



REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY APRIL 26, 2021, 7 P.M.

Page



1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of April 26, 2021
Motion: To adopt the agenda of April 26, 2021

4. ADOPTION OF MINUTES

- 4 - 6 a) Adoption of minutes of the Public Hearing of April 12, 2021 (addendum 4.a)
Motion: To adopt the minutes of the Public Hearing of April 12, 2021

- 7 - 11 b) Adoption of minutes of Regular Council of April 12, 2021
Motion: To adopt the minutes of the Regular Council of April 12, 2021


5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- a) Darrell Garton & Tyler Charlton - Havenfield Park

7. BYLAWS AND POLICIES

- 12 - 15 a) Bylaw No. 2007 Amendment - Land Use Bylaw - 1st Reading




- 16 - 48 b) Bylaw No. 2015 - Homestead Redesignation of UR - 1st Reading




- 49 - 50 c) Bylaw No. 2016 - Borrowing Bylaw for New Fire Hall - 1st Reading


- 51 - 92 d) Bylaw No. 2017 - Municipal Historic Resource Designation



93 - 96

- e) Policy 32-002-21 - Road Inspection Policy Amended

8. NEW BUSINESS

97 - 116

- a) Homestead Subdivision Applications

117

- b) Request for Decision - Reserve Transfer To Solid Waste

118 - 120

- c) FCSS Updated Subsidized Counselling Agreement and Guidelines

9. COMMITTEE REPORTS

121 - 123

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE

- i) Minutes of the April 20, 2021 Legislative & Emergency Services Committee

124 - 125

- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

- c) EXTERNAL RELATIONS COMMITTEE

- i) Minutes of the April 15, 2021 External Relations Committee Meeting

126 - 128

- d) POLICY & GOVERNANCE COMMITTEE

- i) Minutes of the April 13, 2021 Policy and Governance Committee

- e) MOUNTAIN VIEW REGIONAL WASTE COMMISSION

- f) MOUNTAIN VIEW REGIONAL WATER COMMISSION

- g) MOUNTAIN VIEW SENIORS HOUSING

- h) MUNICIPAL AREA PARTNERSHIP

- i) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP

- j) CENTRAL ALBERTA ECONOMIC PARTNERSHIP





10. COUNCILOR REPORTS

- a) COUNCILOR BLAIR

- b) COUNCILOR WILCOX

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

11. CORRESPONDENCE

- 129 - 130 a) Eastern Slopes Coal Exploration

- 131 b) Chinook's Edge School Board Letter to the Mayor

- 132 - 133 c) APWA Alberta Chapter - National Public Works Week

- 134 d) Thank You Card for Kiwanis Music Scholarship


12. CAO'S REPORT

- a) Frisbee Golf Area

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

17. ADJOURNMENT

**MINUTES OF THE PUBLIC HEARING MEETING
HOMESTEAD AREA STRUCTURE PLAN (ASP)
MONDAY, APRIL 12, 2021, 5:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

- CALL TO ORDER:** Mayor Colby called the Public Hearing meeting of April 12, 2021 to order at 5:02 p.m.
- ATTENDEES:** Mayor Colby, Councilors Blair (via zoom), Wilcox, Green, Allan, Ratz, and Gil, CAO Carl McDonnell, and Executive Assistant Sherry Humphrey
- ABSENT:** Nil
- PURPOSE:** The purpose of this hearing is to receive and consider the adoption of the Homestead Area Structure Plan located within Lots 1 and 2, Block 5, Plan 021 2977.
- DELEGATIONS:** **1. Urban Systems: Planner Becky Soby via Zoom**
- Planner B. Soby gave an overview and summary presentation of the Homestead ASP.
- REPORTS:**
1. Written reports were submitted to B. Soby in advance of Public Hearing to be included and addressed in her presentation.
 2. There was 1 written submission handed in at the Public Hearing from Darryl Herman regarding a "good neighbor" fence.
 3. There was 1 oral report given by L. Skena. She discussed statistics regarding the poor state of people's finances now and feels that although the building industry is hot right now, she does not feel that will last, resulting in potential insolvency of the Developer. Rising lumber costs was one of her concerns with the project moving forward. She wanted to know, if the Developer ran into financial trouble, will the Town take over and finish the development. She feels that it is a bad investment, poor use of taxpayer money and with the poor economy wants to know if the Developer has sufficient funds.
Response by Mayor Colby - Council does all it can to never put the Town in any bad financial positions. We have never had a developer start, but not finish. The Town does its best to screen potential developers and do what is in the best interest of the town, ensuring that everything is done to Town standards. Mayor Colby feels that the developer will have taken rising lumber costs into account.
Response by CAO Carl McDonnell - There are securities required by developers, so there is very little risk to the Town. If a lean had to be put on a development, the Town gets their money first.
- COUNCILOR QUESTIONS:**
1. Mayor Colby commented that developers sometimes change plans and end up not doing exactly as shown, however, they will always pair "like" with "like". R1 will be behind existing R1. The Town will take residents' concerns into account.
 2. Councilor Wilcox commented that it was unfortunate that due to Covid 19 they were unable to hold an in person "Open House" as she feels it may have alleviated many concerns people have.

Hopefully people are feeling more confident now.

3. Councilor Ratz commented that he feels most issues have now been addressed and we can move forward.

PUBLIC DISCUSSION:

1. Question from David Phillips – Will there be a buffer between the yards?

Answer by CAO Carl McDonnell – Properties will have a 3 meter buffer zone. This buffer zone will be inside the Homestead property yards. Each of those yards will be longer to account for the 3 meter buffer which will be public utilities. These longer yards will make the distance between properties that back onto each other further apart.

2. Question from Janice Haakonson – Why do we need or want 6 plexes and Modular Homes in our area? Why not other areas?

Answer by CAO Carl McDonnell – There are Modular Homes throughout town. There are some in Meadowpark, Downie Street and the Links. They are in every quadrant of town.

3. Question from Michael Skena – For the buffer zone, will they use the existing Milt Ford fencing?

Response by CAO Carl McDonnell – The fence will probably be a uniform fencing butted against the Milt Ford fencing, then the buffer zone.

Michael Skena commented that they would rather have an alley between Milt Ford and Homestead properties because he is concerned about emergency vehicle access.

CAO Carl McDonnell – Storm water drainage might make that difficult, but we can look into it.

4. Question from Aurther Richter – What will this development do to my property value and taxes?

Response by CAO Carl McDonnell – Typically in Carstairs, home values do not change very much based on different developments throughout town. Your property value shouldn't change based on a development beside you. Property value is more based on supply and demand. Assessments are usually 10 - 15 % below market value. R1's will be built directly behind the existing R1's of Milt Ford.

Aurther Richter – So the mobile homes will be further away?

CAO Carl McDonnell – Yes. The Town always tries to ensure that "like" is built beside "like" in a new development, meaning that if they are building beside R1's they will match it beside R1's in the new development.

5. Question from Zoom from Michelle Herbert – She is concerned with the higher density builds and what that will look like for the Community.

Response by CAO Carl McDonnell – Many of these type of higher density builds throughout town have been 50+ areas. Also, new builds tend to be higher value than the older areas of town, even with higher density builds.

6. Question from Darryl Herman – What is the timeline on when this will be developed?

Response by CAO Carl McDonnell – We are not sure exactly when it will start. The next step will be Land Use Re-designation. That will take a minimum of 40 – 60 days. Then it will take time to get contractors. The earliest would potentially be July/August.

Public Hearing Meeting – April 12, 2021

Page 3 of 3

ADJOURNMENT:

Motion by Councilor Allan to adjourn the Public Hearing of April 12, 2021, at 5:52 p.m.

CARRIED

Lance Colby, Mayor

Carl McDonnell, CAO

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, APRIL 12, 2021, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Blair (via zoom), Green, Allan, Wilcox, Ratz and Gil, CAO Carl McDonnell, Director of Legislative & Corporate Services Shannon Allison

ABSENT:

CALL TO ORDER: Mayor Colby called the meeting of April 12, 2021 to order at 7:00 p.m.

ADDED ITEMS: No added items

ADOPTION OF AGENDA:

Motion 123/21 Motion by Councilor Gil to accept the Regular Council agenda of April 12, 2021, as presented

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 124/21 Motion by Councilor Wilcox to adopt the Regular Council minutes of March 22, 2021, as presented

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

Nil

DELEGATIONS: 1. Becky Soby – Urban Systems – Homestead ASP

Motion 125/21 Motion by Councilor Allan to accept Becky Soby's Homestead ASP report as information

CARRIED

2. Becky Soby – Urban Systems – Mandalay Estates Phase 5A Subdivision

Motion 126/21 Motion by Councilor Green to accept Becky Soby's Mandalay Estates Phase 5A report as information

CARRIED

3. Mitch Braun – ISL Engineering – SD 21-01 Subdivision Report (Walker)

Councilor Gil questioned if the "fire wall" requirement is for fire regulations
Mitch Braun explained that it is for fire regulations and will be required before the property could sell

Motion 127/21 Motion by Councilor Ratz to accept Mitch Braun's Subdivision Report as information

CARRIED

BYLAWS & POLICIES: 1. Bylaw No. 2013 – Homestead ASP

Regular Council Meeting – April 12, 2021**Page 2 of 5**

Motion 128/21 Motion by Councilor Allan to give second reading of Bylaw No. 2013 Homestead ASP

CARRIED

Motion 129/21 Motion by Councilor Ratz to give third and final reading of Bylaw No. 2013 Homestead ASP

CARRIED**2. Bylaw No. 2014 – Mill Rate for 2021**

Motion 130/21 Motion by Councilor Wilcox to give first reading of Bylaw No. 2014 Mill Rate for 2021

CARRIED

Motion 131/21 Motion by Councilor Gil to give second reading of Bylaw No. 2014 Mill Rate for 2021

CARRIED

Motion 132/21 Motion by Councilor Green to move to third reading of Bylaw No. 2014 Mill Rate for 2021

UNANIMOUSLY CARRIED

Motion 133/21 Motion by Councilor Allan to give third and final reading of Bylaw No. 2014 Mill Rate for 2021

CARRIED**NEW BUSINESS:****1. 2021 Budget Presentation - Final**

Motion 134/21 Motion by Councilor Gil to approve the Town of Carstairs 2021 Budget

CARRIED**COMMITTEE REPORTS:****1. Legislative & Emergency Services Committee**

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

2. Policy & Governance Committee

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

3. External Relations Committee

- March 18, 2021 meeting cancelled.
- Next meeting is on Thursday, April 15, 2021.

4. Strategic Planning & Corporate Affairs Committee

- Meeting cancelled.
- Next meeting is on Monday, April 27, 2021.

5. Mountain View Regional Waste Commission

- Councilor Green reported meeting scheduled for April 26
- Audit has been moved to April 30, 2021.

6. Mountain View Regional Water Commission

- Councilor Blair gave oral review of March 26th & 29th meetings
- Next meeting scheduled for April 14, 2021

7. Mountain View Seniors' Housing

Regular Council Meeting – April 12, 2021**Page 3 of 5**

- Councilor Ratz gave oral review of March 25th meeting.
- Next meeting will be a virtual strategic planning session on April 24, 2021.

8. Municipal Area Partnership

- No report

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

- Next meeting will be virtual in June.

10. Central Alberta Economic Partnership (CAEP)

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

Motion 135/21

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

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

- Attended Mountain View Seniors Housing meeting March 25, 2021
- Attended Public Hearing April 12, 2021

Councilor Wilcox

- On April 6th the Library closed for inside service. They are now open for curbside pickup Tuesday-Saturday. The Library Committee will meet on April 20th to review how they are doing with the restrictions.
- Attended Public Hearing April 12, 2021

Councilor Allan

- Attended ICC meeting April 8, 2021
- Attended Public Hearing April 12, 2021

Councilor Green

- Judged the Southern Regional Science fair on April 10. Commented that with Covid 19, there were not very many participants.
- Attended Public Hearing April 12, 2021

Councilor Gil

- Attended Public Hearing April 12, 2021

Councilor Blair

- Attended Mountain View Regional Water Commission meetings on March 26th and 29th 2021.
- Attended the ICC meeting on April 8, 2021
- Attended Public Hearing on April 12, 2021

Mayor Colby

- Attended ICC meeting April 8, 2021
- Attended Public Hearing April 12, 2021

Motion 136/21

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

CARRIED

Regular Council Meeting – April 12, 2021

Page 4 of 5

CORRESPONDENCE:**1. Hope 4mvckids Ticket & Auction Fundraiser**

Motion 137/21

Motion by Councilor Allan to accept Hope 4mvckids Ticket & Auction Fundraiser as information.

CARRIED**2. Seniors Week Declaration**

Motion 138/21

Motion by Councilor Ratz to Declare June 7 – 13, 2021 Seniors Week.

CARRIED**3. Arbor Day Proclamation 2021**

Motion 139/21

Motion by Councilor Allan to Proclaim May 8, 2021 Arbor Day.

CARRIED**4. National Volunteer Week Proclamation 2021**

Motion 140/21

Motion by Councilor Green to Proclaim April 18 – 24, 2021 National Volunteer Week

CARRIED**CAO'S REPORT:**

1. CAO McDonnell let Council know that the Frisbee Golf proposal should be coming to Council at the next meeting
2. Co-op asked to put a community garden on the land they own.
3. We have gotten a truck and bins for compost. We will need \$72,000 from reserves for this purchase

Motion 141/21

Motion by Councilor Gil to approve \$72,000.00 from reserves to purchase a truck and bins for compost

CARRIED

Motion 142/21

Motion by Councilor Ratz to accept CAO report as information

CARRIED**COUNCILOR CONCERNS:**

1. Councilor Gil asked when the work done to water lines at the ball diamonds would all be cleaned up.
CAO Carl McDonnell responded that it will be a few weeks as the ground is still too wet.

PUBLIC QUESTION PERIOD:

1. NIL

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING SESSION:

Section 197 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in

Regular Council Meeting – April 12, 2021

Page 5 of 5

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

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

Motion 143/21 Motion by Councilor Wilcox that Council closes the meeting to the Public at 7:39 p.m. to discuss closed session items. **CARRIED**

Motion 144/21 Motion by Councilor Blair to come out of the closed meeting session at 7:46 p.m. **CARRIED**

NEXT MEETING: Monday, April 26, 2021

ADJOURNMENT:

Motion 145/21 Motion by Councilor Green to adjourn the meeting of April 12, 2021 at 7:46 p.m. **CARRIED**

Lance Colby, Mayor

Carl McDonnell, CAO

BYLAW NO. 2007 Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, to adopt Land Use Bylaw No. 2007 Amended.

WHEREAS, Council of the Town of Carstairs wishes to adopt Land Use Bylaw No 2007 Amended.

AND WHEREAS, the intention to pass this Bylaw is to consolidate Bylaw Numbers 1044 Amended, 1045, 1049, 1053, 1069, 1070, 1071, 1089, 2002, 2003, and 2004.

AND WHEREAS, the intention to pass this Bylaw is to include “Sales and service outlets for automobiles, trucks, recreation vehicles or manufactured homes and auto wrecking yards” under the Direct Control District.

AND WHEREAS, the intention to pass this Bylaw is to include “Sales and service outlets for automobiles, trucks, recreation vehicles or manufactured homes and auto wrecking yards” under the Direct Control District.

AND WHEREAS, a Public Hearing with respect to this Bylaw will be held in the Council Chambers at the Town office on **May 25, 2021**.

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, Section 69 repeals Bylaw 1044 Amended and any supplement amendments to Bylaw 1044 Amended and adopts Land Use Bylaw No. 2007 Amended as above.

This Bylaw amends Bylaw No. 2007.

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

READ A FIRST TIME THIS 26TH DAY OF APRIL A.D., 2021

READ A SECOND TIME THIS 25TH DAY OF MAY A.D., 2021

READ A THIRD AND FINAL TIME THIS 25TH DAY OF MAY A.D., 2021

Lance Colby, MAYOR

Carl McDonnell, CAO

TOWN OF CARSTAIRS

Request for Decision

Meeting Date	April 26 th , 2021
Title:	AMEND LAND USE BYLAW #2007
Agenda:	Council

Application/Issue History:

To amend Land Use Bylaw # 2007;

Proposal/Options/Benefits/Disadvantages:

Ammend Land Use Bylaw # 2007, Under Direct Control District to include:
Sales and service outlets for automobiles, trucks, recreation vehicles or
manufactured homes, and Auto Wrecking Yards.

Operational Impact:


Nil

Budgetary Impact: N/A

Nil

Recommendations:

Planning and Development recommends that Council give first reading to
the amendment to Bylaw #2007, under the Direct Control District to include:
Sales and service outlet for automobiles, trucks, recreation vehicles or
manufactured homes, and Auto Wrecking Yard.

Signature of Officer: 
--

DIRECT CONTROL DISTRICT - 1 (DC1)

General Purpose:	To provide for a range of agricultural uses engaged in production and distribution of products, which may require an indoor storage component.
Permitted Uses:	Building supply centres Greenhouses, commercial Light manufacturing Office support services Offices Public utility buildings Warehousing Sales and service outlet for automobiles, trucks, recreation vehicles or manufactured homes Auto Wrecking Yard
Discretionary Uses:	Agri-food services Accessory uses Detached dwellings Greenhouses (wholesale only) Lumber Yards Open storage yards Parking facilities for uses in this District Signs
General Regulations:	<p>The Subdivision Authority shall be responsible for decisions regarding subdivision applications affecting the land subject of this Bylaw.</p> <p>The Development Authority shall be responsible for the issuance of Development Permit(s) for the Lands subject to this Bylaw.</p> <p>Part One (General), and Part Two (Development Permits, Contravention and Appeal) of the Land Use Bylaw No. 2007 shall apply unless otherwise specified in this Bylaw.</p>
The following regulations apply:	
Minimum Front Yard:	6 m (19.7 ft)
Minimum Side Yard:	6 m (19.7 ft)
Minimum Rear Yard:	6 m (19.7 ft)

Maximum Parcel Coverage: 80%

Maximum Number of Dwelling Units: 1 (one)

BYLAW No. 2015

A BYLAW OF THE TOWN OF CARSTAIRS to create Bylaw 2015, The Homestead Redesignation of UR.

WHEREAS, the Town of Carstairs wishes to redesignate from Municipal Lots from UR to R1M R2, PUL and MR for Phase 1A, and UR to RMH, PUL and MR for Phase 5, the lands which are legally known as:

Lots 1 and 2 Block 5, Plan 021 2977
and

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

AND WHEREAS, copies of this Bylaw and related documents will be 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;

AND WHEREAS, a public hearing with respect to this Bylaw was held in the Council Chambers at the Town office on XXXX.

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:

- 1. This Bylaw may be referred to as the “The Homestead Phases 1A and Phase 5 Redesignation of municipal lots.

READ A FIRST TIME THIS 26TH DAY OF APRIL, A.D., 2021

READ A SECOND TIME THIS XX DAY OF XXXX, A.D., 2020

READ A THIRD AND FINAL TIME THIS XX DAY OF XXXX, A.D., 2020

Lance Colby, Mayor

Carl McDonnell, CAO

pt 1



FOR OFFICE USE ONLY	
Date of Receipt <u>April 8, 2021</u>	Accepted by <u>CF</u>
Fee Submitted	File No.
Decision	

Land Use Re-designation

Application Form, Checklist and Fee Schedule

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all material submitted must be clear, accurate and legible. Only complete applications will be accepted. Thank you for your cooperation. Please be advised that the information and materials required by the "Application Checklist" is part of this application.

APPLICANT/OWNER INFORMATION

Name of Applicant Hutto Developments Email cotter@altamixconcrete.com

Mailing Address (include postal code) Box 3005 Didsbury, AB
Tomowo

Telephone (B) 403 415-5502 (H) _____ Fax _____

Registered Owner (if not applicant) _____

Mailing Address (include postal code) _____

Telephone (B) _____ (H) _____ Fax _____

LEGAL DESCRIPTION

Lot 2 Block 5 Plan 0212977 in the NE 1/4 section 17 Township 30 Range 1
West of the 5 meridian

Municipal Address (if applicable) _____

Total area of the above parcel of land to be subdivided is _____ hectares (7.69 acres)

AMENDMENT PROPOSED

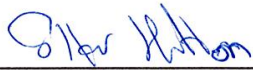
Existing Land Use Designation (according to the Land Use Bylaw) UR

Proposed Land Use Designation R1, R2, PUL, MR


To accommodate (describe the proposed development) _____

residential lots, storm water pond, green space and walking path

REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF

I  hereby certify that ☒ I am the registered owner
(please type or print full name) ☐ I am authorized to act on the owner's behalf

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for land use re-designation.


Signed

Apr. 6/2021
Dated

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

The Town of Carstairs MDP indicates that the community's preference has predominantly been low density single-family housing; however other forms of housing such as semi-detached and row houses are gaining in popularity. The following goal from section 6.2 of the MDP is met by the ASP:

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

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

- To create an inclusive residential neighbourhood that provides housing opportunities for a broad range of ages, lifestyles and income levels
- To provide parks and linear open spaces for community gatherings and connections to adjacent developments

- To provide pedestrian connectivity to adjacent developments and along major thoroughfares
- To provide active and passive opportunities for recreation
- To provide a range of housing options to consumers
- To ensure cost-effective and contiguous infrastructure
- To provide the opportunity for a multi-generational community
- The principles of Crime Prevention Through Environmental Design (CPTED) will be taken into consideration to help create a safe and secure neighbourhood



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0029 502 532 0212977;5;2 191 043 889

LEGAL DESCRIPTION
PLAN 0212977
BLOCK 5
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 13.58 HECTARES (33.56 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;30;17;NE

MUNICIPALITY: TOWN OF CARSTAIRS

REFERENCE NUMBER: 131 033 778

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
191 043 889	04/03/2019	TRANSFER OF LAND	\$812,500	CASH & MORTGAGE

OWNERS

HUTTCO DEVELOPMENTS INC.
OF BOX 3005
DIDSBURY
ALBERTA T0M 0W0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
021 318 143	11/09/2002	CAVEAT RE : DEFERRED RESERVE CAVEATOR - THE TOWN OF CARSTAIRS. C/O PARKLAND COMMUNITY PLANNING SERVICES SUITE 404, 4808 ROSS STREET RED DEER ALBERTA T4N1X5

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
191 043 889

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

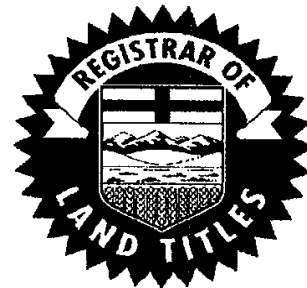
021 318 144 11/09/2002 CAVEAT
RE : DEFERRED SERVICES AGREEMENT
CAVEATOR - THE TOWN OF CARSTAIRS.
BOX 370
CARSTAIRS
ALBERTA TOMONO

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 11 DAY OF
FEBRUARY, 2021 AT 08:00 A.M.

ORDER NUMBER: 41012468

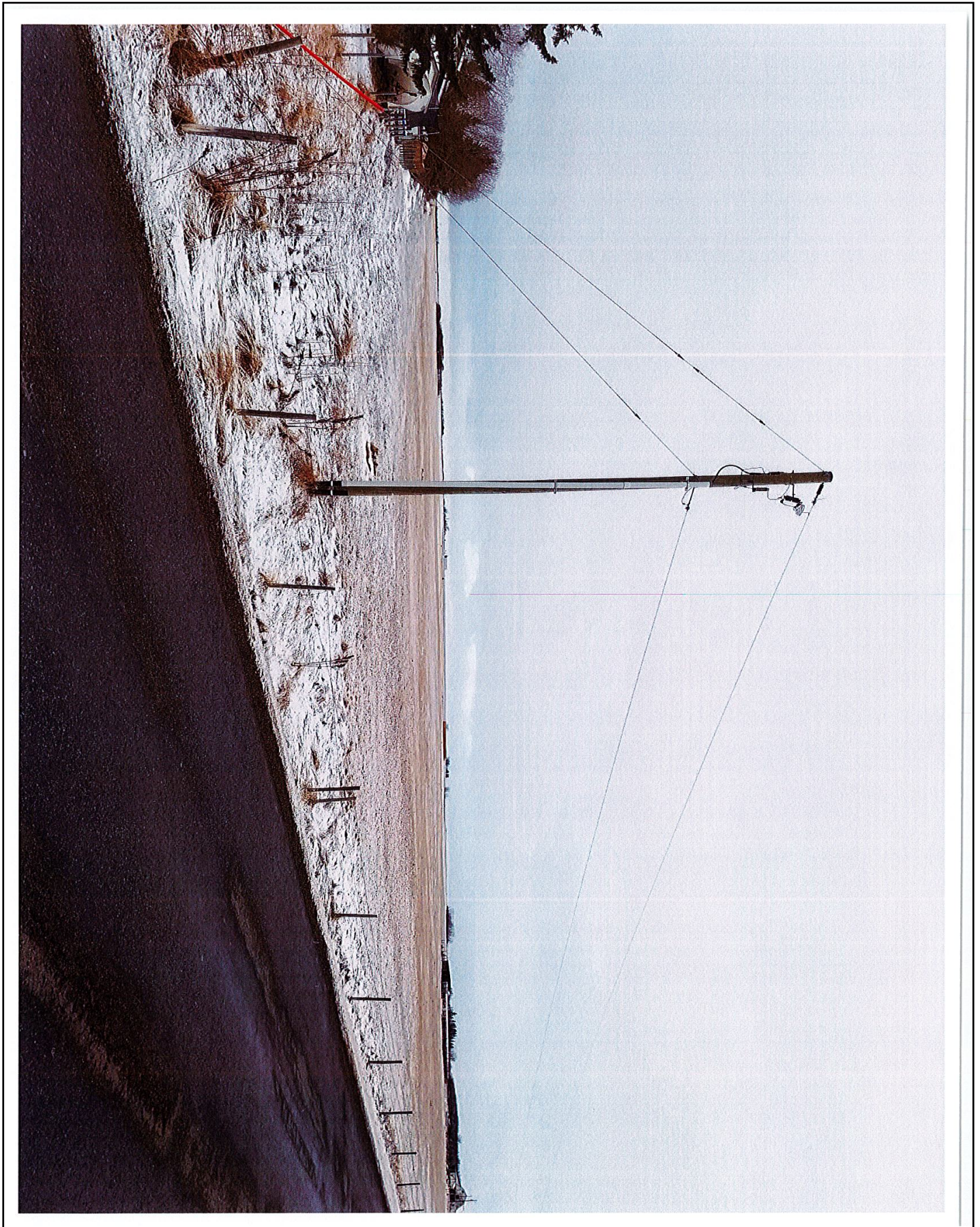
CUSTOMER FILE NUMBER:



END OF CERTIFICATE

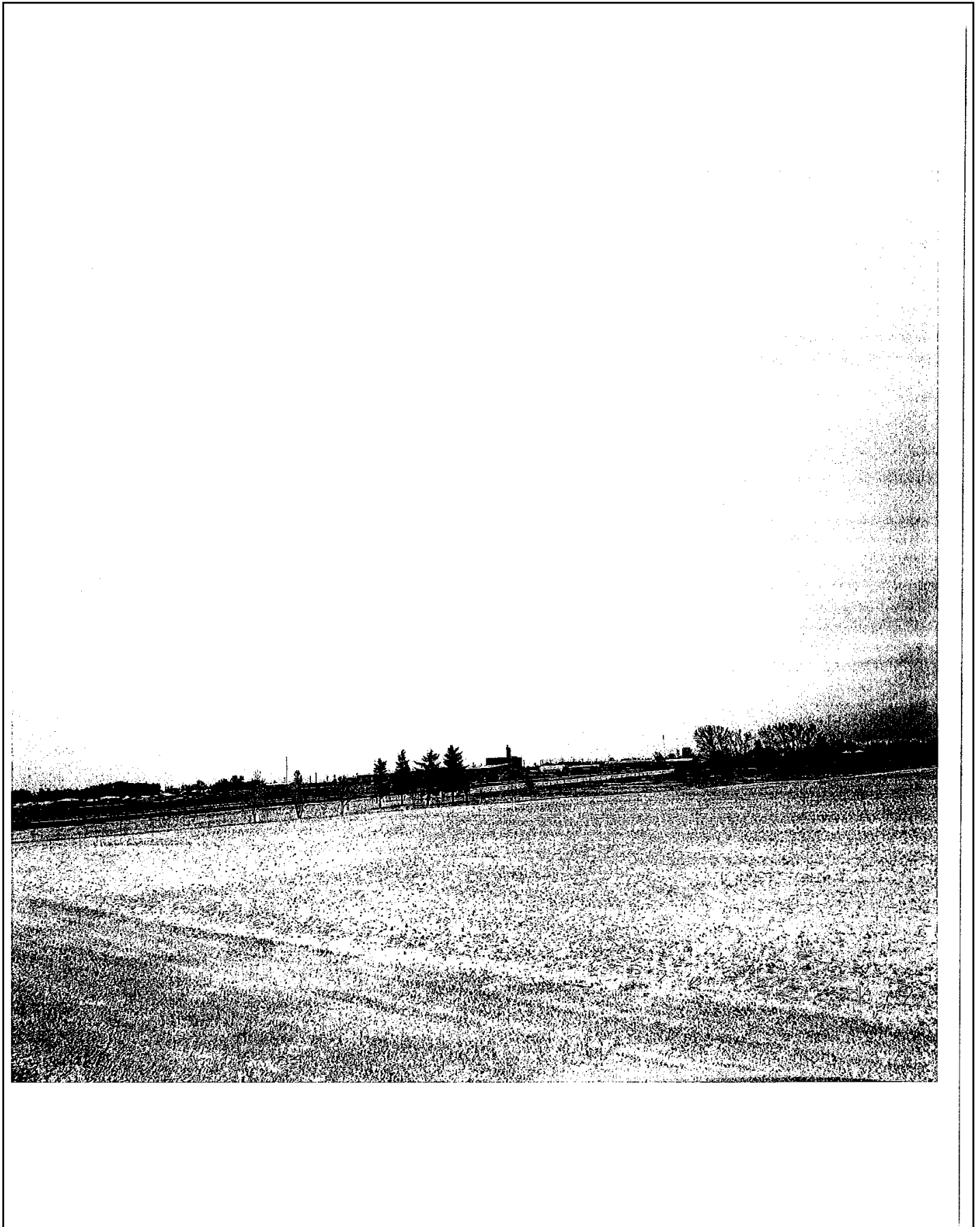
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

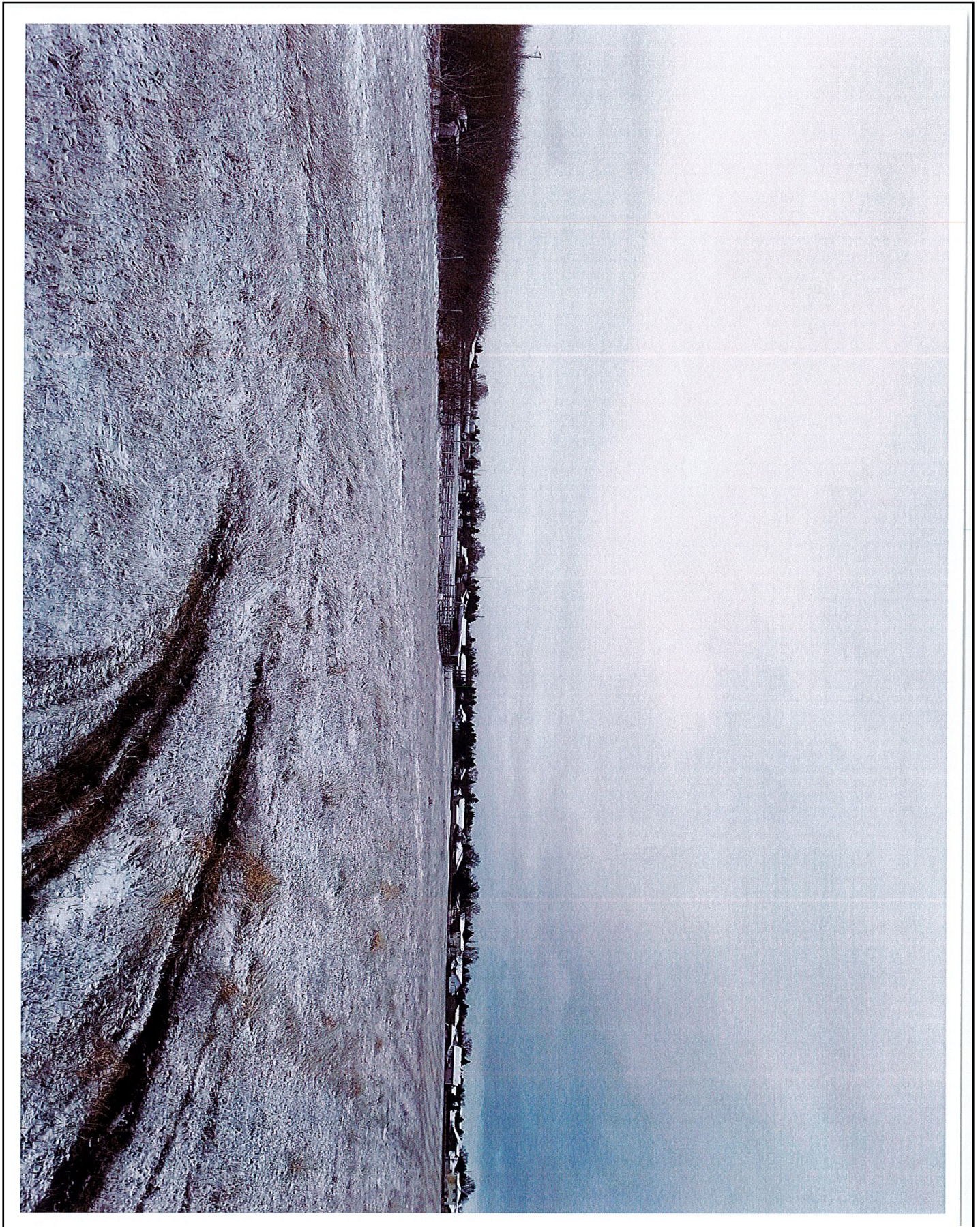
THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

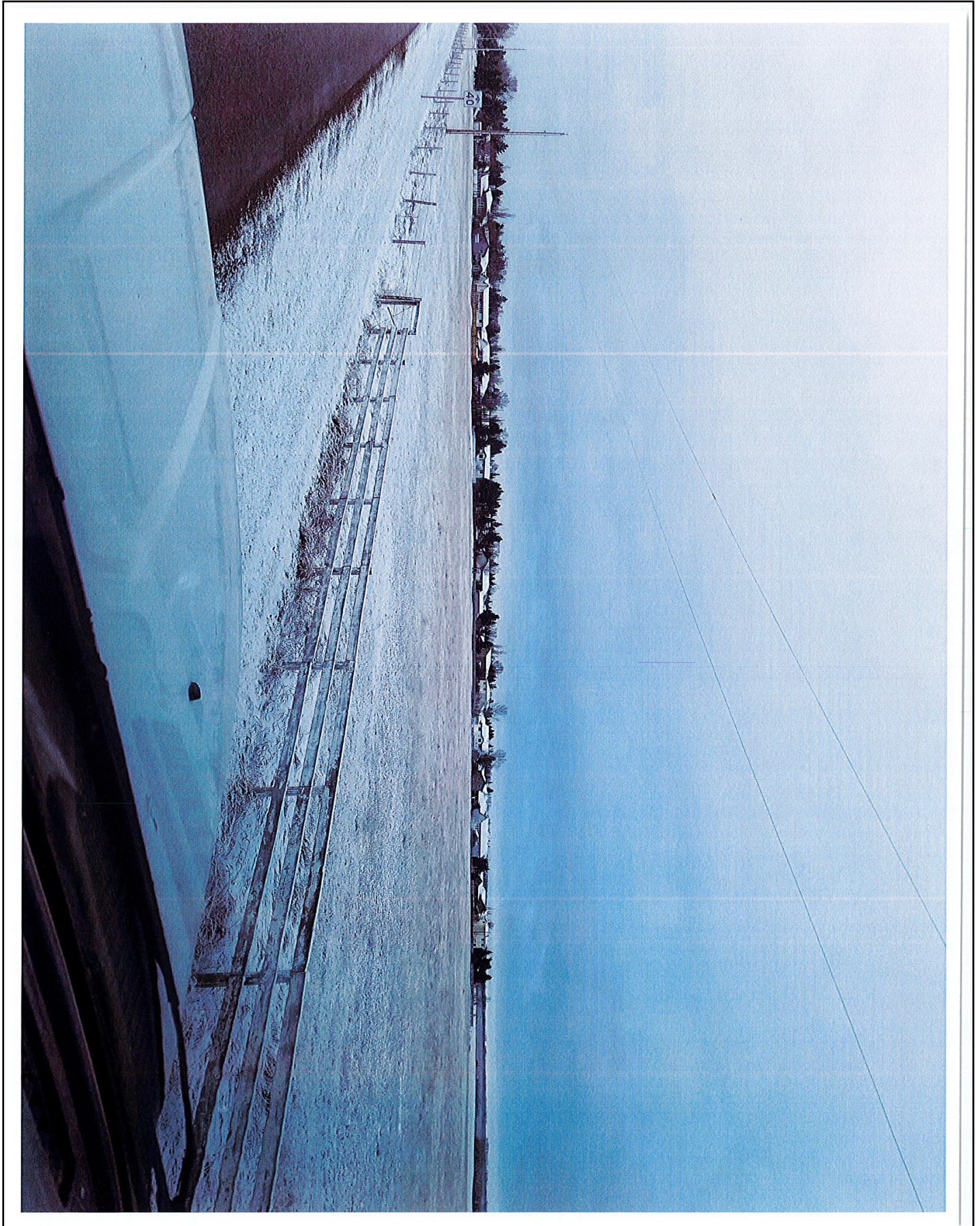


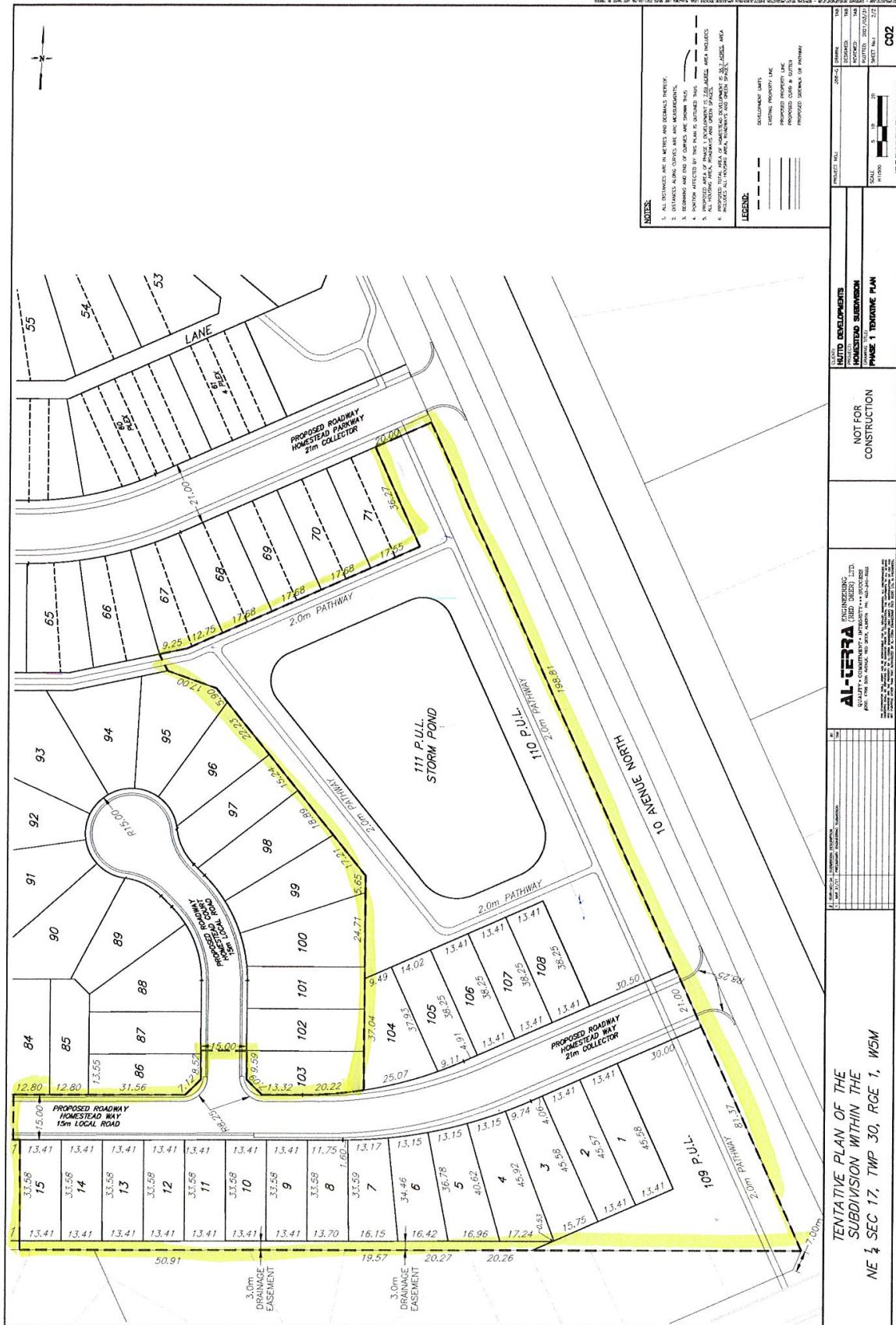


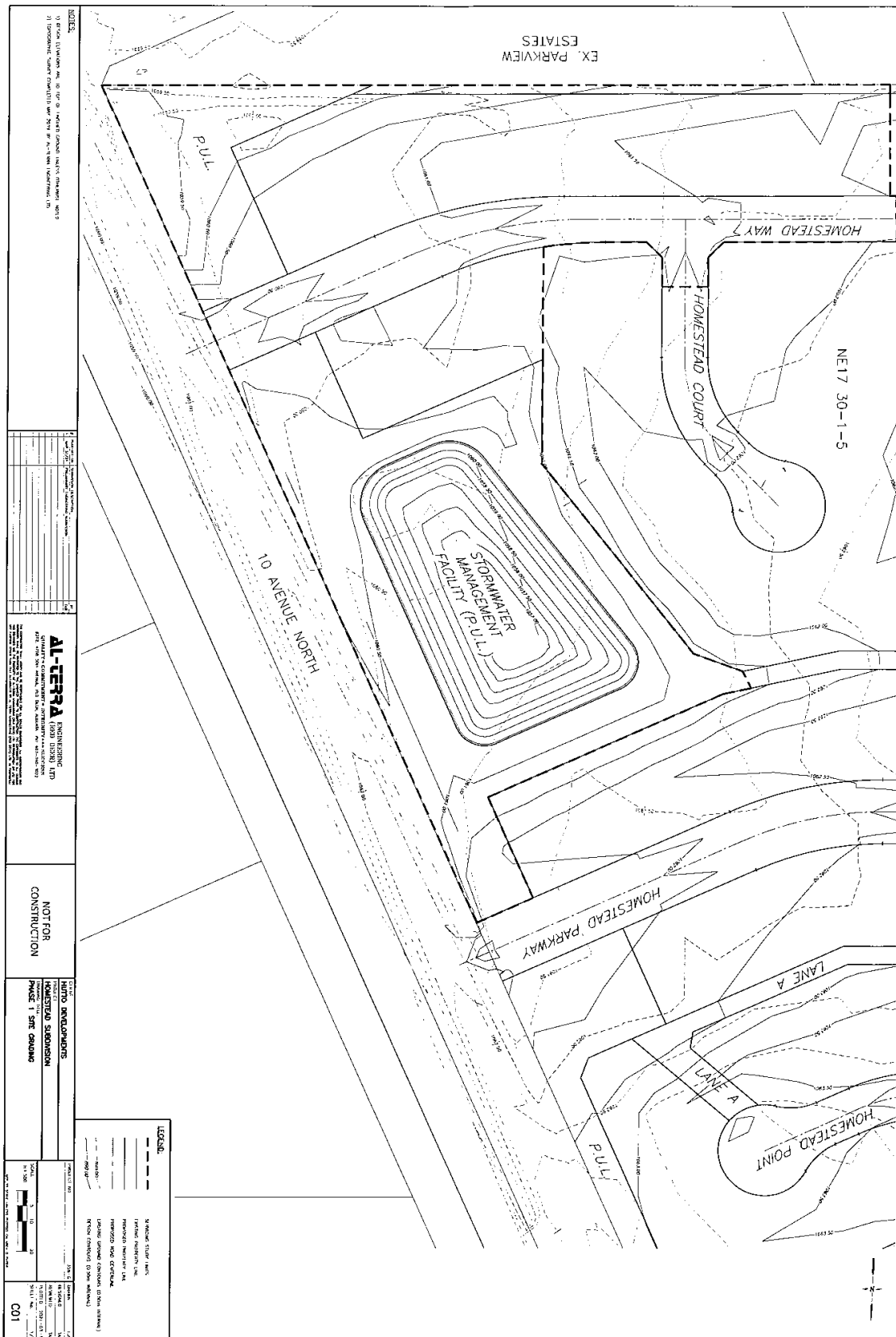














Box 370
Carstairs, AB T0M 0N0
Phone: 403-337-3341
Fax: 403-337-3343
www.carstairs.ca

ACCOUNTS RECEIVABLE VOUCHER

Payable By: Huttco Development
Box 3005
Didsbury, AB T0M 0W0

Date	GL #	Description	Amount
April 8/2021	1-66-00-415-0	Subdivision Phases 1A and 5 Homestead	
		Based on 22 lots	
		Flat Fee 1st 5 lots	2,000.00
		\$200 each additional lot (17 lots)	3,400.00
		Land Use Redesignation Based on 22 lots	
		Flat Fee 1st 5 lots	2,500.00
		\$250 each additional lot (17lots)	4,250.00
		Endorsement Fees	
		\$300 per lot for the first 10 lots	3,000.00
		\$100 each additional lot (12 lots)	1,200.00
		\$250 each for Phase Approvals (2 Phases)	500.00

Subtotal: 16,850.00

GST: 842.50

TOTAL PAID: \$17,692.50

Approved Signature



*Mobile
park*

FOR OFFICE USE ONLY	
Date of Receipt <i>April 8, 2021</i>	Accepted by <i>[Signature]</i>
Fee Submitted	File No. <i>LUR 01-2021</i>
Decision	

Land Use Re-designation

Application Form, Checklist and Fee Schedule

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all material submitted must be clear, accurate and legible. Only complete applications will be accepted. Thank you for your cooperation. Please be advised that the information and materials required by the "Application Checklist" is part of this application.

APPLICANT/OWNER INFORMATION

Name of Applicant *H.A. Developments* Email *colter@altamixconcrete.com*
 Mailing Address (include postal code) *Box 3005 Didsbury, AB*
TOMOWO

Telephone (B) *403-415-5502* (H) _____ Fax _____

Registered Owner (if not applicant) _____

Mailing Address (include postal code) _____

Telephone (B) _____ (H) _____ Fax _____

LEGAL DESCRIPTION

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

Municipal Address (if applicable) _____

Total area of the above parcel of land to be subdivided is _____ hectares (*9.53* acres)

AMENDMENT PROPOSED

Existing Land Use Designation (according to the Land Use Bylaw) *UR*


Proposed Land Use Designation *RMH, PUL, MR*

To accommodate (describe the proposed development) _____
manufacture home park, rented lots

REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF

I Cathy H. H. hereby certify that ☒ I am the registered owner
(please type or print full name) ☐ I am authorized to act on the owner's behalf

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for land use re-designation.


Signed

Apr. 6 2021
Dated



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0029 502 532 0212977;5;2 191 043 889

LEGAL DESCRIPTION
PLAN 0212977
BLOCK 5
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 13.58 HECTARES (33.56 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;30;17;NE

MUNICIPALITY: TOWN OF CARSTAIRS

REFERENCE NUMBER: 131 033 778

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
191 043 889	04/03/2019	TRANSFER OF LAND	\$812,500	CASH & MORTGAGE

OWNERS

HUTTICO DEVELOPMENTS INC.
OF BOX 3005
DIDSBURY
ALBERTA T0M 0W0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
021 318 143	11/09/2002	CAVEAT RE : DEFERRED RESERVE CAVEATOR - THE TOWN OF CARSTAIRS. C/O PARKLAND COMMUNITY PLANNING SERVICES SUITE 404, 4808 ROSS STREET RED DEER ALBERTA T4N1X5

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
191 043 889

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

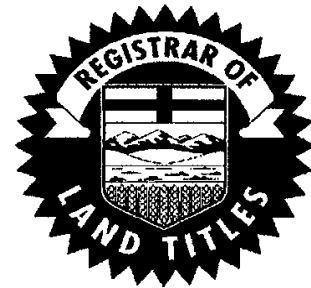
021 318 144 11/09/2002 CAVEAT
RE : DEFERRED SERVICES AGREEMENT
CAVEATOR - THE TOWN OF CARSTAIRS.
BOX 370
CARSTAIRS
ALBERTA TOMONO

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 11 DAY OF
FEBRUARY, 2021 AT 08:00 A.M.

ORDER NUMBER: 41012468

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

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

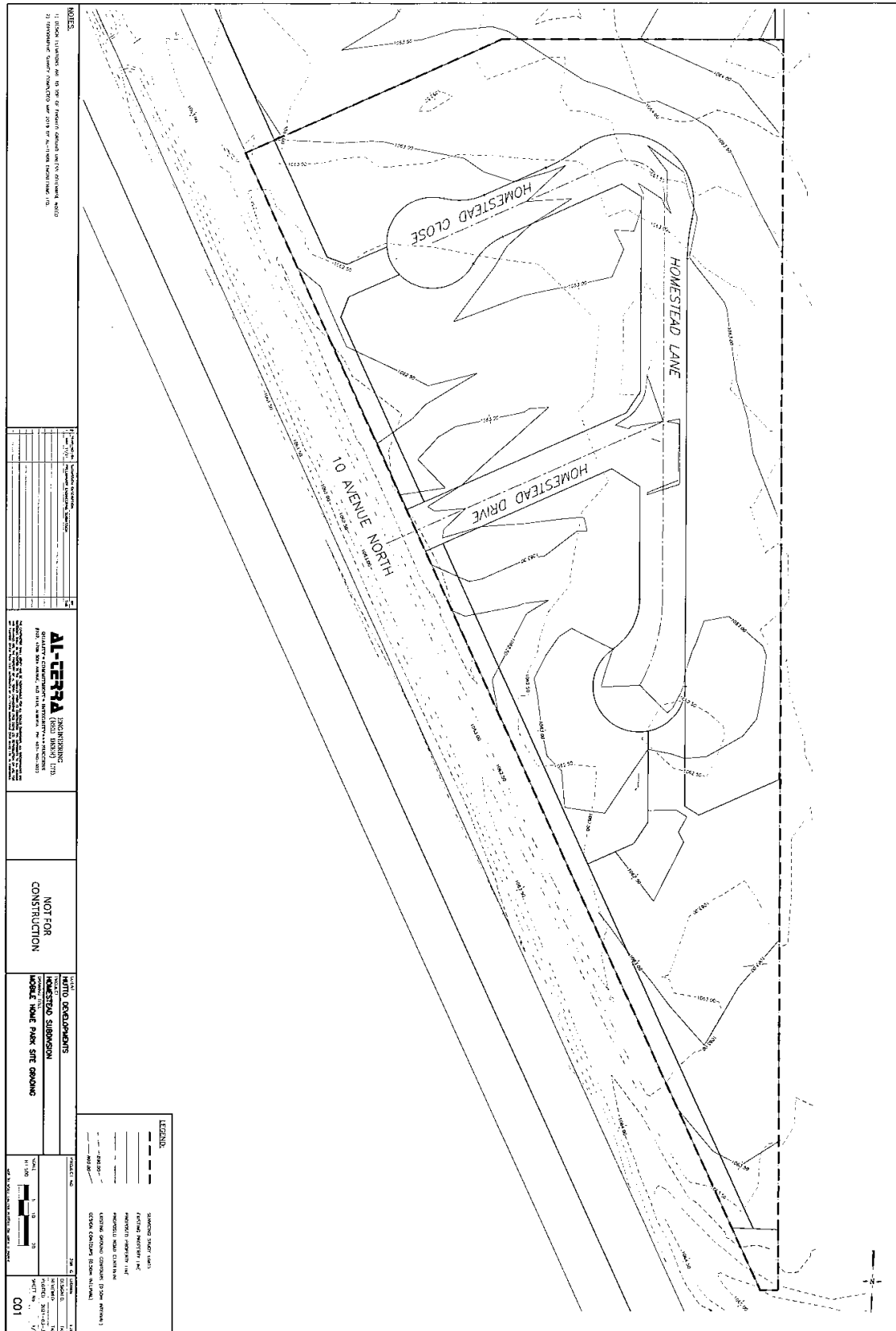
The Town of Carstairs MDP indicates that the community's preference has predominantly been low density single-family housing; however other forms of housing such as semi-detached and row houses are gaining in popularity. The following goal from section 6.2 of the MDP is met by the ASP:

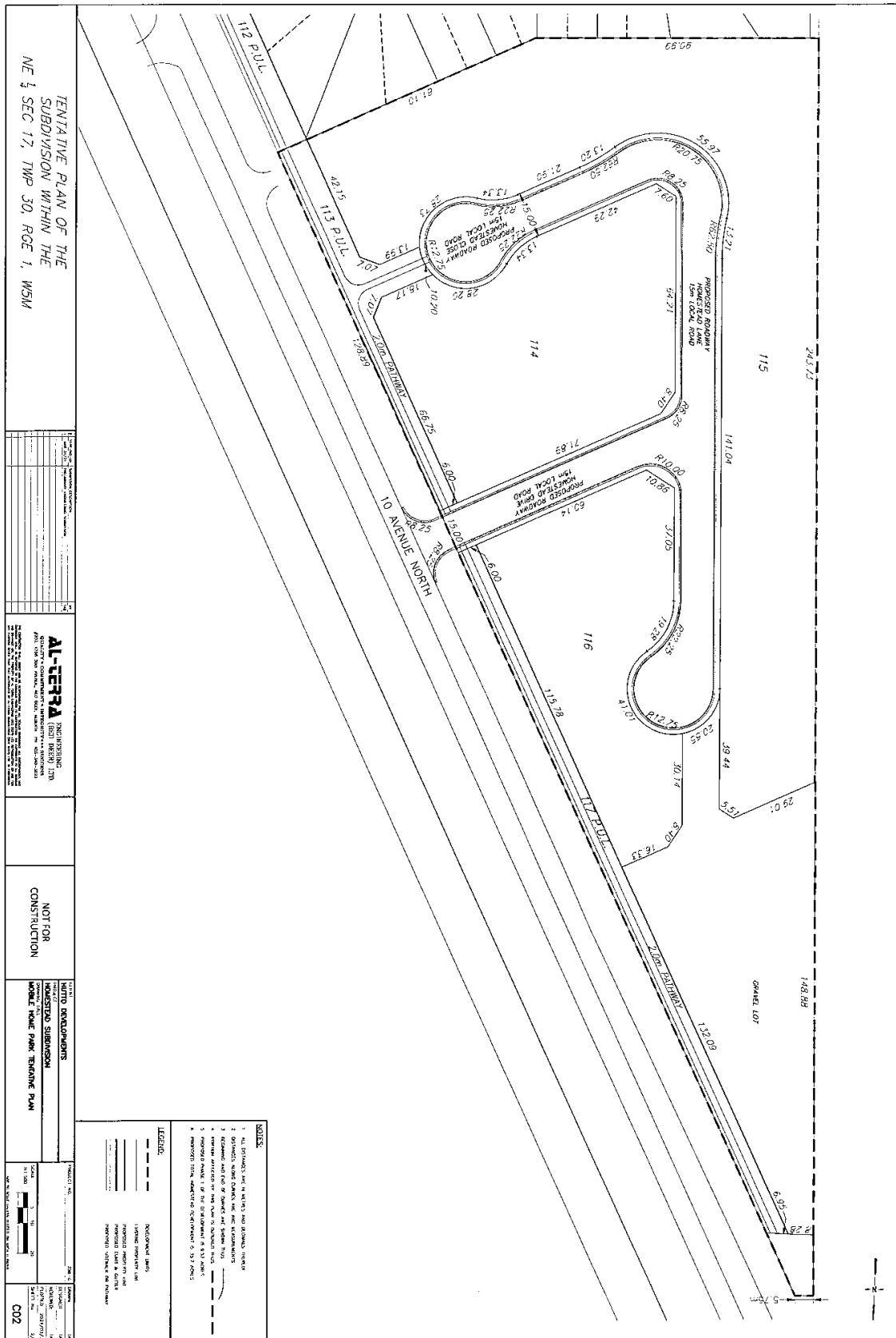
- to facilitate a variety of housing opportunities of densities that meet the needs and preferences of all household types and income levels.

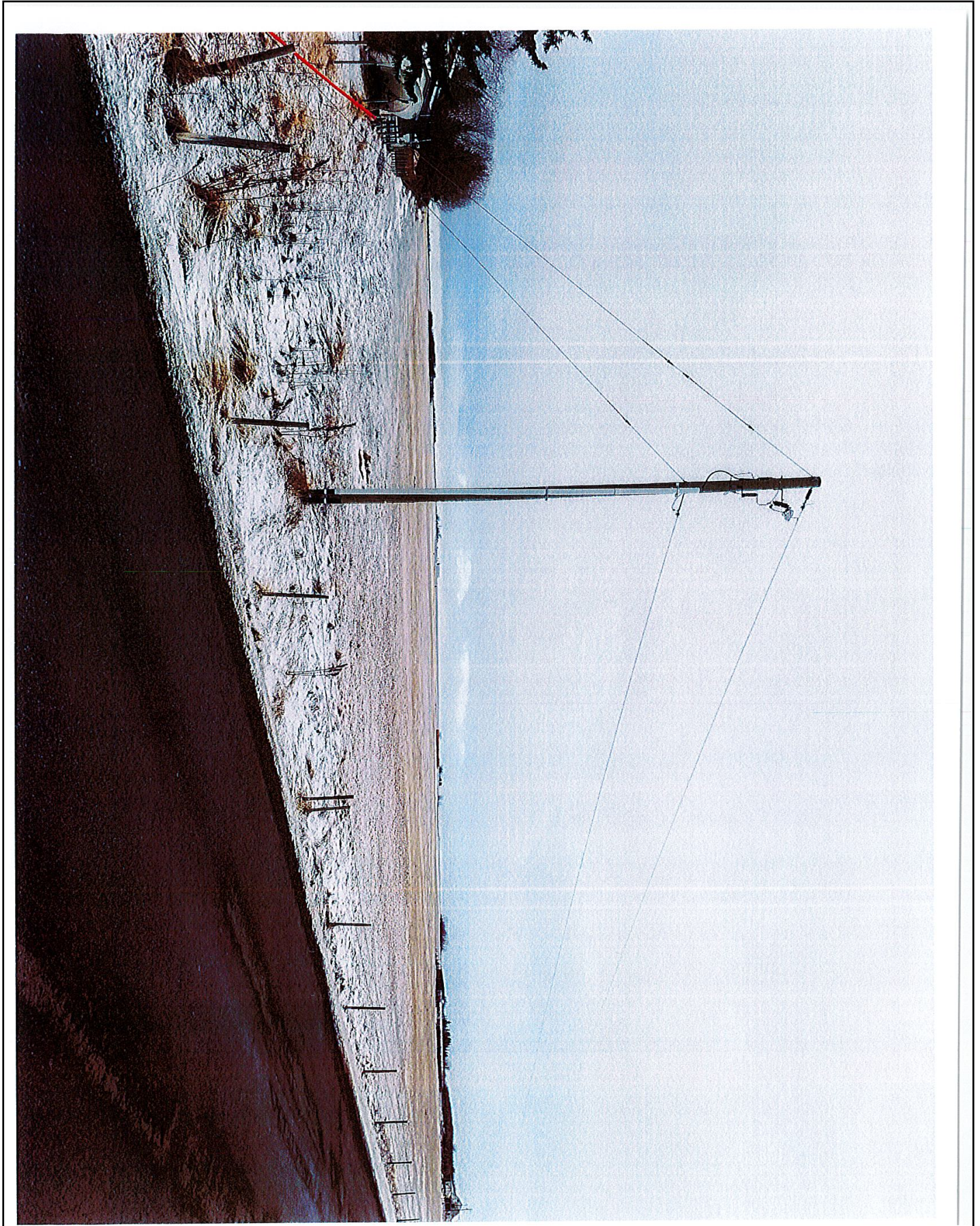
The vision for the Homestead ASP incorporates the underlying theme of sustainability in providing for a variety of options to the traditional detached dwellings predominantly found in the Town of Carstairs. The objectives listed below support the vision of the Homestead ASP:

- To create an inclusive residential neighbourhood that provides housing opportunities for a broad range of ages, lifestyles and income levels
- To provide parks and linear open spaces for community gatherings and connections to adjacent developments

- To provide pedestrian connectivity to adjacent developments and along major thoroughfares
- To provide active and passive opportunities for recreation
- To provide a range of housing options to consumers
- To ensure cost-effective and contiguous infrastructure
- To provide the opportunity for a multi-generational community
- The principles of Crime Prevention Through Environmental Design (CPTED) will be taken into consideration to help create a safe and secure neighbourhood



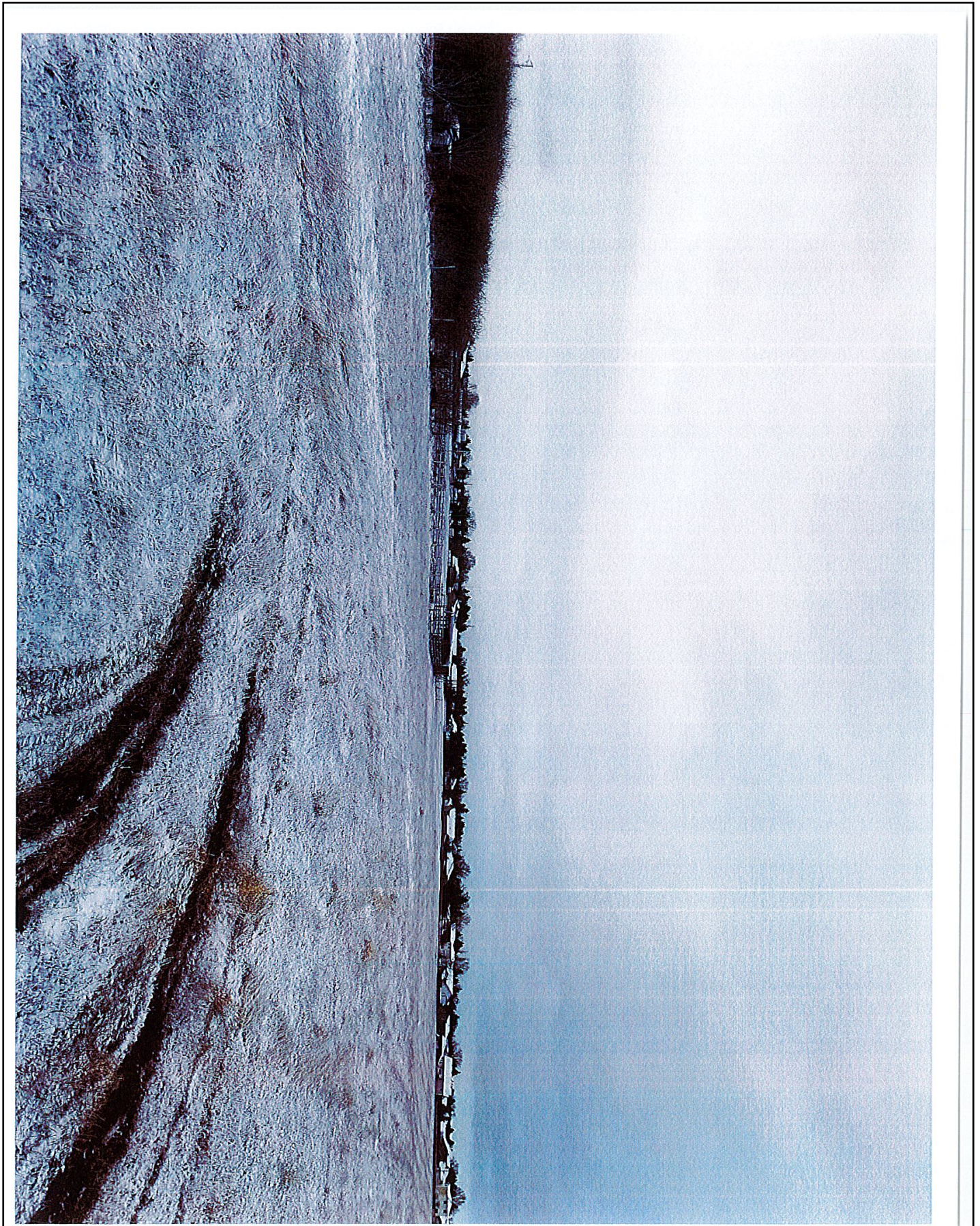


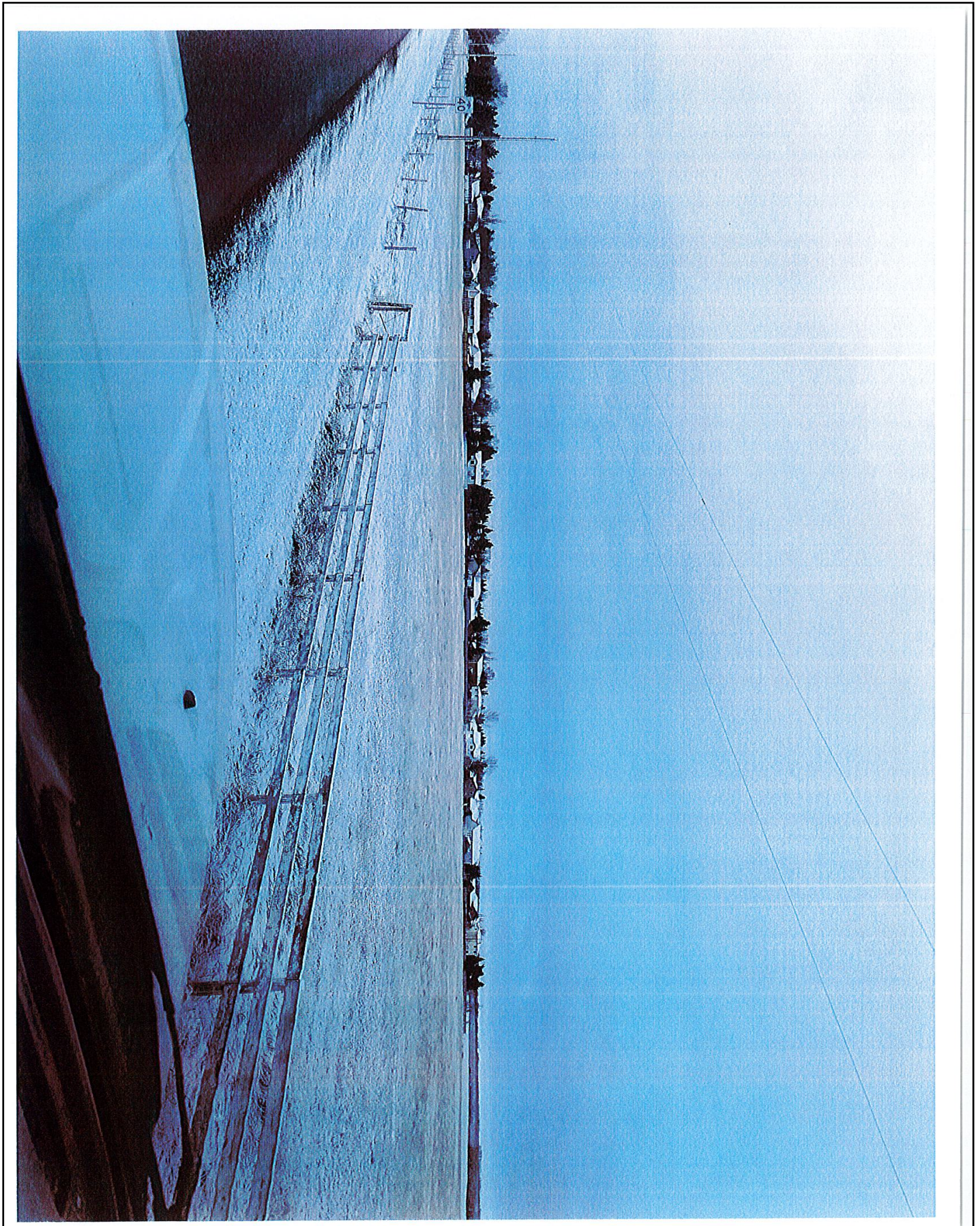














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		\$250 each for Phase Approvals (2 Phases)	500.00

Subtotal: 16,850.00

GST: 842.50

TOTAL PAID: \$17,692.50

Approved Signature

Bylaw No. 2016

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 \$1,600,000.00 for the construction of a Fire Hall.

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 completion of the construction of a Fire Hall;

WHEREAS plans and specifications have been prepared and the total coast of the project is estimated to be \$4,000,000.00 and the Municipality estimates the following contributions will be applied to the projects:

Debenture(s)	\$1,600,000.00
Reserves	\$ 400,000.00
County Contribution	\$2,000,000.00
Total Cost	\$4,000,000.00

WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of \$1,600,000.00 for a period of up to fifteen (15) years, from Alberta Capital Finance Authority 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 fifty (50) years;

WHEREAS the principal amount of the outstanding debt of the Municipality at December 31, 2020 is \$3,498,931 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 Fire Hall Construction".
2. That for the construction of a Fire Hall the sum of One Million, Six Hundred Thousand Dollars (\$1,600,000.00) be borrowed from the Alberta Capital Finance Authority 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 \$1,600,000.00 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 to construct a Fire Hall.
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 fifteen (15) years, calculated at a rate not exceeding the interest rate fixed by Alberta Capital Finance Authority, or another authorized financial institution, on the date of the borrowing and not to exceed six (6) percent.
5. The Municipality shall levy and raise in 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 26TH DAY OF APRIL A.D., 2021
READ A SECOND TIME THIS XXTH DAY OF XXXXX A.D., 2021
READ A THIRD AND FINAL TIME THIS XXTH DAY OF XXXXX A.D., 2021

Mayor, Lance Colby

CAO, Carl McDonnell

TOWN OF CARSTAIRS

BYLAW NO. 2017

BEING A BYLAW of the Town of Carstairs in the Province of Alberta to designate the Knox Presbyterian Church at Carstairs Heritage Centre as a Municipal Historic Resource.

WHEREAS *the Historical Resources Act, R.S.A. 2000c. H-9 as amended, (the 'Act')* permits the Council of the Town of Carstairs to designate as a municipal Historic Resource real property, including land and buildings, features and structures upon the land, whose preservation the Council considers to be in the public interest because of their heritage and value; and

WHEREAS *the owner of this proposed municipal historic resource has been given sixty (60) days written notice of Council's intention to consider passing this Bylaw in accordance with the Act;*

WHEREAS the Town of Carstairs, in the Province of Alberta, having complied with the Act, and duly assembled, hereby enacts as follows;

TITLE:

1. This Bylaw shall be called the "Municipal Historic Resource Designation of the Knox Presbyterian Church".

INTERPRETATION

2. In this bylaw;
 - a. Any reference to be named act is a reference to an Act of the Legislature of Alberta, as amended from time to time;
 - b. Any reference to a Town of Carstairs employee position, department or committee is deemed to be to the current name that the employee position, department or committee is known by.

BUILDINGS DESIGNATED AS A MUNICIPAL HISTORIC RESOURCE

3. The property known as the Knox Presbyterian Church residence in the Town of Carstairs in the Province of Alberta is located on lands legally described as;
 - a. Lot, 25,
 - b. Block 2,
 - c. Plan 0915149
4. The location of the Knox Presbyterian Church residence is visually represented in the attached Schedule "A" entitled, "Historic Resource Evaluation" being located at 1138 Nanton Street. Schedule "A" is a location map and may be one of the following:
 - a. Civic Address Map,
 - b. Legal/or Land Use Map
 - c. Satellite Map (Google Earth).
5. The heritage value of the Knox Presbyterian Church residence is hereby described in the attached Schedule "B", entitled and hereby known as the "Municipal Historic Resource Designation Application".

6. The specific elements of the Knox Presbyterian Church residence considered to possess heritage value are specifically described and identified in the attached Schedule "C", entitled and hereby known as the "Heritage Inventory Amendment Application".
7. The Knox Presbyterian Church residence is hereby designated a Municipal Historic Resource as defined in the Act. Council may, in its sole discretion, revoke this designation at any time by repealing this Bylaw in accordance with the Act.
8. The Chief Administrative Officer or his appointed designate will have the authority to approve all requests for minor work to alter, restore or repair an historic resource in the Town of Carstairs as per Section 26(6) of the Alberta Historical Resources Act, with Council retaining the final approval on requests to destroy or demolish an historic resource and on requests for major conservation or restoration work that require a building or development permit or other cases as deemed necessary.

REPAIRS AND REHABILITATION

9. No person shall destroy, disturb, alter, restore, repair or otherwise permanently affect the Regulated Portions unless that person has obtained the prior written approval of Council or the Chief Administrative Officer or his appointed designate, pursuant to section 8 of this Bylaw.
10. When considering any application under Section 9 of this Bylaw, Council, or the Chief Administrative Officer or his appointed designate, pursuant to Section 8 of this Bylaw, shall take into consideration the terms of the Parks Canada 2010 publication "Standards and Guidelines for the Conservation of Historic Places in Canada" (as replaced or amended from time to time).
11. All portions of the Knox Presbyterian Church residence which are not specifically described or identified as character defining elements in Schedule 'B' or as Regulated Portions in Schedule 'C', i.e. the "Non-Regulated Portions", may be altered, restored, repaired or otherwise permanently affected, provided that such action does not impact the Regulated Portions and that all permits or approvals required to do such work have been obtained from the authority having jurisdiction.
12. All portion of the Knox Presbyterian Church residence that encroaches onto any adjacent land, other than the land owned by the Town of Carstairs, shall be considered Non-Regulated Portions. Any portion of any building that encroaches onto the Knox Presbyterian Church residence shall not be affected by this Bylaw.

COMPENSATION

13. No compensation is owing from the Town of Carstairs to the owner of the Knox Presbyterian Church residence as a result of this Municipal Historic Resource Designation.
14. Compensation in the form of the Alberta Historical Resources Foundation grant money is available to the owner of the Knox Presbyterian Church residence, if listed on the Alberta Register of Historic Places, provided that an application is submitted directly to the Province by the owner.

SCHEDULES

15. Schedules 'A', 'B', 'C', as attached, from part of this Bylaw.

GENERAL

16. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

17. This bylaw comes into force when it receives third and final reading and is signed by the Mayor and the Chief Administrative Officer or designates.

READ A FIRST TIME THIS 26 DAY OF APRIL A.D., 2021.

READ A SECOND TIME THIS 26 DAY OF APRIL A.D., 2021.

READ A THIRD AND FINAL TIME THIS 26 DAY OF APRIL A.D., 2021.

Mayor, Lance Colby

CAO, Carl McDonnell

Schedule "A"

Attached Location Map (Civic Address, Legal/or Land Use Map, or Satellite Map (Google Earth)

Town of Carstairs
Bylaw #2017
Page 4 of 10

Schedule "B"

FOR OFFICE ONLY
Date Received
Date Reviewed



MUNICIPAL HISTORIC RESOURCE DESIGNATION APPLICATION

	APPLICANT:	REGISTERED OWNER:
Name	Carstairs & District Historical Society	Carstairs & District Historical Society
Mailing Address	Box 1067 Carstairs, AB T0M 0N0	
Phone Number	403-337-3710	
Email Address	info@carstairsmuseum.ca	carstairsmuseum@gmail.com
INFORMATION OF HISTORIC RESOURCES		
Name of Resource	Knox Presbyterian Church	
Address of Resource	1138 Nanton Street, Carstairs, AB, T0M 0N0	
Legal Description	Plan 0915149	Block 2 Lot 25
<p>Has this resource been designated by the Government of Alberta as a:</p> <ul style="list-style-type: none"> Provincial Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input checked="" type="checkbox"/> No Registered Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input checked="" type="checkbox"/> No 		
APPLICATION ATTACHMENTS		
<input type="checkbox"/> Written authorization from the registered owner consenting to the designation of the historic resource. <input type="checkbox"/> Current photos of the historic resource, and any specific features that contribute to its historical significance. A minimum of four exterior photos, including one of each façade. May include interior. <ul style="list-style-type: none"> <i>Included in SoS & Evaluation Report</i> <input type="checkbox"/> Archival photos of the historic resource, if any. <ul style="list-style-type: none"> <i>Included in SoS & Evaluation Report</i> <input type="checkbox"/> Detailed information of the following:		

- Present condition of the historic resource (roof, exterior, doors and windows, foundation, interior, etc.) *See Attachment SoS & Evaluation Report & Roof Repair.*
- Description of substantial additions or renovations made to the historic resource, and dates, if any.
Included in SoS & Evaluation Report
- Description of proposed or future renovations, additions, or alterations, to the historic resource, if any. *See Attachment –Renovations.*

- ☐ Land Use Bylaw Amendment Application (Redistricting Application)
- ☐ Current Certificate of Title, no more than one month old from the date this application is submitted.
- ☐ A Real Property Report (RPR), no more than five years old from the date this application is submitted, and where the property has had no changes made to it within the five years.

Found in Town Office – Carl McDonell contacted.

I hereby submit this application with the supporting documents as required, and to the best of my knowledge and belief, the information herein is true and accurate.

Signature of Applicant

Date

Personal information on this form is collected under the authority of Section 33© of the Freedom of Information and Protection of Privacy (FOIP) Act. The information will be used to process this application for the purpose of having a property considered a historic resource.

Schedule "C"

FOR OFFICE ONLY
Date Received
Date Reviewed



SEE ATTACHED SOS & EVALUATION REPORT

HERITAGE INVENTORY AMENDMENT APPLICATION

	APPLICANT:	REGISTERED OWNER:
Name		
Mailing Address		
Phone Number		
Email Address		
INFORMATION OF HISTORIC RESOURCES		
Name of Resource		
Address of Resource		
Legal Description		
Architect/Builder		
Date of Construction		
Original Use		
Current Use		
<p>Has this resource been designated by the Government of Alberta as a:</p> <ul style="list-style-type: none"> Provincial Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input type="checkbox"/> No Registered Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input type="checkbox"/> No 		
APPLICATION ATTACHMENTS		
<input type="checkbox"/> Current photos of the historic resource, and any specific features that contribute to its historical significance.		
<input type="checkbox"/> Archival photos of the historic resource, if any.		

Town of Carstairs
Bylaw #2017
Page 7 of 10

<input type="checkbox"/> Any additional documents that may support the elevation of the proposed historic resource.			
HISTORICAL THEMES (PLEASE SELECT ALL THAT APPLY)			
<input type="checkbox"/> Agricultural Development	<input type="checkbox"/> Intellectual Life	<input type="checkbox"/> Transportation	
<input type="checkbox"/> Business and Industry	<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Urban Development	
<input type="checkbox"/> Education	<input type="checkbox"/> Resource Development	<input type="checkbox"/> Work and Leisure	
<input type="checkbox"/> Health	<input type="checkbox"/> Spiritual Life	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> Indigenous	<input type="checkbox"/> Sports		
How does the historic resources express the above noted historical theme(s)? 			
EVALUATION CRITERIA	YES	NO	COMMENTS
Architecture <ul style="list-style-type: none"> Is the site architecturally significant? Is the site a significant expression of a particular style (arts & crafts, modern, etc.)? Does the site feature unique design details or features? Is the site a rare, unique, or representative example of a particular style/type? Does the resource have architectural integrity (historic elements, materials, form, massing, scale, original context, etc.)? 			
Historical Context <ul style="list-style-type: none"> Is the site historically significant in the development of the particular neighbourhood? Does the site reflect a significant theme of development from the St. Albert Historic Context Statement? Is the site a landmark in the Town or neighbourhood? Does the landscape or natural environment of the site hold significant for the neighbourhood or Town? 			
Person/Event			

<ul style="list-style-type: none"> Is the site significant for its association with a particular person or group of people? Is the architect or builder significant? Is the site associated with a significant event? 			
Contemporary Compatibility/Usability <ul style="list-style-type: none"> Does the site maintain its original context? Is the site compatible with its current context? Is the space relevant within the contemporary context and surrounding environment? Is there potential for the current use of the site to continue for a compatible future use? 			
Alterations/Additions/Evolution <ul style="list-style-type: none"> If the site has been evolved over time, are the alterations considered significant? Dates of significant alterations? 			
Architectural Integrity <ul style="list-style-type: none"> Does the resource have architectural integrity (historic elements, materials, form, scale, massing, and original context)? 			
Evaluation Criteria	Yes	No	Comments
Location <ul style="list-style-type: none"> Location is the place where an historic resource was constructed or the site where an historic activity or event occurred. 			
Design <ul style="list-style-type: none"> Design is the combination of elements that create the form, plan, space, structure, and style of resource. 			
Environment			

<ul style="list-style-type: none">Environment is the physical setting of an historic resource. Whereas location refers to a specific place, in which a resource played its historic role.			
Materials <ul style="list-style-type: none">Materials are the physical elements that were combined or deposited during a particular period(s) or time frame and in a particular pattern or configuration to form a historic resource.			
Workmanship <ul style="list-style-type: none">Workmanship is the physical evidence of the crafts of a particular culture or people during any given period in history. It is important because it can provide information about technological practices and aesthetic principles.			
Merit <ul style="list-style-type: none">Does the site merit additions to the St. Albert Heritage Inventory, based on the above criteria?			

I hereby submit this application with the supporting documents as required, and to the best of my knowledge and belief, the information herein is true and accurate.

Signature of Applicant

Date

Personal information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The information will be used to process this application for the purpose of having a property considered a historic resource.



HISTORIC RESOURCE EVALUATION

KNOX PRESBYTERIAN CHURCH



HISTORIC PLACE DESCRIPTION	
RESOURCE NAME	Knox Presbyterian Church
ALTERNATE NAMES	Carstairs Heritage Centre, Roulston Museum
ADDRESS	1138 Nanton Street, Carstairs, AB, T0M 0N0
LEGAL DESCRIPTION	Plan 0915149;Block 2;Lot 25 (formerly Plan 2663H;Block 2;Lots 16 & 17)
GEOGRAPHIC LOCATION	51.563544 Latitude, -114.100372 Longitude
CONSTRUCTION YEAR	1901 (church), 1958 (social hall)
ARCHITECT/DESIGNER	n/a
BUILDER/CONTRACTOR	William Whittet (church), Albert Klitzke (social hall)
ORIGINAL OWNER	Knox Presbyterian Church
NEIGHBOURHOOD	Downtown Carstairs
ORIGINAL USE	Institutional (Religious Church)
CURRENT USE	Institutional (Museum)




HISTORIC RESOURCE EVALUATION

HISTORIC PLACE SIGNIFICANCE SUMMARY																			
SIGNIFICANCE SUMMARY	<p>This site is significant because...</p> <p>As the oldest extant building in Carstairs, which embodies the labours and sacrifice of early community pioneers, Knox Presbyterian Church is symbolic of the early settlement of the town. (Symbolic Value)</p> <p>Knox Presbyterian Church is valued as an example of the Carpenter's Gothic Style. (Style Value)</p> <p>Knox Presbyterian Church, Carstairs' earliest formal place of worship, possesses value as a significant institutional building that served the spiritual needs of its congregation and the social needs of the wider community for almost twelve decades. (Institution Value)</p> <p>The prominent church, with its corner location and important use as Carstairs' local museum, has also become a town landmark. (Landmark Value)</p>																		
SIGNIFICANCE CRITERIA	<p><input type="checkbox"/> Activity/Theme/Cultural Practice/Event</p> <p><input checked="" type="checkbox"/> Institution/Person</p> <p><input checked="" type="checkbox"/> Design/Style/Construction</p> <p><input type="checkbox"/> Information Potential</p> <p><input checked="" type="checkbox"/> Landmark/Symbolic Value</p>																		
PROVINCIAL MASTER PLAN THEME	<table border="0"> <tr> <td><input type="checkbox"/> Pre-contact Alberta</td> <td><input type="checkbox"/> Work and Leisure</td> </tr> <tr> <td><input type="checkbox"/> Fur Trade</td> <td><input checked="" type="checkbox"/> Spiritual Life</td> </tr> <tr> <td><input type="checkbox"/> Aboriginal Life</td> <td><input type="checkbox"/> Business and Industry</td> </tr> <tr> <td><input type="checkbox"/> Resource Development</td> <td><input type="checkbox"/> Law Enforcement</td> </tr> <tr> <td><input type="checkbox"/> Transportation</td> <td><input type="checkbox"/> Military</td> </tr> <tr> <td><input type="checkbox"/> Agricultural Development</td> <td><input type="checkbox"/> Education</td> </tr> <tr> <td><input checked="" type="checkbox"/> Urban Development</td> <td><input type="checkbox"/> Sports</td> </tr> <tr> <td><input type="checkbox"/> Politics and Government</td> <td><input type="checkbox"/> Intellectual Life</td> </tr> <tr> <td><input type="checkbox"/> Health</td> <td><input type="checkbox"/> The Face of Alberta</td> </tr> </table>	<input type="checkbox"/> Pre-contact Alberta	<input type="checkbox"/> Work and Leisure	<input type="checkbox"/> Fur Trade	<input checked="" type="checkbox"/> Spiritual Life	<input type="checkbox"/> Aboriginal Life	<input type="checkbox"/> Business and Industry	<input type="checkbox"/> Resource Development	<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Transportation	<input type="checkbox"/> Military	<input type="checkbox"/> Agricultural Development	<input type="checkbox"/> Education	<input checked="" type="checkbox"/> Urban Development	<input type="checkbox"/> Sports	<input type="checkbox"/> Politics and Government	<input type="checkbox"/> Intellectual Life	<input type="checkbox"/> Health	<input type="checkbox"/> The Face of Alberta
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<input type="checkbox"/> Fur Trade	<input checked="" type="checkbox"/> Spiritual Life																		
<input type="checkbox"/> Aboriginal Life	<input type="checkbox"/> Business and Industry																		
<input type="checkbox"/> Resource Development	<input type="checkbox"/> Law Enforcement																		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Military																		
<input type="checkbox"/> Agricultural Development	<input type="checkbox"/> Education																		
<input checked="" type="checkbox"/> Urban Development	<input type="checkbox"/> Sports																		
<input type="checkbox"/> Politics and Government	<input type="checkbox"/> Intellectual Life																		
<input type="checkbox"/> Health	<input type="checkbox"/> The Face of Alberta																		
ERA OF DEVELOPMENT	<p><input type="checkbox"/> Early Pre-contact (ca10,000 to 6,000 BCE)</p> <p><input type="checkbox"/> Middle Pre-contact (ca6,000 BCE to 200 CE)</p> <p><input type="checkbox"/> Late Pre-contact (200 to 800 CE)</p> <p><input type="checkbox"/> Pre Settlement (800CE to 1882)</p> <p><input type="checkbox"/> Edmonton Trail Stopping Houses, Railway, Frontier period (1883-1899)</p> <p><input checked="" type="checkbox"/> Early Townsite Settlement & Pre-War Boom (1900-1913)</p> <p><input type="checkbox"/> First World War (1914-1918)</p> <p><input type="checkbox"/> Inter-war Period (1919-1939)</p> <p><input type="checkbox"/> Second World War (1940-1945)</p> <p><input type="checkbox"/> Post-War Era (1946-1969)</p> <p><input type="checkbox"/> 'Modern' Era (1970-1989)</p>																		
DATES	<p>As well as the years of construction other significant dates are:</p> <p>Date church closed: 1985</p> <p>Date of Designation as Registered Historic Resource: January 19, 1988</p>																		


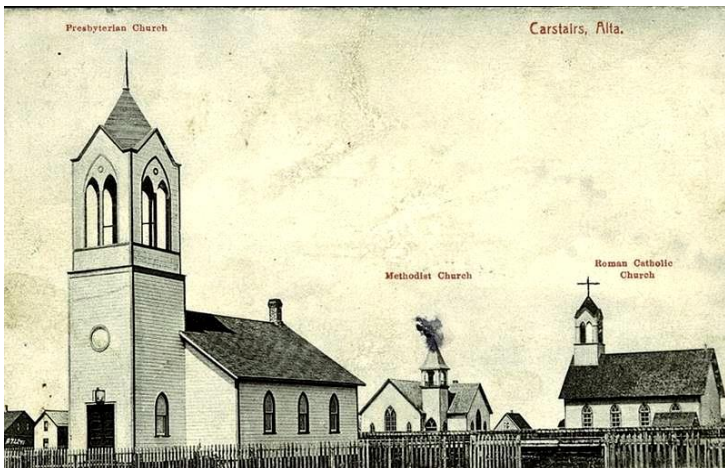


HISTORIC RESOURCE EVALUATION

INTEGRITY	Does the resource retain sufficient integrity to convey significance? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No												
DESIGNATION	<table border="0"> <tr> <td>Federal</td><td><input type="checkbox"/> Yes</td><td><input checked="" type="checkbox"/> No</td></tr> <tr> <td>Provincial</td><td><input type="checkbox"/> Yes</td><td><input checked="" type="checkbox"/> No</td></tr> <tr> <td>Registered</td><td><input checked="" type="checkbox"/> Yes</td><td><input type="checkbox"/> No File No. 1431</td></tr> <tr> <td>Municipal</td><td><input type="checkbox"/> Yes</td><td><input checked="" type="checkbox"/> No</td></tr> </table>	Federal	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Provincial	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Registered	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No File No. 1431	Municipal	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Federal	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No											
Provincial	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No											
Registered	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No File No. 1431											
Municipal	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No											
EVALUATION AUTHOR, CONTACT	Marilyn Williams Phone 403-889-4356												
CONTEXT IMAGE													
Description	Knox Presbyterian Church viewed from the southwest.												
Date	October 2019												
Copyright	Carstairs Heritage Centre												



HISTORIC RESOURCE EVALUATION

CURRENT IMAGE	
Description	Front (south) and west façades of Knox Presbyterian Church.
Date	October 2019
Copyright	Carstairs Heritage Centre
HISTORIC IMAGE	
Description	The three earliest Carstairs churches on 'Church Corner' (L to R) - Knox Presbyterian Church foreground (showing Carpenter's Gothic Style and 1903 vestibule/bell tower addition), the 1906 Methodist (later United, non-extant) Church, and 1903-04 St. Agnes Roman Catholic Church (non-extant).
Date	1909
Copyright	Peel Prairie Post Card collection.



HISTORIC RESOURCE EVALUATION

STATEMENT OF SIGNIFICANCE

DESCRIPTION	<p>Knox Presbyterian Church is a wood-frame church building comprised of a 1901 church bay, a tall ca1903 vestibule bay centred on the front façade which is also the lower tier of a square bell tower, a 1958 rear hall extension as well as 2000 and 1964 extensions to the north and east. The Carpenter's Gothic-style church features symmetrical façades with Gothic-arched wooden windows, gently pitched gable roof, round blind over the tall, double front entry and wooden trim. The building is clad in salt-and-pepper quartz-dash stucco (over original wooden cladding on church and vestibule bays). The former church is located on a large corner lot on Nanton Street and 11th Avenue, quiet residential streets with several other institutional buildings. Now part of the Carstairs Heritage Centre complex, the church has landscaped setbacks to the south and west sides, and recently placed museum buildings to the east. It is situated opposite Memorial Park and one block west of 10th Avenue, the town's commercial main street.</p>
HERITAGE VALUES	<p>As the oldest extant building in Carstairs, which embodies the labours and sacrifice of early community pioneers, Knox Presbyterian Church is symbolic of the early settlement of the town. Carstairs is situated along an ancient north-south transportation corridor used for millennia by indigenous peoples. When the transcontinental railway arrived in Calgary in 1883, the route became a cart trail and stage coach route, and Sam Scarlett established his stopping house in the area. During the construction of the C & E Railway, a siding with small station and section house was erected in 1890, and in 1900 the townsite was surveyed. The next year TJS Ferguson, a Presbyterian student minister from Queen's University assigned to the district between Olds and Calgary, immediately set to the task of supervising a central church building. At that time there were only the railway buildings, blacksmith shop, and dwelling of carpenter William Whittet who Ferguson engaged as contractor. A corner lot was donated, labour volunteered, and materials funded by Scarlett. The church was completed by summer, and by 1903 a prominent vestibule/bell tower was added. Interior elements such as pews and oak wainscoting were fabricated by long-time congregation members like local painter J Harnack.</p> <p>Knox Presbyterian Church is valued as an example of the Carpenter's Gothic Style, a variation of the Gothic Revival style that became popular in the latter half of the 19th century. Also known as Rural Gothic, the style adapted Gothic motifs to wood-frame buildings crafted by local carpenters. Features of this style displayed by the church are the Gothic (pointed) arches in its windows, symmetrical façades, gently pitched gable roof and tall lower tier of the square bell tower. When the tower was new, each face of the original upper tier displayed double assemblies of lancet openings within a Gothic-arched detail, surmounted by label-shaped gables and a wooden spire.</p> <p>Knox Presbyterian Church, Carstairs' earliest formal place of worship, possesses value as a significant institutional building that has served the Carstairs community for almost twelve decades. Early spiritual gatherings in the area were held at Scarlett's</p>



HISTORIC RESOURCE EVALUATION

stopping house and later the railway station. The first service in the new church was held July 14, 1901 by Rev Ferguson; he later completed his final theology session in 1902, returning to serve until 1908. The church has witnessed the major life events of the congregation - baptisms, funerals, marriages. In its early years it was especially important as a place for community gatherings and for the Methodist, Union, Mennonite and Anglican churches to hold services.

The most notable congregation member was the first Sunday School Superintendent, Henry Wise Wood (1860-1941). Wood had moved to his Carstairs wheat farm in 1905; he became the leader of the United Farmers of Alberta from 1916-31, overseeing its transition to political party in 1919, and majority win in 1921.

In 1925, Knox opted out of Union and a minority of the congregation joined the newly formed United Church. The next two decades were challenging with a reduced membership, the depression and the war after. But a period of revitalization followed and a hall was erected under the leadership of Rev Thomas Roulston (served 1955-59). In 1957 the sale of the manse funded about 75% of the \$4200 cost and an architect prepared a survey. Albert Klitzke, a local Carstairs carpenter, contractor and rancher, was engaged in 1958. The hall has served the choir, Young People's Group, Women's Missionary Society and Women's Auxiliary - the latter using it for their fundraising teas, bake sales and dinners - and as the town's kindergarten. Although the church closed in 1985, the building continues to play a pivotal role in the community as the Carstairs Heritage Centre.

With its prominent corner location, and new use as a popular local museum, Knox Presbyterian Church has also become a town landmark.



HISTORIC RESOURCE EVALUATION

CHARACTER-DEFINING ELEMENTS

Character-defining elements of the Knox Presbyterian Church include, but are not limited to its:

- form, scale and massing as expressed by its one-storey, 2-bay (church and hall) rectangular plan with narrow façade and front vestibule which originally supported the upper tier of the bell tower;
- medium-pitched, front-gable roof on church/hall; shallow overhanging eaves with closed soffits and plain frieze; plain wooden verge-boards and plain frieze in the rear gable; wooden shingle roofing material;



- wood-frame construction with salt-and-pepper quartz-dash stucco (with original wooden cladding underneath on church and vestibule bays) and wood trim;



Left: close-up of stucco (hall bay left, church bay right of seam); right: exposed wooden siding of former exterior north wall of church, now interior south wall of hall.

- original fenestration pattern on all façades; windows such as single assemblies of fixed, 1-over-1 hung wooden-sash, vertical, gothic-arched windows with wooden lug sills, and round blind; wooden trim;



HISTORIC RESOURCE EVALUATION

- centred front entry door opening with wooden trim;



- Carpenter's Gothic Revival details such as its medium-pitched gable roof; Gothic-arched windows with wooden trim and sashes; wooden cladding below stucco; remaining lower tier of original two-tiered square bell tower;

- other exterior features such as raised, centred front entry with stairs and landing;



HISTORIC RESOURCE EVALUATION

- interior features such as its original: wooden pews in three rows (centre and aisle);



oak wainscoting around sanctuary and nave; moulded oak window trim; two-leaf, 6-panel, wooden interior vestibule entry doors;



April 15, 2021

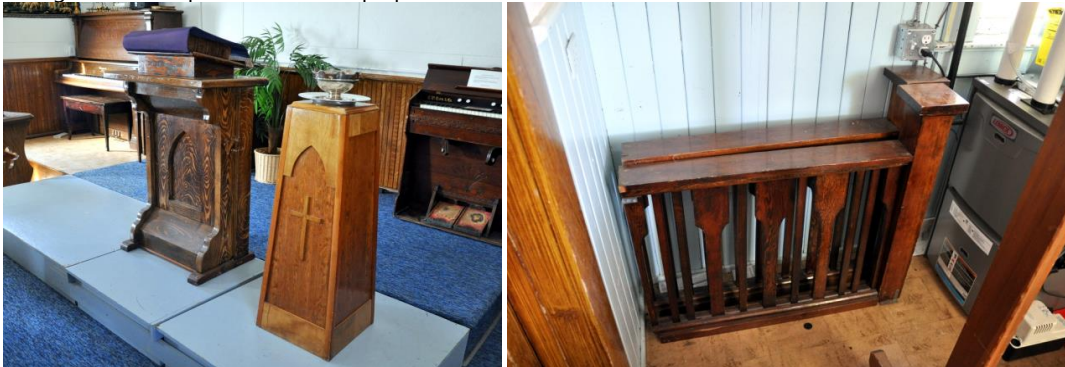
Page 9 of 21

MARILYN WILLIAMS CONSERVATION



HISTORIC RESOURCE EVALUATION

centred pulpit with pulpit fall, baptismal font (built ca1946 by Oliver Goodfellow); decorative wooden railings used to separate choir and pulpit areas;



cast-iron bell, Celtic Cross, hymn board; offering plates, alter table, other original furniture;





- original placement and orientation on property; front (south) and west setbacks with green landscaping; location on a corner lot facing quiet streets with setbacks mainly landscaped with grass and mature trees;

- relation to former church manse nearby on the northwest corner of (Mountain) 11th Avenue & Grey Street; views to the church and church yard from the southwest.



HISTORIC RESOURCE EVALUATION

<p>ADDITIONAL PHOTOS</p>	
<p>Description</p>	<p>Knox Presbyterian Church west elevation.</p>
<p>Date</p>	<p>October 2019</p>
<p>Copyright</p>	<p>Carstairs Heritage Centre</p>
<p>ADDITIONAL PHOTOS</p>	
<p>Description</p>	<p>Knox Presbyterian Church rear (north) and partial west elevations.</p>
<p>Date</p>	<p>October 2019</p>
<p>Copyright</p>	<p>Carstairs Heritage Centre</p>



HISTORIC RESOURCE EVALUATION

**ADDITIONAL
PHOTOS**




Description Knox Presbyterian Church east elevation.

Date October 2019

Copyright Carstairs Heritage Centre



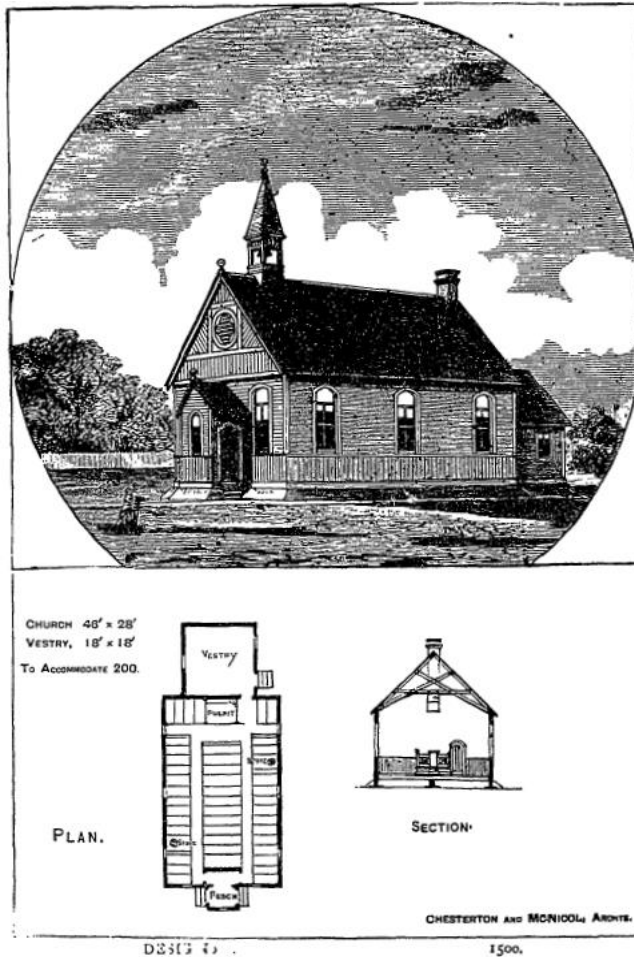
HISTORIC RESOURCE EVALUATION

ADDITIONAL PHOTOS	
Description	Knox Presbyterian Church south (front) elevation showing round wooden blind in vestibule, and raised front entry with tall, two-leaf doors, wooden trim, stairs and landing.
Date	October 2019
Copyright	Carstairs Heritage Centre
ADDITIONAL PHOTOS	
Description	Historic context of Knox Presbyterian Church (red arrow) west of the main street.
Date	ca1910
Copyright	A. C. Jacob, Peel collection PC003247.



HISTORIC RESOURCE EVALUATION

**ADDITIONAL
PHOTOS**



Description

Design No. 3 by Chesterton & McNicol. James Robertson, Presbyterian Home Mission Superintendent for Western Canada, instituted and administered a Church and Manse Building Fund to provide congregations grants for up to 1/5 the building cost and loans for up to 1/2. The Fund also published standard plans like the one above. It reflects the preferred form for western Canadian Congregationalist churches, derived from the humbler parish churches of Britain and popular from the mid-1800s though the first half of c20: a simple gable-roofed rectangular plan with Gothic windows on the side elevations.

Date

1889

Copyright

Presbyterian Church in Canada. Church and Manse Building Fund report 1889



HISTORIC RESOURCE EVALUATION

STATEMENT OF INTEGRITY

CHRONOLOGY OF ALTERATIONS

1901 – construction of the main 26' X 30' church building



Original Knox Presbyterian Church in with Joe Ferguson (L) and Sam Scarlett (R) on steps. Date: 1901, Copyright: Carstairs & District Historical Society

1903 – construction of the 10'6" X 10' entry with bell tower; cladding of bevelled wood added



Cropped from 1909 image above. Note original brick chimney on north end.



HISTORIC RESOURCE EVALUATION

ca1910s - manse
erected a few blocks
away



Manse at northwest corner of Mountain (11th Avenue) & Grey Street (2019 photograph by Joyce Ing)

1945 – salt-and-
pepper quartz-dash
stucco applied over
wood siding

mid 1900s -
insulating panels
applied to interior
ceiling and walls of
the church bay



Ca1950s the church still showing the lower part of the upper tier bell-tower and the original two-leaf, 6-panel wooden front doors. A hedge replaces the picket fence. Source: Carstairs Heritage Centre



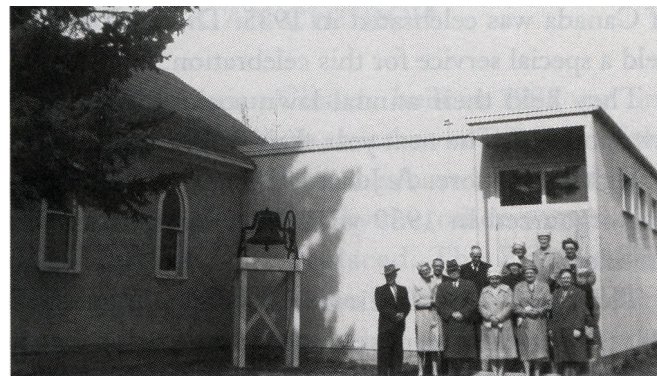
HISTORIC RESOURCE EVALUATION

1958 - 22' X 40' social hall (church hall) north extension; original brick chimney likely removed at this time.
1959 – hall named to his honour the memory of Rev Roulston after his untimely death that year



Church viewed from the northwest shows 1958 and 1964 extensions. Date: 1995 Alberta Register of Historic Places survey file

1960 – Bell tower removed; bell retained
1964 – 32' X 26' east extension adjoining church and social hall with west entrance – kitchen, washrooms, hallway, storage



New extension viewed from the southeast with original bell. Date: 1963 Source: Carstairs History Book Committee (1995) p236

1983-84 – plexi-glass interior storm windows added; front vestibule insulated (1903 external front doors may have been removed at this time)
1985 – church building sold to CDHS for \$1
1988- Designated as Registered Historic Resource
Ca1988/89 – new cedar shingles; new eaves trough system; structural investigation found no structural issues
Ca1989 – new use as a Roulston Museum



HISTORIC RESOURCE EVALUATION

1992 – upgrade to heating system



Vestibule in 1987 (left, Historic Resources Branch) prior to addition of furnace and ducting in the vestibule (right)

Post 1995 – hedge removed
2000 – north gallery extension with sheet metal cladding





HISTORIC RESOURCE EVALUATION

ASPECTS OF INTEGRITY	Does the resource maintain sufficient overall integrity to convey its significance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
1. LOCATION	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A <input type="checkbox"/>	<p>Knox Presbyterian Church retains its original location and situation (placement) on the property.</p>
2. DESIGN	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A <input type="checkbox"/>	<p>Knox Presbyterian Church retains its form and massing, and most of its fenestration including all of the 1901 church bay and 1958 hall bay. As well, it retains the lower tier of the vestibule/bell tower bay, however in 1960 the upper tier of the bell tower structure was deemed by a carpenter to be unsafe, and, together with the bell, was taken down resulting in the loss of the architectural detailing in the upper tier of the bell tower. The bell has been retained and is currently on display in Roulston Hall. In 1944 quartz-dash stucco was applied over the original wood siding on the church and vestibule bays, typical of Inter-war makeovers around that time. The early stucco layer is reversible, but could also be considered to show a sense of evolution. The 2000 and 1964 and extensions are restricted to the north and east, appear to be reversible to some extent. Recently trees have been planted too close to the building and somewhat obscure the stylistic features of the front façade, especially the Gothic-arched windows in the vestibule.</p>
3. ENVIRONMENT	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A <input type="checkbox"/>	<p>In the early years the church had a large churchyard enclosed by a picket fence, and by 1906, with Roman Catholic and Methodist Churches erected close by, it was part of 'Church Corner', a highly visible landmark in the townscape. The church has lost the upper bell tower, the nearby churches later replaced by mid-century modern buildings, the fence replaced by a hedge (later removed) and museum buildings now occupy the east churchyard. However, with its important use as a museum, and with its prominent aspect from the southwest, the church still retains a significant presence in the town.</p>
4. MATERIALS	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A <input type="checkbox"/>	<p>As described in the design section, Knox Presbyterian Church retains many of its early and original materials, although some are concealed like the wood siding below the stucco. There are frost cracks in the concrete plinth mainly on the west side and at the base of the concrete stairs, the latter possibly due to root system of former trees, and minor hairline cracks in the stucco; neither type of cracking is structurally significant. There is some cupping of shingles on the hall bay. There is an exceptional degree of integrity of the interior of the church and vestibule bays. The additions of insulating panels applied to ceiling and upper walls, and furnace in the vestibule are reversible.</p>
5. WORKMANSHIP	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	N/A <input type="checkbox"/>	<p>Knox Presbyterian Church retains much of its original interior and exterior fabric and therefore its workmanship involved with these materials; especially notable are the materials that were hand-crafted by local pioneers in the congregation. The main loss is the woodwork in the upper bell tower and the concealed wood siding in the church and vestibule. The quartz-dash stucco shows good</p>



HISTORIC RESOURCE EVALUATION

craftsmanship as well; the stucco concealing the wood siding is reversible but could also be considered to show a sense of evolution.

6. FEELING Yes ☒ No ☐ N/A ☐

Knox Presbyterian Church maintains the feeling of an early 20th century rural church. The interior of the church, has been exceptionally well-preserved and shows both the tangible and intangible aspects of religious practices in an early western Canadian Presbyterian Church.

7. ASSOCIATION Yes ☒ No ☐ N/A ☐

Knox Presbyterian Church retains its use as an institutional building and continues to serve a social function, the Carstairs Heritage Centre and museum following the church's closure in 1985. With its church architecture and proximity to the current Roman Catholic and Methodist church buildings it also retains its historic religious associations, although no longer used for worship. As well, the interior of the 1901 part of the building has been conserved by the museum for display as it was used, including its original furniture and a number of artefacts like the offering plates, cross and communion set. It also retains much of its original interior and exterior fabric, and therefore its associations with the Carstairs pioneers who contributed to its construction.



HISTORIC RESOURCE EVALUATION

Primary Sources:

Carstairs Heritage Centre

Registers from selected years documenting funerals, marriages and baptisms – the church was regularly used for significant events in the community

Ledgers from selected years – frequent teas, bazaars, bake sales, dinners, etc. fundraisers by the Women's Association

The Western Canada Insurance Underwriters Assn, Winnipeg, October 1931 Fire Insurance map for Carstairs – wood-frame construction, wooden shingles roofing material

Historic Photos

Selected family histories – Scarlett details, later on the Knox Board of Managers

Library and Archives Canada

Canadian Census – 1901 & 1911, William Whittet (aka Whittit) – Presbyterian, living in Carstairs in 1901; 1926 Albert Klitzke – born in Alberta

Other

Certificate of Title March 23, 1982, Owners Angeline McBain, Herold O Winger, Alister Groundwater, Trustees for Knox Presbyterian Church, Plan 2663H, Block 2, Lots 16 & 17

Department of Agriculture. Alberta horse, cattle and sheep brands. Edmonton Department of Agriculture, 1937 Pg166 – Albert E. Klitzke ranch at Carstairs

Secondary Sources:

Alberta Register of Historic Places (1989), electronic survey file HS-29592 and designation file DES 1431/4665-0751, <https://hermis.alberta.ca/ARHP> – date of designation, dimensions, general history

Alberta Historic Resources Management Branch designation file 1431 and 3911-4 Historic Sites

Services (records and supporting documentation), Edmonton, AB - building elements & artefacts, historic activity and community congregation members

Anon. (1955) 'Carpentering', classifieds, *Didsbury Pioneer*, March 30, 1955, Page 2, Ad00202_14

Bingham, Neil (1987) *A Study of Church Buildings in Manitoba of the Congregational, Methodist, Presbyterian and United Churches of Canada* Winnipeg, Manitoba: Manitoba Culture Heritage and Recreation - Historic Resources Branch – standardized plans

Ferguson, TJS (1943) 'History of First United Church Work in Didsbury', *Didsbury Pioneer*, July 1, 1943, Page 1, Ar00103 - TJS Ferguson building of first Presbyterian Church, construction details

Carstairs History Book Committee (1995) *Beyond our Prairie Trails*, Volume 1, Carstairs, Alberta:

Friesen Books, pp 183, 234-36, 268, 356 – land donated by Osler, Hammond & Nanton

Presbyterian Church in Canada. Synod of Manitoba and the North-West Territories. (1889) *Report of the Board of Management of the Church and Manse Building Fund of the Presbyterian Church in Manitoba and the North-West Territories*, Winnipeg: Board of Management of the Church and Manse Building Fund – standard designs

Wishart Isabel (1988) 'Storied church a museum centrepiece', *Calgary Herald Neighbours*, July 13, 1988, Page G3

Unpublished

Carstairs Heritage Museum or Carstairs & District Historical Society (2016 when) Interpretation panels of the museum building's history –

Carstairs & District Historical Society (n.d.) – *Knox & Carstairs Churches* slide presentation for the 90th Anniversary of the United Church

Telephone interview with Joyce Ing (nee Goodfellow) Nov 6 2019 – details re church fabric, manse and social use of hall



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0034 130 278 0915149;2;25 091 355 166

LEGAL DESCRIPTION
PLAN 0915149
BLOCK 2
LOT 25
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 0.16 HECTARES (0.4 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;30;17;SE

MUNICIPALITY: TOWN OF CARSTAIRS

REFERENCE NUMBER: 891 033 925
071 081 798

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
091 355 166	25/11/2009	PLAN OF SURVEY - NEW TITLE		

OWNERS

THE CARSTAIRS AND DISTRICT HISTORICAL SOCIETY.
OF BOX 1067
CARSTAIRS
ALBERTA T0M 0N0

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
881 027 895	22/02/1988	ORDER "UNDER THE HISTORICAL RESOURCES ACT" " AFFECTS PART OF THIS TITLE "
891 033 924	24/02/1989	CAVEAT RE : RESTRICTIVE COVENANT " AFFECTS PART OF THIS TITLE "

(CONTINUED)

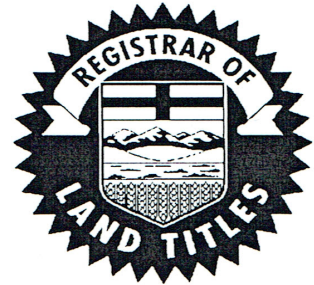
PAGE 2
091 355 166

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 8 DAY OF APRIL,
2021 AT 03:34 P.M.

ORDER NUMBER: 41391534

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
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SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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TOWN OF CARSTAIRS

BYLAW NO. XXXX

BEING A BYLAW of the Town of Carstairs in the Province of Alberta to designate the Knox Presbyterian Church at Carstairs Heritage Centre as a Municipal Historic Resource.

WHEREAS *the Historical Resources Act, R.S.A. 2000c. H-9 as amended, (the 'Act')* permits the Council of the Town of Carstairs to designate as a municipal Historic Resource real property, including land and buildings, features and structures upon the land, whose preservation the Council considers to be in the public interest because of their heritage and value; and

WHEREAS *the owner of this proposed municipal historic resource has been given sixty (60) days written notice of Council's intention to consider passing this Bylaw in accordance with the Act;*

WHEREAS the Town of Carstairs, in the Province of Alberta, having complied with the Act, and duly assembled, hereby enacts as follows;

TITLE:

1. This Bylaw shall be called the "Municipal Historic Resource Designation of the Knox Presbyterian Church".

INTERPRETATION

2. In this bylaw;
 - a. Any reference to be named act is a reference to an Act of the Legislature of Alberta, as amended from time to time;
 - b. Any reference to a Town of Carstairs employee position, department or committee is deemed to be to the current name that the employee position, department or committee is known by.

BUILDINGS DESIGNATED AS A MUNICIPAL HISTORIC RESOURCE

3. The property known as the Knox Presbyterian Church residence in the Town of Carstairs in the Province of Alberta is located on lands legally described as;
 - a. Lot, 25,
 - b. Block 2,
 - c. Plan 0915149
4. The location of the Knox Presbyterian Church residence is visually represented in the attached Schedule "A" entitled, "Historic Resource Evaluation" being located at 1138 Nanton Street. Schedule "A" is a location map and may be one of the following:
 - a. Civic Address Map,
 - b. Legal/or Land Use Map
 - c. Satellite Map (Google Earth).
5. The heritage value of the Knox Presbyterian Church residence is hereby described in the attached Schedule "B", entitled and hereby known as the "Municipal Historic Resource Designation Application".

6. The specific elements of the Knox Presbyterian Church residence considered to possess heritage value are specifically described and identified in the attached Schedule "C", entitled and hereby known as the "Heritage Inventory Amendment Application".
7. The Knox Presbyterian Church residence is hereby designated a Municipal Historic Resource as defined in the Act. Council may, in its sole discretion, revoke this designation at any time by repealing this Bylaw in accordance with the Act.
8. The Chief Administrative Officer or his appointed designate will have the authority to approve all requests for minor work to alter, restore or repair an historic resource in the Town of Carstairs as per Section 26(6) of the Alberta Historical Resources Act, with Council retaining the final approval on requests to destroy or demolish an historic resource and on requests for major conservation or restoration work that require a building or development permit or other cases as deemed necessary.

REPAIRS AND REHABILITATION

9. No person shall destroy, disturb, alter, restore, repair or otherwise permanently affect the Regulated Portions unless that person has obtained the prior written approval of Council or the Chief Administrative Officer or his appointed designate, pursuant to section 8 of this Bylaw.
10. When considering any application under Section 9 of this Bylaw, Council, or the Chief Administrative Officer or his appointed designate, pursuant to Section 8 of this Bylaw, shall take into consideration the terms of the Parks Canada 2010 publication "Standards and Guidelines for the Conservation of Historic Places in Canada" (as replaced or amended from time to time).
11. All portions of the Knox Presbyterian Church residence which are not specifically described or identified as character defining elements in Schedule 'B' or as Regulated Portions in Schedule 'C', i.e. the "Non-Regulated Portions", may be altered, restored, repaired or otherwise permanently affected, provided that such action does not impact the Regulated Portions and that all permits or approvals required to do such work have been obtained from the authority having jurisdiction.
12. All portion of the Knox Presbyterian Church residence that encroaches onto any adjacent land, other than the land owned by the Town of Carstairs, shall be considered Non-Regulated Portions. Any portion of any building that encroaches onto the Knox Presbyterian Church residence shall not be affected by this Bylaw.

COMPENSATION

13. No compensation is owing from the Town of Carstairs to the owner of the Knox Presbyterian Church residence as a result of this Municipal Historic Resource Designation.
14. Compensation in the form of the Alberta Historical Resources Foundation grant money is available to the owner of the Knox Presbyterian Church residence, if listed on the Alberta Register of Historic Places, provided that an application is submitted directly to the Province by the owner.

SCHEDULES

15. Schedules 'A', 'B', 'C', as attached, from part of this Bylaw.

GENERAL

16. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

17. This bylaw comes into force when it receives third and final reading and is signed by the Mayor and the Chief Administrative Officer or designates.

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

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

READ A THIRD AND FINAL TIME THIS XX DAY OF XXXX A.D., 20XX.

Mayor, Lance Colby

CAO, Carl McDonnell

Schedule "A"

Attached Location Map (Civic Address, Legal/or Land Use Map, or Satellite Map (Google Earth)

Schedule "B"

FOR OFFICE ONLY

Date Received

Date Reviewed



MUNICIPAL HISTORIC RESOURCE DESIGNATION APPLICATION

	APPLICANT:	REGISTERED OWNER:	
Name	Carstairs & District Historical Society	Carstairs & District Historical Society	
Mailing Address	Box 1067 Carstairs, AB T0M 0N0		
Phone Number	403-337-3710		
Email Address	info@carstairsmuseum.ca	carstairsmuseum@gmail.com	
INFORMATION OF HISTORIC RESOURCES			
Name of Resource	Knox Presbyterian Church		
Address of Resource	1138 Nanton Street, Carstairs, AB, T0M 0N0		
Legal Description	Plan 0915149	Block 2	Lot 25
Has this resource been designated by the Government of Alberta as a:			
<ul style="list-style-type: none"> Provincial Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input checked="" type="checkbox"/> No Registered Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input checked="" type="checkbox"/> No 			
APPLICATION ATTACHMENTS			
<input checked="" type="checkbox"/> Written authorization from the registered owner consenting to the designation of the historic resource. <input checked="" type="checkbox"/> Current photos of the historic resource, and any specific features that contribute to its historical significance. A minimum of four exterior photos, including one of each façade. May include interior. <ul style="list-style-type: none"> Included in SoS & Evaluation Report <input checked="" type="checkbox"/> Archival photos of the historic resource, if any. <ul style="list-style-type: none"> Included in SoS & Evaluation Report <input checked="" type="checkbox"/> Detailed information of the following:			

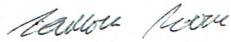
Town of Carstairs
Bylaw #XXXX
Page 5 of 10

- Present condition of the historic resource (roof, exterior, doors and windows, foundation, interior, etc.) *See Attachment SoS & Evaluation Report & Roof Repair.*
- Description of substantial additions or renovations made to the historic resource, and dates, if any.
Included in SoS & Evaluation Report
- Description of proposed or future renovations, additions, or alterations, to the historic resource, if any. *See Attachment –Renovations.*

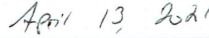
- ☒ Land Use Bylaw Amendment Application (Redistricting Application)
- ☒ Current Certificate of Title, no more than one month old from the date this application is submitted.
- ☒ A Real Property Report (RPR), no more than five years old from the date this application is submitted, and where the property has had no changes made to it within the five years.

Found in Town Office – Carl McDonell contacted.

I hereby submit this application with the supporting documents as required, and to the best of my knowledge and belief, the information herein is true and accurate.



Signature of Applicant



Date

Personal information on this form is collected under the authority of Section 33© of the Freedom of Information and Protection of Privacy (FOIP) Act. The information will be used to process this application for the purpose of having a property considered a historic resource.

Schedule "C"

FOR OFFICE ONLY

Date Received

Date Reviewed



SEE ATTACHED SOS & EVALUATION REPORT

HERITAGE INVENTORY AMENDMENT APPLICATION

	APPLICANT:	REGISTERED OWNER:
Name		
Mailing Address		
Phone Number		
Email Address		
INFORMATION OF HISTORIC RESOURCES		
Name of Resource		
Address of Resource		
Legal Description		
Architect/Builder		
Date of Construction		
Original Use		
Current Use		
<p>Has this resource been designated by the Government of Alberta as a:</p> <ul style="list-style-type: none"> Provincial Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input type="checkbox"/> No Registered Historic Resource? <input type="checkbox"/> Yes, on (date) _____ <input type="checkbox"/> No 		
APPLICATION ATTACHMENTS		
<input type="checkbox"/> Current photos of the historic resource, and any specific features that contribute to its historical significance.		
<input type="checkbox"/> Archival photos of the historic resource, if any.		

Town of Carstairs
Bylaw #XXXX
Page 7 of 10

<ul style="list-style-type: none"> Environment is the physical setting of an historic resource. Whereas location refers to a specific place, in which a resource played its historic role. 			
Materials <ul style="list-style-type: none"> Materials are the physical elements that were combined or deposited during a particular period(s) or time frame and in a particular pattern or configuration to form a historic resource. 			
Workmanship <ul style="list-style-type: none"> Workmanship is the physical evidence of the crafts of a particular culture or people during any given period in history. It is important because it can provide information about technological practices and aesthetic principles. 			
Merit <ul style="list-style-type: none"> Does the site merit additions to the St. Albert Heritage Inventory, based on the above criteria? 			

I hereby submit this application with the supporting documents as required, and to the best of my knowledge and belief, the information herein is true and accurate.


Signature of Applicant

April 13, 2021
Date

Personal information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The information will be used to process this application for the purpose of having a property considered a historic resource.



Town of Carstairs

Policy: **Road Inspection Policy**
32-002-11 (Repeals 3130-2004) 32-002-21

Date: **~~June 27, 2011~~ April 12, 2021**

Adopted by: **Council**

Policy Statement:

The Town of Carstairs will inspect all roads on an annual basis.

Responsibilities:

The Town of Carstairs will:

- a. On an annual basis assess and record the general condition of its roads.
Schedule A (~~Schedule A redone~~)
- b. Inspect the road after receiving a complaint and make reasonable effort to repair the road.

Guidelines:

- a. Consideration to the following conditions will guide the priority assessment of road works for street improvement:
 - i. The anticipated amount of use.
 - ii. The condition of the road.
 - iii. Any previous damage or injuries as a result of the road condition.
 - iv. The intended primary use of the road.
 - ~~v. The Operational Services Committee is to review this policy and inspection process annually.~~
 - vi. Records to be kept for a minimum of three years.

End of Policy



Schedule A

Road and Traffic Sign Inspection Form

FAC ☐ C.C.C ☐ Annual ☐

Street Name:		Asset #:	
Date:			
Time:			
Inspector Name:		Position:	

Type of road construction:

CURRENT CONDITION	COMMENTS	RECOMMENDATIONS	CORRECTIVE ACTIONS	SCALE
Cracks under 6mm				
Cracks 6mm - 12mm				
Cracks over 12mm				
Ruts /bumps/potholes				
Stones/rocks/dirtiness				
Visibility of lines				
Other hazards				
Traffic Signs:				
Missing sign				
Need for a sign				
Difficult to view sign				
Traffic Signals:				
Ineffective traffic control				
Dead traffic lights				

Notes:

Overall Rating: (Rating scale on reverse) _____

Inspector's Signature: _____



Rating Scale

Condition

- ~~_____ 0 — Asset abandoned or no longer exists.~~
- ~~_____ 2 — New or like new requiring minimal maintenance.~~
- ~~_____ 4 — Fully operational and requiring normal maintenance.~~
- ~~_____ 6 — Operational but requiring considerable on going maintenance.~~
- ~~_____ 8 — Operational but requiring considerable to excessive ongoing maintenance or failure may be possible during a major event.~~
- ~~_____ 10 — Not operational or failure maybe imminent or occurred.~~



ROAD AND TRAFFIC SIGN INSPECTION

SCHEDULE A

Street name:		Asset #:		
Date:		Time:		
Inspector:		Position:		
ROAD CONSTRUCTION				
Current Condition	Comments	Recommendations	Corrective Actions	Rating Score
Cracks under 6 mm				
Cracks 6 mm – 12 mm				
Cracks over 12 mm				
Ruts/bumps/potholes				
Stones/rocks/dirtiness				
Visibility of lines				
Other hazards				
TRAFFIC SIGNS				
Current Condition	Comments	Recommendations	Corrective Actions	Rating Score
Missing sign				
Need for a sign				
Difficult to view sign				
TRAFFIC SIGNALS				
Current Condition	Comments	Recommendations	Corrective Actions	Rating Score
Ineffective traffic control				
Dead traffic lights				
NOTES				
Inspector's signature:		Overall rating:		
RATING SCALE (CONDITION)				
0 – Asset abandoned or no longer exists				
2 – New or like new requiring minimal maintenance				
4 – Fully operational and requiring normal maintenance				
6 – Operational, but requiring considerable ongoing maintenance				
8 – Operational, but requiring considerable to excessive ongoing maintenance or failure may be possible during a major event				
10 – Not operational or failure maybe imminent or occurred				



FOR OFFICE USE ONLY	
Date of Receipt <u>April 8, 2021</u>	Accepted by <u>gt</u>
Fee Submitted	File No.
Decision	

Subdivision Application

Application Form, Checklist and Fee Schedule

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all material submitted must be clear, accurate and legible. Only complete applications will be accepted. Thank you for your cooperation. Please be advised that the information and materials required by the "Application Checklist" is part of this application.

APPLICANT / OWNER INFORMATION

Name of Applicant Hutco Developments Email Colter@altamixconcrete.com
Mailing Address (include postal code) Box 3005 Didsbury, AB
Tomowod
Telephone (B) 403 415-5502 (H) _____ Fax _____
Registered Owner (if not applicant) _____
Mailing Address (include postal code) _____
Telephone (B) _____ (H) _____ Fax _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

All/part of the NE ¼ section 17 township 30 range 1 west of 5 meridian
Being all/part of lot 2 block 5 Registered Plan No. 0212977 Certificate of Title No. 19104389
Municipal Address (if applicable) _____
Total area of the above parcel of land to be subdivided is _____ hectares (7.69 acres)

LOCATION OF LAND TO BE SUBDIVIDED

Is the land situated within 0.8 kilometres of the right-of-way of a highway? Yes ☐ No ☒
If yes, the Highway No. is _____

Does the proposed parcel contain or is it bounded by a coulee, swale, drainage ditch or other body of water?

Yes ☐

No ☒

If yes, state it's name _____

Are there any oil or gas wells on or within 100 metres of the subject property(s)?

Yes ☐

No ☒

Is the proposed parcel within 1.5 kilometres of a sour gas facility?

Yes ☐

No ☒

Is the sour gas facility active, abandoned, or currently being reclaimed? _____

Is there an abandoned oil or gas well or pipeline on the property?

Yes ☐

No ☒

Is the land situated within:

☐ 450 metres of an operating or non-operating landfill or hazardous waste management facility?

☐ 300 metres of an area that is currently being used for the processing of waste water?

☐ 300 metres of a livestock feeding lot?

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe the existing use of the land Hay field

Describe the proposed use of the land residential R1, R2 lots

If known, state the designated use of the land as classified under the Town of Carstairs Land Use Bylaw.

R1, R2, MK, PL

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

Describe the topography of the land (flat, rolling, steep, mixed) slight slope

Describe the nature of the vegetation and water on the land (brush, shrubs, tree stand, woodlots, etc. sloughs, creeks, etc.) grass field

Describe the type of soil on the land (sandy, loam, clay, etc.) loam

WATER AND SEWER SERVICES

Existing source of water (please check one):

☒ None ☐ Cistern

☐ Water Well

☐ Piped Water Source

☐

Other (please describe) _____

Describe the proposed water supply: town water supply

Existing sewage disposal (please check one): ☒ None

☐ Septic Field

☐ Piped Sewer System ☐ Other (please describe)

Describe the proposed sewage disposal: Town Sewer

EXISTING BUILDINGS ON THE LAND PROPOSED TO BE SUBDIVIDED

Describe any buildings (historical or otherwise) and any structures on the land and whether they are to be demolished or moved including the foundation, water well and septic tank/field. None

ADDITIONAL INFORMATION FOR SUBDIVISION PURPOSES

Proposed land use district (if amendment is required) R1, R2, M1, P1

Number of parcels being created _____ Size of parcels being created varies

Proposed land use of remaining land in title Ag

Disposition of Municipal Reserves (please check the appropriate box):

- ☒ Land dedication (indicate the area of Reserves and show dedication on drawing)
☐ Money in place of land (value to be determine by appraisal)
☐ Deferral
☐ Not applicable (e.g. existing title less than 2 acres, first parcel out of quarter sections, reserves previously dedicated)

REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF

I Colter Ritten hereby certify that ☒ I am the registered owner
(Print full name) ☐ I am authorized to act on behalf of the registered owner
and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

RIGHT OF ENTRY

I hereby authorize the Town of Carstairs or their representative to enter my land for the purpose of conducting a site inspection in connection with my application for subdivision approval.

[Signature]
Owner's Signature



LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0029 502 532	0212977;5;2	191 043 889

LEGAL DESCRIPTION
 PLAN 0212977
 BLOCK 5
 LOT 2
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 13.58 HECTARES (33.56 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
 ATS REFERENCE: 5;1;30;17;NE

MUNICIPALITY: TOWN OF CARSTAIRS

REFERENCE NUMBER: 131 033 778

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
191 043 889	04/03/2019	TRANSFER OF LAND	\$812,500	CASH & MORTGAGE

OWNERS

HUTTCO DEVELOPMENTS INC.
 OF BOX 3005
 DIDSBURY
 ALBERTA T0M 0W0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
021 318 143	11/09/2002	CAVEAT RE : DEFERRED RESERVE CAVEATOR - THE TOWN OF CARSTAIRS. C/O PARKLAND COMMUNITY PLANNING SERVICES SUITE 404, 4808 ROSS STREET RED DEER ALBERTA T4N1X5

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
191 043 889

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
021 318 144	11/09/2002	CAVEAT RE : DEFERRED SERVICES AGREEMENT CAVEATOR - THE TOWN OF CARSTAIRS. BOX 370 CARSTAIRS ALBERTA TOMONO

021 318 144 11/09/2002 CAVEAT
RE : DEFERRED SERVICES AGREEMENT
CAVEATOR - THE TOWN OF CARSTAIRS.
BOX 370
CARSTAIRS
ALBERTA TOMONO

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 11 DAY OF
FEBRUARY, 2021 AT 08:00 A.M.

ORDER NUMBER: 41012468

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

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

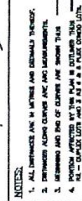
The Town of Carstairs MDP indicates that the community's preference has predominantly been low density single-family housing; however other forms of housing such as semi-detached and row houses are gaining in popularity. The following goal from section 6.2 of the MDP is met by the ASP:

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

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

- To create an inclusive residential neighbourhood that provides housing opportunities for a broad range of ages, lifestyles and income levels
- To provide parks and linear open spaces for community gatherings and connections to adjacent developments

- To provide pedestrian connectivity to adjacent developments and along major thoroughfares
- To provide active and passive opportunities for recreation
- To provide a range of housing options to consumers
- To ensure cost-effective and contiguous infrastructure
- To provide the opportunity for a multi-generational community
- The principles of Crime Prevention Through Environmental Design (CPTED) will be taken into consideration to help create a safe and secure neighbourhood



ACCOUNTS RECEIVABLE VOUCHER

[illegible]

Page 106 of 134



FOR OFFICE USE ONLY	
Date of Receipt <u>April 8, 2021</u>	Accepted by <u>[Signature]</u>
Fee Submitted	File No.
Decision	

Subdivision Application

Application Form, Checklist and Fee Schedule

The following information is necessary to facilitate a thorough evaluation and timely decision on your application. To expedite the evaluation, all material submitted must be clear, accurate and legible. Only complete applications will be accepted. Thank you for your cooperation. Please be advised that the information and materials required by the "Application Checklist" is part of this application.

APPLICANT / OWNER INFORMATION

Name of Applicant Hltco Developments Email colter@altamixconcrete.com
 Mailing Address (include postal code) Box 3005 Didsbury, AB
Tomowd

Telephone (B) _____ (H) _____ Fax _____

Registered Owner (if not applicant) _____

Mailing Address (include postal code) _____

Telephone (B) _____ (H) _____ Fax _____

LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

All/part of the NE ¼ section 17 township 30 range 1 west of 5 meridian

Being all/part of lot 2 block 5 Registered Plan No. 0212977 Certificate of Title No. 191043889

Municipal Address (if applicable) _____

Total area of the above parcel of land to be subdivided is _____ hectares (9.53 acres)

LOCATION OF LAND TO BE SUBDIVIDED

Is the land situated within 0.8 kilometres of the right-of-way of a highway? Yes ☐ No ☒

If yes, the Highway No. is _____

Does the proposed parcel contain or is it bounded by a coulee, swale, drainage ditch or other body of water?

Yes ☐

No ☒

If yes, state it's name _____

Are there any oil or gas wells on or within 100 metres of the subject property(s)?

Yes ☐

No ☒

Is the proposed parcel within 1.5 kilometres of a sour gas facility?

Yes ☐

No ☒

Is the sour gas facility active, abandoned, or currently being reclaimed? _____

Is there an abandoned oil or gas well or pipeline on the property?

Yes ☐

No ☒

Is the land situated within:

☐ 450 metres of an operating or non-operating landfill or hazardous waste management facility?

☐ 300 metres of an area that is currently being used for the processing of waste water?

☐ 300 metres of a livestock feeding lot?

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe the existing use of the land Hay field

Describe the proposed use of the land Manufacture home park

If known, state the designated use of the land as classified under the Town of Carstairs Land Use Bylaw.

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

Describe the topography of the land (flat, rolling, steep, mixed) slight slope - mainly flat

Describe the nature of the vegetation and water on the land (brush, shrubs, tree stand, woodlots, etc. sloughs, creeks, etc.) grass field

Describe the type of soil on the land (sandy, loam, clay, etc.) 6-8" loam

WATER AND SEWER SERVICES

Existing source of water (please check one):

☒ None ☐ Cistern

☐ Water Well

☐ Piped Water Source

☐

Other (please describe) _____

Describe the proposed water supply: future town water supply

Existing sewage disposal (please check one): ☒ None

☐ Septic Field

☐ Piped Sewer System ☐ Other (please describe)

Describe the proposed sewage disposal: Future town sewer

EXISTING BUILDINGS ON THE LAND PROPOSED TO BE SUBDIVIDED

Describe any buildings (historical or otherwise) and any structures on the land and whether they are to be demolished or moved including the foundation, water well and septic tank/field. None

ADDITIONAL INFORMATION FOR SUBDIVISION PURPOSES

Proposed land use district (if amendment is required) RMH, PVL, MR

Number of parcels being created 1 Size of parcels being created 9.53

Proposed land use of remaining land in title _____

Disposition of Municipal Reserves (please check the appropriate box):


- ☒ Land dedication (indicate the area of Reserves and show dedication on drawing)
- ☐ Money in place of land (value to be determine by appraisal)
- ☐ Deferral
- ☐ Not applicable (e.g. existing title less than 2 acres, first parcel out of quarter sections, reserves previously dedicated)

REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF

I Colter H. H. H. hereby certify that ☒ I am the registered owner
 (Print full name) ☐ I am authorized to act on behalf of the registered owner
 and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

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 Owner's Signature



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0029 502 532 0212977;5;2 191 043 889

LEGAL DESCRIPTION
PLAN 0212977
BLOCK 5
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 13.58 HECTARES (33.56 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
ATS REFERENCE: 5;1;30;17;NE

MUNICIPALITY: TOWN OF CARSTAIRS

REFERENCE NUMBER: 131 033 778

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OF BOX 3005
DIDSBURY
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REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
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(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
191 043 889

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
------------------------	--------------	-------------

021 318 144	11/09/2002	CAVEAT RE : DEFERRED SERVICES AGREEMENT CAVEATOR - THE TOWN OF CARSTAIRS. BOX 370 CARSTAIRS ALBERTA TOMONO
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TOTAL INSTRUMENTS: 002

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TITLE REPRESENTED HEREIN THIS 11 DAY OF
FEBRUARY, 2021 AT 08:00 A.M.

ORDER NUMBER: 41012468

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

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SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

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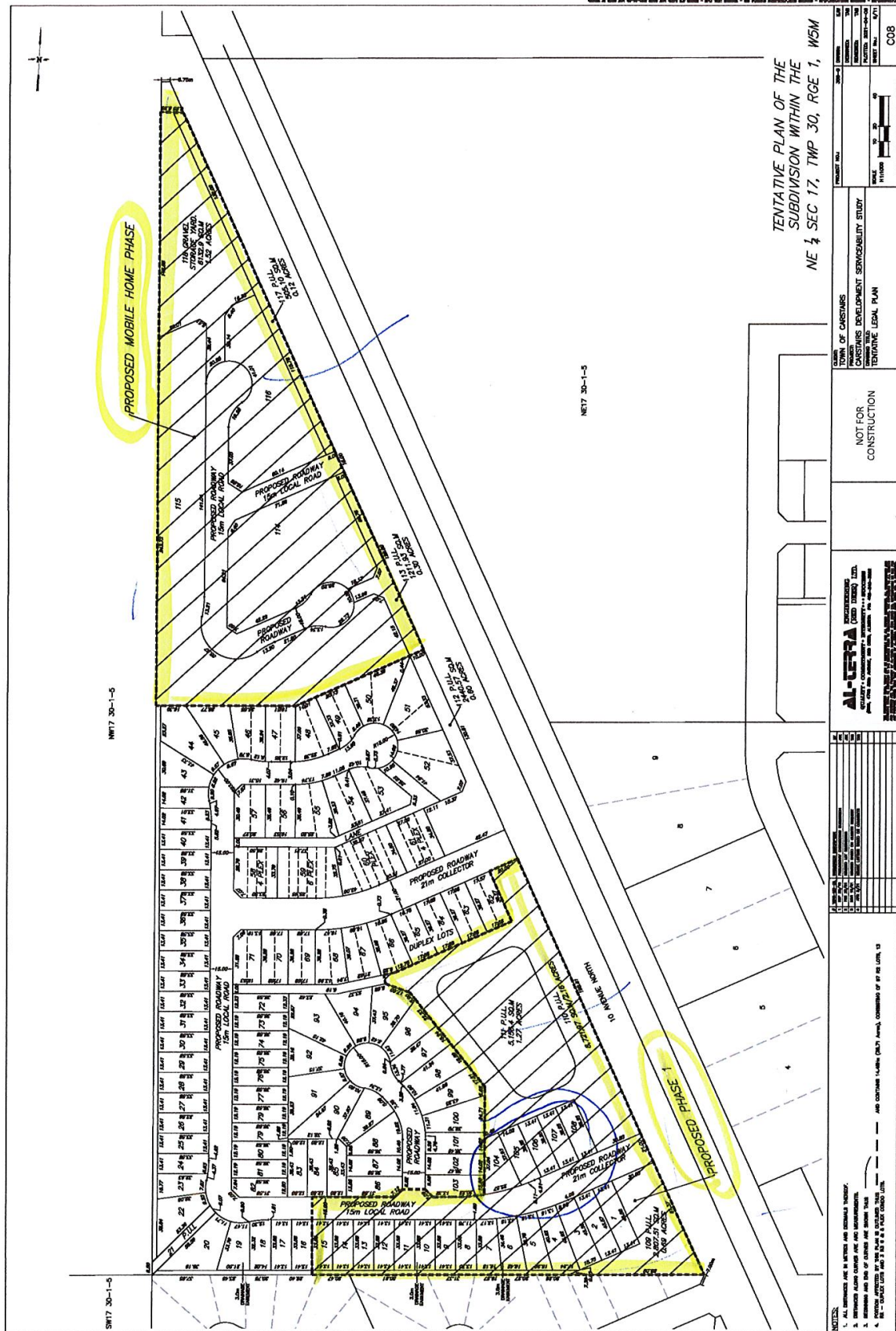
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- To provide pedestrian connectivity to adjacent developments and along major thoroughfares
- To provide active and passive opportunities for recreation
- To provide a range of housing options to consumers
- To ensure cost-effective and contiguous infrastructure
- To provide the opportunity for a multi-generational community
- The principles of Crime Prevention Through Environmental Design (CPTED) will be taken into consideration to help create a safe and secure neighbourhood





Box 370
Carstairs, AB T0M 0N0
Phone: 403-337-3341
Fax: 403-337-3343
www.carstairs.ca

ACCOUNTS RECEIVABLE VOUCHER

Payable By: Huttco Development
Box 3005
Didsbury, AB T0M 0W0

Date	GL #	Description	Amount
April 8/2021	1-66-00-415-0	Subdivision Phases 1A and 5 Homestead	
		Based on 22 lots	
		Flat Fee 1st 5 lots	2,000.00
		\$200 each additional lot (17 lots)	3,400.00
		Land Use Redesignation Based on 22 lots	
		Flat Fee 1st 5 lots	2,500.00
		\$250 each additional lot (17lots)	4,250.00
		Endorsement Fees	
		\$300 per lot for the first 10 lots	3,000.00
		\$100 each additional lot (12 lots)	1,200.00
		\$250 each for Phase Approvals (2 Phases)	500.00

Subtotal: 16,850.00

GST: 842.50

TOTAL PAID: \$17,692.50

Approved Signature



Box 370
Carstairs, AB T0M 0N0
Phone: 403-337-3341
Fax: 403-337-3343
www.carstairs.ca

REQUEST FOR DECISION

Meeting Date:	April 26, 2021
Title:	Reserve Transfer
Agenda:	Council

Application & Issue History:

To reallocate funds from Recreation Reserve account to Solid Waste Reserve account in the amount of \$67,200.00; to cover the cost of purchasing a Compost Truck as per Motion #141-21.

Proposal, Options, Benefits, & Disadvantages:

Transfer between the reserve accounts.

Operational Impact:

Nil

Budgetary Impact:

Nil

Recommendations:

Transfer between reserve accounts.

Motion:

Motion to transfer \$67,200.00 from reserves account 4-72-00-714-0 to solid waste reserve account 4-43-00-292-0.

Signature of Director: Shannon Allison



Town of Carstairs FCSS (Family and Community Support Services)

(the “Agency”)

AND

(the “Contractor”)

The Parties Agree as follows:

Term:

1. Subject to earlier termination or written extension of this contract, this agreement shall be in effect from to .

Agency Services and Responsibilities

The Agency agrees:

2. To refer local citizens and to work with the social service providers to refer local citizens to the Contractor at the agreed location. Clients served must reside within the Town of Carstairs or rural residents with a Carstairs address.
3. To work collaboratively with clients, Contractor, and community to make counselling services available.
4. To bring any concerns regarding Contractor services to the attention of the Contractor immediately and work to find a suitable solution for both parties in the interest of maintaining service provision.

Contractor Responsibilities

The Contractor agrees:

5. The Contractor will provide verification of professional affiliation, accreditation with a professional organization.
6. The Contractor will provide to the agency verification of suitable professional insurance commensurate with qualification and scope of practice.
7. The Contractor will provide a copy of their fee schedule to the Agency.
8. At the time of submission of the monthly invoice, the Contractor will provide information on:
 - a. Number of clients served in a month

- b. Number of appointment hours for the month
- c. Signed verification from each client as to number of monthly visits and appointment hours
(client to be identified by number only)

Compensation to the Contractor

- 9. Funding to support this service is offered through Family and Community Support Services (FCSS) of the Town of Carstairs and will provide X amount sessions, to qualifying individuals and families for up to six (6) sessions per individuals / families. The program will subsidize each qualified visit up to 80 % of the hourly rate of the contractor. Agency asks for a contribution amount of at least 20 % from the client per qualified visit. **The Agency will monitor expenses and work with the contractor to stay within the allocated amount.**
- 10. The Contractor will submit monthly invoices to the Agency.

Personal Information Protection

- 11. The Contractor will make sure that any information identifying a client or any other personal information is not disclosed to any other person with the consent of the client and the Agency.

Termination of Agreement

- 12. The Agreement may be terminated at any time by mutual agreement or by the Agency after having given the Contractor seven (7) days written notice. In the event of termination, the Agency will only be liable for services performed up to the termination date.

The parties have entered this agreement as of XXXX Date.

Agency

Contractor

Guideline – Subsidized Counselling

FCSS Service

- 5% of total approved FCSS Budget set aside per year for counselling supports
- Each counsellor will be given a specific dollar amount out of the 5% of the total FCSS budget determined by the FCSS Coordinator
- FCSS Coordinator will hold back a specific dollar amount out of the 5% of the total FCSS budget for unpredicted situations
- Agreements between FCSS and Counsellor reviewed yearly, see agreement for specific process
- FCSS coordinator checks in with Counsellor throughout the current year to review remainder of funding available
- FCSS coordinator provides list of Counsellors we have agreements with to potential clients
- FCSS coordinator explains short term services to potential clients
- If client cannot work with the counsellors FCSS has an agreement with, FCSS coordinator will contact counsellor client has in mind and discuss how funding works
- Counsellor discusses with client how much they can afford, client must pay at least 20% of hourly rate per session, FCSS funding will cover remaining 80% amount based on agreement with Counsellor
- FCSS currently works with two counsellors in Carstairs and one counsellor in Olds
- Possible exemptions for really low income clients, work with Church Links for low income clients
- Possible exemptions for short term sessions to expand sessions if counsellor deems client will benefit with one or two more sessions, preventing the reoccurring client
- Animal therapy counselling for children/youth will be covered as long as the referral comes from FSW's (Family School Wellness workers @ Hugh Sutherland School or Carstairs Elementary School) as long as funding is available

**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
TUESDAY, APRIL 20, 2021, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

- IN ATTENDANCE:** Mayor Colby, Councilors Ratz, Green, Gil and Wilcox, CAO Carl McDonnell, and Executive Assistant Sherry Humphrey.
- ABSENT:** Nil
- CALL TO ORDER:** Councilor Ratz called the meeting of April 20, 2021 to order at 7:28 a.m.
- ADDED ITEMS:** Nil
- ADOPTION OF AGENDA:** Motion by Councilor Wilcox to adopt the agenda of April 20, 2021, as presented.
CARRIED
- ADOPTION OF MINUTES:** Motion by Councilor Green to adopt the minutes of February 16, 2021 as presented.
CARRIED
- UNFINISHED BUSINESS:** Nil
- DELEGATIONS:** Nil
- NEW BUSINESS:** Nil
- REPORTS:**
- 1. Financial Reports**
CAO McDonnell gave the Committee an update on the following Financial Reports for month ending March 31, 2021.
- a. Summary Report
- CAO McDonnell gave an oral review of the period ending March 31, 2021. The 2021 Budget has passed. There has not been a lot of spending in the first quarter.
- Construction to start soon on the water/sewer and curb/gutter for new Fire Hall build.
- b. Financial Report
- CAO McDonnell went through the Revenue and Debts as well as the Reserves;
- c. Revenue and Expense Report
- CAO McDonnell gave oral review of report month ending March 31, 2021.
- The Golf Course has been busy during its first week open. Membership value is up this year.
- d. Capital Report
- CAO McDonnell gave an oral review of the Capital Report, including the Capital Listing and the Non-Tax Revenue.
- Discussed the water line break and repair at Memorial Park and ways that Operations can detect water line breaks.
- Motion by Councilor Green to accept Financial Reports as information and to circulate to Council
CARRIED

2. Development Reports**a. Building Permit Listing**

- The total number of building permits year to date for 2021 is 26 with 5 new home starts.
- CAO McDonnell reported that Scarlett Ranch has sold out. There has been a lot of interest from builders to build all over town.
- CAO McDonnell discussed that Mandalay will start with 7 new homes, to be followed by 21 homes.

b. Compliance Listing

- The total number of compliances year to date for 2021 is 21 which signify the number of new homes or home that have sold during the year.
- Councilors discussed the growth that Carstairs has seen and continues to see.

Motion by Councilor Wilcox to accept the Development Reports as information

CARRIED**3. City Wide Protective Services Monthly Reports****a. Fire Reports**

- Total number of Fire Incidents year to date for 2021 is 57.
- Many of these are Medical calls.
- Fire training has been suspended starting this week due to the current rising number of Covid positive cases in the area.

b. Bylaw Reports

- Total number of Bylaw Incidents year to date for 2021 is 85; CPO Citation totals year to date is 3; and CPO Warnings totals year to date is 2
- We have been covering Cremona & Didsbury.
- We lost one of our new CPO's, so we now have Andrea, David, Arelene and Dan will be back on the schedule starting in May. Dave Ness continues to work 1 day per week guiding and overseeing the new hires.

c. Combined Reports

- Reviewed the Combined report.
- Councilors discussed the recent issues at the Skate Park. It was noted that CPO A. Young has recently started spending approximately 1 hour per shift monitoring and addressing issues at the Skate Park.

Motion by Councilor Green to accept the City Wide Protective Services Reports as information

CARRIED**4. Quarterly Reports****a. Royal Canadian Mounted Police (R.C.M.P.)**

- No report at this time.
- CAO McDonnell will be inviting a representative to come to the next meeting.

b. Citizens on Patrol (COP)

- No report at this time.

5. Emergency Services

- a. Carstairs Emergency Management Agency (CEMA) Report
 - Emergency Management Director R. McKay
 - CEMA has a scheduled meeting Wednesday April 21.

- b. Alberta Emergency Management Agency (AEMA) Report
 - No report at this time.

6. Reinstatement of the 1976 Coal Development Policy

-

Motion by Councilor Wilcox to accept all Reports as information.

CARRIED

7. Personnel Evaluations

- No report at this time.

CORRESPONDENCE: Nil

GENERAL DISCUSSION: -The developer has indicated that the Scarlett Ranch ice rink will be ok for the Town to do again next year.
-The Campground ice rink may be turned into a beach volleyball court for the summer.

NEXT MEETING: Tuesday, May 18, 2021

ADJOURNMENT: Motion by Councilor Wilcox to adjourn the meeting of April 20, 2021 at 8:14 a.m.

CARRIED

Councilor Ratz, Chairperson

C. McDonnell, CAO

**MINUTES OF THE EXTERNAL RELATIONS COMMITTEE
THURSDAY, APRIL 15, 2021, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Allan, Blair (via zoom), and Wilcox, CAO Carl McDonnell, and Executive Assistant Sherry Humphrey.

ABSENT: Nil

CALL TO ORDER: Councilor Allan called the meeting of April 15, 2021, to order at 7:30 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Wilcox to adopt the agenda of April 15, 2021 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Blair to adopt the minutes of February 18, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: **1. Fire Hall Project**
- CAO McDonnell updated the committee on the requests for pre-qualification for general contractor services.
- The RFP wording has been approved and finalized. It will be sent out right away.
- Councilor Wilcox asked how long the new Fire Hall will take to build. CAO McDonnell commented that depending on who the builder is, it can be between 4 ½ to 8 months.

Motion by Councilor Wilcox to accept for information.

CARRIED

DELEGATIONS: Nil

NEW BUSINESS: **1. Safety Codes Council – 2020 Annual Internal Review**
- Annual Review presented and reviewed by the committee.
- The Planning Department has taken the Safety Codes Council's recommendations and implemented them.

Motion by Councilor Wilcox to accept for information.

CARRIED

2. Inter-municipal Collaboration Committee (ICC) Agreements Package

- CAO McDonnell confirmed these agreements are unique to Mountain View County and the Town.
- The Fire Agreement is still under review.

Motion by Councilor Blair to accept for information.

CARRIED

REPORTS: **1. Work Plan**
- To add Doctor Discussions to the 2021 Work Plan

External Relations Committee Meeting – April 15, 2021

Page 2 of 2

2. Internal Annual Report

- No comments or concerns.

3. Stakeholders Calendar

- No comments or concerns.

4. Community Organizations

- No report at this time.

5. Regional Organizations

- No report at this time.

6. Communications

- No report at this time.

**CONFERENCES &
RESOLUTIONS:**

1. AUMA Convention and AMSC Trade Show

- CAO McDonnell believes Convention will be Virtual. Administration to advise once confirmation received.

2. FCM Annual Conference and Trade Show

- CAO McDonnell believes Conference will be Virtual. Administration to advise once confirmation received.

3. FCM Sustainability Communities Conference

- No comments.

CORRESPONDENCE:

- Nil

GENERAL DISCUSSION:

- It was discussed that grade 9-12 students have been moved to online learning at this time because of Covid 19. It is Spring Break next week. At this time, the school plans for those students to return to in person learning after Spring Break.
- We have received the completed plaques for our Community Appreciation Awards. There will not be time to get them to the schools before spring break, but should get them out right after.

NEXT MEETING:

Thursday, May 20, 2021

ADJOURNMENT:

Motion by Councilor Allan to adjourn the meeting of April 15, at 7:43 a.m.

CARRIED

Councilor Allan, Chairperson

Carl McDonnell, CAO

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE
MONDAY, APRIL 13, 2021, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Gil, Green, and Allan, CAO Carl McDonnell, and Executive Assistant Sherry Humphrey

ABSENT: L. Colby

CALL TO ORDER: Councilor Gil called the meeting of April 13, 2021 to order at 7: 30 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Allan to adopt the agenda of April 13, 2021 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Green to adopt the minutes of February 9, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: **1. FCSS Funding Name change request for New Years with Friends**
The Committee requested that the "New Years with Friends" event change its name. L. King has submitted that the name has been changed to "Family New Year Connection Celebration For All"

Motion by Committee to adopt name change for information.

CARRIED

2. FCSS Funding Lovely Ladies Conference submission of speakers

The Committee requested that the Lovely Ladies Conference submit the list of speakers for the conference.

The list has been submitted to Committee.

Councilors feel it is a lot of money for a speaker, and were not sure if the event is helpful, or is it more of a sales pitch. It was decided to go ahead with the event this year and make sure it gets looked at in the annual report.

The committee would like this event to be flagged for a follow up outcome report from L. King.

Motion by Councilor Allan to approve funding for the Lovely Ladies Conference in the amount of \$2750.00.

CARRIED

DELEGATIONS: NIL

BYLAWS & POLICIES: **1. Bylaw No. 204 – Sale of Lot 21, Block 9, Plan 962J**
Councilor Gil requested to review this Bylaw.
Upon review of this bylaw it was decided that no changes can be made

2. Bylaw No. 205 – Rates of Taxation for the Year 1960

Councilor Gil requested to review this Bylaw.

Upon review of this bylaw it was decided that no changes can be made

Policy & Governance Committee Meeting – April 13, 2021

Page 2 of 3

3. Bylaw No. 207 – Bylaw for the Purpose of Appointing A Returning Officer

Councilor Gil requested to review this Bylaw.

Upon review of this bylaw it was decided that no changes can be made

4. Policy 32-002-21 Road Inspection Policy - To Amend

- The changes to the policy include: redoing Schedule A, and removing v. from Guidelines for the Operational Services Committee to review policy annually.

The committee like the changes and felt it was easier to read/use

Motion by Councilor Allan to forward Policy No. 32-002-21 Road Inspection Policy to Council for review.

CARRIED**NEW BUSINESS:****1. Updated subsidized counselling agreement****2. Updated subsidized counselling guidelines**

The committee reviewed both of these documents. It was discussed that families that cannot afford to pay their 20% portion have other options for subsidy for that amount as well.

It was discussed that councilors were concerned that higher income families would use these funds and take away from the lower income people who really need it and have no other means. It was explained that between L. King and the counselling agency, they monitor and have criteria, and try to be careful with the funds to ensure that it gets to the ones that need it.

Instead of a dollar amount for total the subsidized counselling budget, the committee would like the total to be written as 5% of the total FCSS budget

Motion by Councilor Green to take to Council to approve Subsidized Counselling budget of 5% of total FCSS budget.

CARRIED**MONTHLY REPORTS:****1. 2021 Committee Work Plan**

– Committee members reviewed the changes to the 2021 Work Plan and

2. 2021 Internal Annual Report

– Committee members reviewed the changes to the 2021 Internal Annual Report and

Motion by Councilor Allan to accept all Committee reports as information.

CARRIED**QUARTERLY REPORTS:****1. Agreements Listing****2. Policy Listing****3. Bylaw Listing**

Councilor Gil requested that we pick a few bylaws to review at the next meeting.

**QUARTERLY FACILITY
REPORTS – CITY WIDE:** NIL

ANNUAL REPORTS:

- 1. Town of Carstairs Governance Policy**
– Nothing to report at this time.
- 2. Town of Carstairs Corporate Governance Strategies**
– Nothing to report at this time.
- 3. FCSS Funding Applications 2021**

CARRIED

CORRESPONDENCE: Nil

GENERAL DISCUSSION: Councilor Green expressed concern with the constantly changing restrictions and guidelines regarding Covid 19, and that he sometimes has a tough time answering residents questions because things change often. The Arena walking track cohort and booking system was reviewed. It was also stated that it is possible to expand indoor walking by putting pylons on the ice surface area, however, with weather warming up it probably won't be needed. We have had really good feedback on the new website so far. The only issue that has been brought up is with a smaller screen (ex: phone), it compresses it too much.

NEXT MEETING: The next meeting will be on Tuesday May 11, 2021.

ADJOURNMENT: Motion by Councilor Allan to adjourn the meeting of April 13, 2021 at 8:26 a.m.

CARRIED

Councilor Al Gil, Chairperson

CAO Carl McDonnell



309B Macleod Trail SW
High River, Alberta Canada T1V 1Z5
P: 403.652.2110 F: 403.652.2396
www.highriver.ca

April 19, 2021

VIA E-MAIL

OFFICE OF THE MAYOR

Town of Carstairs
Mr. Lance Colby
PO Box 370
Carstairs, AB T0M 0N0
Email: carlm@carstairs.ca

Attention: Mayor Lance Colby

RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

Dear Your Worship & Members of Council:

The Province has initiated the public consultation process for all Albertans to provide their voice as it relates to Coal Development on the Eastern Slopes of the Rockies. However, this iconic landscape remains threatened due to continued exploration activities.

The Town of High River is requesting your support to encourage the Province and the Alberta Energy Regulator to cease all exploration on Category 2 lands within the Eastern Slopes of the Rockies. In addition, we want to encourage all municipalities to actively participate in the public consultation process to ensure our opinions and the voices of our residents are heard. Protection of this valuable landscape and the watersheds that will be impacted by any coal development activity is important to every resident of Alberta.

At the April 12, 2021 Regular Meeting of Council, the following resolution was adopted:

BE IT RESOLVED THAT Council direct Administration to draft a letter to be signed by the Mayor and sent to Premier Jason Kenney and Minister Sonya Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021;

AND THAT given that public consultation that has begun regarding coal mining on the Eastern Slopes, Council requests that these coal exploration projects be put on hold by the Alberta Government until final decisions have been made regarding the extraction of coal on the Eastern Slopes of Alberta or the elimination of the extraction of coal, especially given the destruction that exploration causes and the effects on our landscapes and our watersheds;

AND THAT Council direct Administration to draft a letter to be signed by the Mayor and sent to all municipalities in Alberta encouraging them to also send letters to Premier

Kenney and Minister Savage supporting the stoppage of exploration activities on the Eastern Slopes.

AND FURTHER THAT the Town of High River also encourages all municipalities to participate fully in the ongoing Public Consultation Process, including Phase 1, which is the gathering of information that the committee will use to draft the actual Public Consultation process.

The Town has sent letters to Premier Kenney and Minister Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021. In addition, these letters request that the coal exploration projects be put on hold until final decisions have been made about the extraction or the elimination of extraction of coal from the Eastern Slopes, following a meaningful public consultation process.

The Town of High River is respectfully requesting your continued support and that you consider writing to Premier Kenney and Minister Savage requesting that all exploration activities on the Eastern Slopes of the Rockies be ceased, pending the outcome of a meaningful public consultation process. We are encouraging you and your communities to actively participate in the public consultation process to ensure your views are shared.

It is our responsibility to ensure our communities and our residents have the opportunity to share their views as it relates to resource development along the Eastern Slopes. Thank you for your ongoing support and commitment regarding this important initiative for Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read 'Craig Snodgrass', enclosed within a large, loopy circular flourish.

Craig Snodgrass
Mayor

CS/cp/kr



April 14, 2021

Mayor Lance Colby
Town of Carstairs
844 Centre Street
Box 370
Carstairs, AB T0M 0N0

Dear Mayor Colby:

On behalf of the Chinook's Edge School Division Board of Trustees, we wanted to connect with you to let you know that we appreciate everything that you have done and are doing for the students and families within your community. This past year has been difficult and we realize that like us, you have had to navigate things that you never would have imagined possible.

As a Board, we have not been able to connect with our partners and wanted to express our continued desire to work together where there is mutual interest and an opportunity to support students and families. Throughout the various communities that Chinook's Edge touches, we recognize great Municipal partnerships in infrastructure, mental health and wellness, and even some program work identifying and supporting basic needs. We appreciate that these things fall to both of us in different ways and that by working together we have an increased chance of success for the families we both serve.

If there are any areas where you see our team could work together with yours to benefit our communities, or if there are any questions you might have, please do not hesitate to contact us to discuss further.

We wish you all the best until we can actually meet in person again.

Thank you,

Holly Bilton, Board Chair
Chinook's Edge School Division



4904 - 50 Street, Innisfail, Alberta T4G 1W4
Phone: 403-227-7070 Fax: 403-227-3652
www.cesd73.ca



Garry Webster
President

March 24, 2021

Mike Haanen
President Elect

Attention: Honourable Mayors/Reeve's,
Members of Council and Chief Administrative Officers

Peter McDowell
Past President
APWA Delegate

Re: National Public Works Week, May 17-23, 2020 – “Stronger Together”

Patty Podoborzny
CPWA Delegate

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 16-22, 2021 as National Public Works Week in your community. This year's theme is "Stronger Together." This year's exciting poster challenges our members and their citizens to think about the role public works plays in creating a great place to live. By working together, the impact citizens and public works professionals can have on their communities is magnified and results in the ability to accomplish goals once thought unattainable.

Mike Stasiuk
Director, Sustainability

Chris Dechkhoff
Director, Allied Members

Public Works helps maintain a community's strength by working together to provide an infrastructure of services in transportation, water, wastewater, and stormwater treatment, public buildings and spaces, parks, and grounds, emergency management and first response, solid waste, and right-of-way management. Public Works provides togetherness needed for collaboration with all the stakeholders in capital projects, infrastructure solutions, and quality of life services.

Greg Zirk
Director, Outreach

Dean Berreclouth
Director, Idea Group
Leader

Joe Guido
Director, Special Events

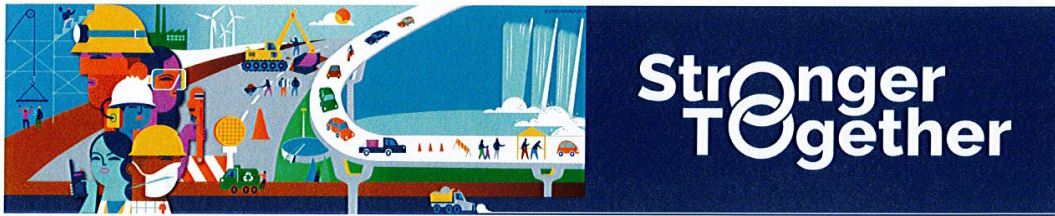
National Public Works Week is observed each year during the third full week of May and this is the 61st year. The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

Brittany Wolbeck
Director, Emerging Leaders

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. www.cpwa.net If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Jeannette
Executive Director
APWA - Alberta Chapter
p: 403-990-APWA (2792)
admin@publicworks.ca





National Public Works Week

May 16 – 22, 2021

“Stronger Together”

Provincial/Territorial Proclamation (SAMPLE)

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **[insert Province/Territory]**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **[Insert Province/Territory]** to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, **[Insert Full Name]**, **[Insert Premier -or- other title]** of **[Insert Province/Territory]**, do hereby designate the week May 16 – 22, 2021 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of **[Insert Province/Territory]** (to be affixed),

DONE at the **[City/Town/Rural Municipality]** of **[Insert City/Town/Rural Municipality]**, **[Insert Province/Territory]** this _____ day of _____ 2021.

[Insert Full Name of Premier]

[SEAL]



To: Town of Carstairs

Thank you for my scholarship
for 16 and under female folk song

from: Lize-marie Hoffman