **1. Work Plan**
- Committee members reviewed the 2019 Work Plan.
- There were no changes at this time.
- Councilor Blair asked if the Committee would be able to view the Agreement Listing at the next meeting.

- CAO McDonnell responded Director S. Allison has an excel spreadsheet of the annual agreements, and five year agreements, most agreements fall under the latter. Administration will provide the listing of all the agreement for the June 20, 2019 meeting.

2. Internal Annual Report

- No changes to the report at this time.
- Councilor Blair asked the question, is there are anything else regionally the committee needs to be looking at other than the IDP and Fire Agreement and Airport through ICC?
- CAO McDonnell stated the Town and County sub agreements also include FCSS, Weed Control; Shared Facility Recreation; as well will need to meet in the fall for the Fire Department Budget.

3. Community Organizations

- Nothing to report at his time.

4. Regional Organizations

- Nothing to report at his time.

5. Communications

- Nothing to report at this time.

6. Inter-municipal Collaboration Committee (ICC)

- Regional Fire Policy and Governance Review
- Airport Services Review
- Municipal Development Plan (MDP)
- ICC Meeting met at Carstairs on Tuesday, May 21, 2019 and the next meeting is scheduled for June 25, 2019.
- Question if CAO McDonnell should arrange the subcommittee should meet prior to this meeting to discuss the Fire Facility.
- Brief discussion on the parking for fire, ambulance, CPO and R.C. M. P separate building and police compound for a fenced in yard.
- Discussion on the roadway and the access points in regards to when there are call ins to have all services responding at once and what that would look like rolling out with Fire, Ambulance, CPO and R.C.M.P.
- CAO McDonnell stated Ron Vogel has offered to come in and speak.
- Councilor Allan asked the question if anyone had toured the Town of Three Hills new facility and CAO McDonnell responded no that they had toured the Towns of Didsbury, Blackfalds and Vulcan facilities.

7. FCM and AUMA Conferences

- FCM Conference is next week and AUMA Conference rooms have been booked at the Edmonton from September 24, 2019 to September 27, 2019 at the Sutton Place Hotel in Edmonton. Attending AUMA will be Mayor Colby, Councilors Blair, Ratz, Wilcox and CAO McDonnell.

CORRESPONDENCE: Nil

GENERAL DISCUSSION: - Council Ratz commented on the Gazette article for the Carstairs Heritage Festival was very well done.
- Tax Mill Rates and Assessments comparison on Carstairs and neighboring communities.

External Relations Committee Meeting – May 23, 2019

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- CAO McDonnell stated that on the operational side there were minimal pot holes and frost heave in alleys this year due to proper base the Town established for its roadways.

NEXT MEETING: Thursday, June 20, 2019 at 7:30 a.m.

ADJOURNMENT: Motion by Councilor Ratz to adjourn the meeting of May 23, 2019 at 8:26 a.m.

CARRIED

Councilor Allan, Chairperson

Carl McDonnell, CAO