



**REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
MONDAY, APRIL 25, 2022, 7:00 P.M.**

Page

**1. CALL TO ORDER**

**2. ADDED ITEMS**

**3. ADOPTION OF AGENDA**

- a) Adoption of agenda of April 25, 2022  
**Motion:** To adopt the agenda of April 25, 2022

**4. ADOPTION OF MINUTES**

4 - 7

- a) Adoption of minutes of April 11, 2022(addendum 4.a)  
**Motion:** To adopt the minutes of April 11, 2022



**5. BUSINESS ARISING FROM PREVIOUS MEETING**

**6. DELEGATIONS**

**7. BYLAWS AND POLICIES**

8 - 16

- a) Bylaw 1062 Traffic Bylaw (addendum 7.a)



17 - 22

- b) Policy No. 26-018-22 Carstairs Protective Services Body Cam Policy (addendum 7.b)



**8. NEW BUSINESS**

23 - 38

- a) Fire Hall Subdivision Report (addendum 8.a)



39

- b) Hugh Sutherland School after grad request letter (addendum 8.b)



**9. COMMITTEE REPORTS**

40 - 41

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE  
i) Minutes from the April 19, 2022 meeting (addendum 9.a.i)



- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) EXTERNAL RELATIONS COMMITTEE
- d) POLICY & GOVERNANCE COMMITTEE
- i) Minutes from the April 12, 2022 meeting (addendum 9.d.i)



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

#### 11. CORRESPONDENCE

- a) Day of Smiles Proclamation-June 19, 2022 (addendum 11.b)



- b) World Ocean Day proclamation-June 8, 2022 (addendum 11.a)



- c) Letter from Cool Green Solutions Inc. (addendum 11.c)



#### 12. CAO'S REPORT

#### 13. COUNCILOR CONCERNS

#### 14. PUBLIC QUESTION PERIOD

#### 15. MEDIA QUESTION PERIOD

**16. CLOSED MEETING**

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

**17. ADJOURNMENT**

MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, APRIL 11, 2022, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Deputy Mayor Allan, Councilors Ball, Fricke, Roberts, Ratz, and Wilcox, CAO Carl McDonnell, Director of Legislative & Corporate Services Shannon Allison, Rick Blair, and Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of April 11, 2022, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 093/22	Motion by Councilor Wilcox to adopt the Regular Council agenda of April 11, 2022, as presented. <b>CARRIED</b>
ADOPTION OF PREVIOUS MINUTES:	
Motion 094/22	Motion by Councilor Ball to adopt the Regular Council minutes of March 28, 2022, as presented. <b>CARRIED</b>
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Nil
BYLAWS & POLICIES:	<b>1. Bylaw 2028-Mill Rate Bylaw 2022</b> - Councilor Allan chair of Legislative meeting spoke to the Mill Rate Bylaw.
Motion 095/22	Motion by Councilor Ball to give first reading of Bylaw No. 2028 Mill Rate Bylaw 2022. <b>CARRIED</b>
Motion 096/22	Motion by Councilor Fricke to give second reading of Bylaw No. 2028 Mill Rate Bylaw 2022. <b>CARRIED</b>
Motion 097/22	Motion by Councilor Ratz to move to third reading of Bylaw No. 2028 Mill Rate Bylaw 2022. <b>CARRIED UNANIMOUSLY</b>
Motion 098/22	Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2028 Mill Rate Bylaw 2022. <b>CARRIED</b>
NEW BUSINESS:	<b>1. 2022 Budget Document</b> - CAO McDonnell spoke to the 2022 Budget Document
Motion 099/22	Motion by Councilor Roberts to approve the 2022 Budget Document as presented. <b>CARRIED</b>
	<b>2. National Public Works Week-APWA</b> - Deputy Mayor Allan read the letter for proclamation of May 15-21, 2022 as National Public Works Week 2022.  Councilor Fricke inquired about the towns' affiliation with APWA  Councilor Wilcox inquires about an APWA learning opportunity that was provided in the past.
Motion 100/22	Motion by Councilor Ball to declare the week of May 15-21, 2022 as National Public Works Week. <b>CARRIED</b>
	<b>3. Volunteer Week 2022</b> - Deputy Mayor Allan read the letter for proclamation of April 24-30, 2022 as Volunteer week 2022.

Motion 101/22	<p>Motion by Councilor Ratz to declare the week of April 24-30, 2022 as Volunteer week 2022.</p> <p><b>CARRIED</b></p> <p><b>4. Aggie Days-Thanks a Farmer Day</b> - Deputy Mayor Allan read the letter for proclamation of May 14, 2022 as Thank a Farmer Day 2022.</p>
Motion 102/22	<p>Motion by Councilor Ball to declare May 14, 2022 as Thank a Farmer Day 2022.</p> <p><b>CARRIED</b></p> <p><b>5. Carstairs Heritage Festival Request</b> - Deputy Mayor Allan read the letter of request from the Carstairs Heritage Festival for waiving of rental fees.</p>
Motion 103/22	<p>Motion by Councilor Roberts to waive the fees for facility usage of Memorial Park, the Concession, and the Baseball Diamonds for the Carstairs Heritage Festival on June 4, 2022.</p> <p><b>CARRIED</b></p>
<b>COMMITTEE REPORTS:</b>	<p><b>1. Legislative &amp; Emergency Services Committee</b> - Nothing to report at this time. Next meeting April 19, 2022.</p> <p><b>2. Strategic Planning &amp; Corporate Affairs Committee</b> - Nothing to report at this time. Next meeting April 25, 2022.</p> <p><b>3. External Relations Committee</b> - Nothing to report at this time. Next meeting is on April 21, 2022.</p> <p><b>4. Policy &amp; Governance Committee</b> - Nothing to report at this time. Next meeting is on April 12, 2022</p> <p><b>5. Mountain View Regional Waste Commission</b> - Nothing to report at this time. Next meeting is on in April 25 2022.</p> <p><b>6. Mountain View Regional Water Commission</b> - Nothing to report at this time. Next meeting AGM is on April 13, 2022.</p> <p><b>7. Mountain View Seniors’ Housing</b> - Nothing to report at this time. Next meeting ASHA is on May 5, 2022.</p> <p><b>8. Municipal Area Partnership</b> - Nothing to report at this time.</p> <p><b>9. Carstairs Community Development &amp; Economic Partnership (CCD&amp;EP)</b> - Nothing to report at this time. Next meeting to be scheduled for May 2022.</p> <p><b>10. Central Alberta Economic Partnership (CAEP)</b> - Next meeting in on June 17 2022.</p> <p><b>11. Collaborative Meeting</b> - Met with the town of Didsbury and the town of Crossfield on March 30, 2022.</p>
Motion 104/22	<p>Motion by Councilor Roberts to accept all Committee Reports as information.</p> <p><b>CARRIED</b></p>
<b>COUNCILOR REPORTS:</b>	<p><b>Councilor Ball</b> - Attended Collaborative Meeting on March 30, 2022 with the town of Didsbury and the town of Crossfield.</p> <p><b>Councilor Fricke</b> - March 30, 2022 Attended Collaborative Meeting with the town of Didsbury and the town of Crossfield.</p> <p><b>Councilor Ratz</b> - March 30, 2022 Attended Collaborative Meeting with the town of Didsbury and the town of Crossfield.</p>

- Councilor Roberts**
  - March 30, 2022 Attended Collaborative Meeting with the town of Didsbury and the town of Crossfield.
  - April 6, 2022 attended Carstairs Nature Space Committee Meeting
- Councilor Wilcox**
  - March 30, 2022 Attended Collaborative Meeting with the town of Didsbury and the town of Crossfield.
  - April 6 2022 attended Carstairs Chamber meeting.
- Deputy Mayor Allan**
  - March 30, 2022 Attended Collaborative Meeting with the town of Didsbury and the town of Crossfield.

Motion 105/22

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

CARRIED

CORRESPONDENCE:

1. Aggie Days Mountain View - May 13 & 14, 2022

Motion 106/22

Motion by Councilor Ball to accept the Aggie Days Mountain View – May 13 & 14 as information.

CARRIED

2. Letter from the town of Fox Creek

Motion 107/22

Motion by Councilor Ratz to accept the letter from the town of Fox Creek as information.

CARRIED

3. Alberta Wind Power Projects

Motion 108/22

Motion by Councilor Ball to accept the Alberta Wind Power Projects as information.

CARRIED

CAO’S REPORT:

1. Carstairs Nature Space Mutual Agreement

- CAO McDonnell spoke to the agreement between the Carstairs Nature Space and the Town of Carstairs.

Motion 109/22

Motion by Councilor Wilcox to approve the Carstairs Nature Space agreement as presented.

CARRIED

2. CAO McDonnell resignation
- CAO McDonnell announced his final resignation as on April 11, 2022. Expressing Thanks to all the council and staff members that he has had over his years of service. States it was a pleasure and an honor working for the town of Carstairs and is thankful for the support.

Deputy Mayor Allan Dean spoke on behalf of council thanking CAO McDonnell for guidance and hard work for the town of Carstairs.

Motion 110/22

Motion by Councilor Ratz to accept CAO McDonnell’s resignation as of April 11, 2022.

CARRIED

3. Appointment of Rick Blair as CAO

- Deputy Mayor Allan presents Rick Blair with the offer as the new CAO of the town of Carstairs.

Motion 111/22

Motion by Councilor Wilcox to appoint Rick Blair as the new CAO of the town of Carstairs effective April 12, 2022.

CARRIED

COUNCILOR CONCERNS:

Nil

PUBLIC QUESTION PERIOD:

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

- Motion 112/22

Motion by Councilor Roberts that Council closes the meeting to the Public at 7:20 p.m. to discuss closed meeting session items.

CARRIED
- Motion 113/22

Motion by Councilor Ball to come out of the closed meeting session at 7:23 p.m.

CARRIED
- NEXT MEETING:

Monday, April 25, at 7:00 p.m.
- ADJOURNMENT:
- Motion 114/22

Motion by Councilor Ratz to adjourn the meeting of April 11, 2022, at 7:25 p.m.

CARRIED

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

\_\_\_\_\_  
Carl McDonnell, CAO

**Bylaw No. 1062**

**BEING** a Bylaw of the Town of Carstairs in the Province of Alberta, the purpose of this Bylaw is to regulate traffic, parking and the use of any highway within the boundaries of the municipality.

**WHEREAS** Section 7. (a) of the Municipal Government Act, Chapter M26RSA 2010 amended; A Council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

**WHEREAS** Section 7. (d) of the Municipal Government Act, Chapter M26RSA 2010 amended; A Council may pass bylaws for municipal purposes respecting the following matter of transport and transportation systems;

**WHEREAS** Section 18. (2) of the Municipal Government Act, Chapter M26RSA 2010 amended; Subject to this or any other Act, a municipal district also has the direction, control, and management of roads and road diversions surveyed for the purpose of opening a road allowance as a diversion from the road allowance on the south or west boundary of the district although the roads or road diversions are outside the boundaries of the municipal district;

**WHEREAS** Section 108. (1) (c) of the Traffic Safety Act, In accordance with the following, a road authority may prescribe speed limits that are different from the speed limits established under sections 106 or 107: in the case of a highway or any portion of a highway under the direction, control and management of a council of an urban area, the council may prescribe a maximum speed limit that is higher or lower than 50kilometres per hour;

**NOW THEREFORE**, the Municipal Council of the Town of Carstairs in the province of Alberta, duly assembled in Council, enacts as follows:

1. This bylaw shall be named "The Traffic Bylaw."
2. For the purposes of interpretation, this bylaw accepts and encompasses all definitions as set forth in the 'Traffic Safety Act' and amendments thereto in its entirety and shall be enforceable as empowered by such Act and this Bylaw'.
3. By Authority of the Traffic Safety Act of Alberta, the Council of the Town of Carstairs may authorize the placing, erecting or marking of a Traffic Control device at such locations as they may deem fit and may, from time to time, alter the locations of such traffic devices.
4. In this Bylaw:
  - a. "commercial vehicle" means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation but does not include a private passenger vehicle;
  - b. "private passenger vehicle" means a vehicle used solely for personal transportation;
  - c. "trailer" means a vehicle so designed that it
    - i. may be attached to or drawn by a motor vehicle or tractor, and
    - ii. is intended to transport property or persons, and includes any vehicle defined by regulation as a trailer but does not include machinery or equipment solely used in the construction or maintenance of highways;
  - d. "vehicle", means a device in, on or by which a person or thing may be transported or drawn on a highway and includes a combination of vehicles but does not include a mobility aid or an off-highway vehicle.



- e. “off-highway vehicle” means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel as defined in the Traffic Safety Act;
- f. “recreational vehicle” means a vehicle designed to provide temporary living accommodation for travel, vacation, or recreational use, and to be driven towed or transported;
- g. “Traffic Control Device” means any sign, signal, marking or device placed, marked or erected under this authority for the purpose of regulating, warning or guiding traffic;
- b. “Traffic Control Signal” means a traffic control device, whether manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed;
- c. “CAO” means the appointed Chief Administrative Officer for the Town of Carstairs
- d. “Peace Officer” means:
  - i. a member of the Royal Canadian Mounted Police;
  - ii. a member of a municipal police service;
  - iii. a peace officer appointed under the *Peace Officer Act* for the purposes of this Act;
  - iv. a park warden appointed under the *Parks Canada Agency Act* (Canada);
  - v. a conservation officer appointed under section 1 of Schedule 3.1 to the *Government Organization Act*;
  - vi. a forest officer appointed under the *Forests Act*;
  - vii. a wildlife officer appointed under the *Wildlife Act*.
- e. Park when prohibited, means allowing a vehicle to remain stationary in one place except:
  - i. while actually engaged in loading or unloading passengers or;
  - ii. when complying with a direction given by a peace officer or traffic control device.
- f. “Motor Vehicle” Means:
  - i. a vehicle propelled by any power other than muscular power, or
  - ii. a moped
- g. Double Parked means to stop or park a vehicle in the manner described in the Traffic Safety Act:
  - i. on the roadway side of a vehicle that is parked or stopped at the curb or edge of the roadway.

**Parking and Moving Offences**

5. The Provisions of the Traffic Safety Act shall apply to any highway:

- a. No person shall violate any provision of the Traffic Safety Act or regulations there under within the Town of Carstairs.
6. Unless otherwise indicated by a traffic control device, all parking in the Town of Carstairs shall be parallel.
7. When parallel parking a vehicle on a roadway, a person may only park a vehicle with:
  - a. the sides of the vehicle parallel to the curb or edge of the roadway and;
  - b. the right wheels of the vehicle not more than 500 millimeters from the right curb or edge of the roadway;
  - c. this section does not apply where angle parking is permitted or required.
8. No person shall Double Park a vehicle.
9. Whenever a curb has been lowered to allow a vehicle to cross a sidewalk in order to reach private property, no person shall park a vehicle so as to obstruct the use of such crossing or driveway.
10. No person shall park a vehicle within 5 meters of any intersection.
11. No person shall park a vehicle at the curb within 5 meters of a line drawn at right angles to the curb from a fire hydrant.
12. No person shall park a vehicle on any roadway for more than 72 consecutive hours.
13. No person shall park any vehicle upon any sidewalk or boulevard.
14. No person shall park or display on land owned or leased by the Town of Carstairs, any vehicle marked for sale.
- ~~15. No person shall park any trailer, designed for hauling or occupancy in a residential area or on a residential roadway or commercial area unless such trailer is attached to a vehicle by which it may be propelled or drawn and when so attached; the trailer shall be a part of the vehicle and subject to any regulations pertaining to the vehicle (see 12 & 13), unless the trailer has been issued with a special permit by the Peace Officer or CAO.~~

15A. No person shall park or cause to be parked any trailer, or recreational vehicle which meets the definition of a trailer, on a roadway unless such a trailer is attached to a vehicle by which it may be propelled or drawn when so attached. When attached to a vehicle, the trailer shall be considered a part of the vehicle and subject to any regulations pertaining to the vehicle (see Section 12 and 13), unless the trailer has been issued with a special permit by a Peace Officer or the CAO allowing the trailer to remain on the roadway detached.
16. No Person shall park or drive any motor vehicle upon any land owned by the Town of Carstairs which the town uses or permits to be used as a playground recreation area, utility or public park, buffer strip, land held for resale, or land in reserve or any boulevard unless written permission has been obtained from the CAO or their appointed designate.
17. No person shall obstruct, or permit to be obstructed, an alley except for proceeding to or from premises of bona fide customers of the owner or operator of the truck in the course of delivering to or collecting from such premises goods or merchandise.
18. Where No Parking signs are located, no person shall park any vehicle in contravention of conditions stated on the sign.
19. No vehicle shall be allowed to be parked in contravention of any Traffic Control Device or Traffic Control Signal

20. No vehicle shall be allowed to park on any land owned by the Town of Carstairs except where designated for parking.
- ~~21. No person shall park or cause to be parked, a truck tractor, bus or truck (GVW in excess of 5500 kg (12100 lbs)) anywhere in an area zoned residential. A resident with a truck tractor who has a parking area on his property may apply to the town for an exception so long as the truck tractor will not be started or run between the hours of 11 pm to 7 am seven days a week. Any person in contravention may lose their letter of exception and be subject to fines under the provisions of the Town of Carstairs Noise Bylaw.~~
21. No person shall park or cause to be parked any vehicle, excluding recreational vehicles, with a Gross Vehicle Weight in excess of 11,794 Kg (26,001 lbs.) anywhere in an area zoned residential. A resident with a vehicle in excess of 11,794 Kg, who has a parking area on his (their) property, may apply to the town for an exception so long as the vehicle will not be started or run between the hours of 11PM (2300 hours) to 7AM (0700 hours) seven days a week. Any person in contravention may lose their letter of exception and be subject to fines under the provisions of the Town of Carstairs Noise Bylaw.
22. No person shall park in front or adjacent to any building in course of erection, demolition, alteration or repair, when such parking will impede or obstruct traffic, or access to such buildings by persons working or vehicles being used in connection with such erection, demolition, alteration or repair, except by written permission of the CAO.
23. Yellow paint applied to the curb is hereby declared as an official sign indicating parking is prohibited where the curb is so marked.
24. Except in the case of an emergency not allowing a vehicle to be removed, a person shall not park any vehicle on the street for the purpose of servicing or repairing the vehicle.
25. No person shall leave parked on any roadway any self-propelled type of vehicle incapable of being moved under its own power.
26. No person shall abandon a vehicle on public property without the express consent of the CAO.
27. No person shall park or permit to be parked, a vehicle, trailer or boat which cannot be completely parked within the confines of the person's driveway space.
28. Any portion of the vehicle which encroaches past the driveway to the adjoining roadway or curbside sidewalk is considered an offence and said vehicle or trailer will be required to be removed.
29. No person shall leave a vehicle unattended on a roadway if the vehicle has been placed on a jack or similar device and:
- a. one or more of the wheels have been removed from the vehicle or;
  - b. part of the vehicle is raised by an object which is not attached to the vehicle's superstructure for the leveling of the vehicle or designed to create additional lift to a vehicle which would be operated in that state.
- ~~30. No person shall park a vehicle designed for occupancy on any roadway unless the vehicle is being used as a temporary residence and for not more than 72 hours, unless the vehicle designed for occupancy has been issued with a special permit by the Peace Officer or CAO.~~

30. No person shall park or cause to be parked, a recreational vehicle on a roadway for longer than 72 hours, or a trailer on a roadway unattached from a vehicle for any length of time, without first acquiring a special permit by a Peace Officer or the CAO. If the recreational vehicle is also a trailer, both conditions in this section apply. A special permit will still be required for large items not defined as vehicles, but that still occupy space on the roadway which could interfere with road traffic or parking (ex: shipping containers).
31. No person shall drain lubricating oils or any fluids or allow fluids to drain associated with the operation of a motor vehicle upon a roadway.
32. No person shall park a vehicle in a parking space where a sign, curb painting or pavement painting indicates that it is for the exclusive use of persons with disabilities who display on their vehicles a handicap placard or license plate that is issued or recognized by the Province of Alberta.
33. No person shall place; permit to be placed, or throw any substance or thing of any kind, including cement from construction sites, on any roadway, boulevard or sidewalk.

#### **Speed Limits**

34. Unless otherwise posted by *traffic control devices* no person shall:
  - a. drive a vehicle at a speed in excess of forty (40) kilometers per hour on any *highway within the Town*.
  - b. shall drive a vehicle in a *school zone or playground zone* on any highway in excess of thirty (30) kilometers per hour;
  - c. drive a vehicle in any laned roadway or alley in the Town at a speed in excess of twenty (20) kilometers per hour; or
  - d. drive a vehicle in a parking lot at a speed in excess of fifteen (15) kilometers per hour.

#### **Trucks and Truck Routes**

35. The CAO shall ensure that a record of truck routes is kept and is made available to the public.
36. No person shall operate/park a **commercial vehicle truck** on a roadway which is not a truck route unless the vehicle being so operated is:
  - a. proceeding to or from premises of bona fide customers of the owner or operator of the **commercial vehicle truck** in the course of delivering to or collecting from such premises goods or merchandise or;
  - b. proceeding to or from premises, being designated as commercial, occupied by the owner of the **commercial vehicle truck** or;
  - c. proceeding to or from a dwelling house for the purpose of carrying household goods for furniture belonging to a person who is moving his residence to or from such dwelling house or;
  - d. proceeding to or from premises where the repair or maintenance of **commercial vehicle trucks** is lawfully carried on, for the purpose of being serviced or repaired on or adjacent to such premises or;
  - e. towing a disabled vehicle from a roadway;

- f. owned by the Town of Carstairs or being used in work being done for or under contract to the Town of Carstairs, provided the vehicle is being operated in the cases specified in a), b), c), d) and e), on the most direct practical route between the nearest truck route and the premises respectively described in those cases.
- 37. No person shall drive, propel or move on any roadway, any vehicles having metal spikes, lugs, cleats or bands projecting from the surface of the wheel (or tire of such vehicle), unless the vehicle has been issued with a special permit by the CAO.
- 38. No person shall operate engine retarder brakes within the Town limits, except in case of emergency.

### **Bicycles, Motorcycles and Off-Highway Vehicles**

- 39. No person shall ride a bicycle or motorcycle on any sidewalk or boulevard, nor park any such vehicle in such a manner as to obstruct the use of a sidewalk by pedestrians. Any person found to be operating a motorcycle or off highway vehicle on a sidewalk is subject to a specified penalty of four times the penalty prescribed for this section under Schedule 'H' of Rates and Fees Bylaw.
- 40. Children's bicycles and tricycles having a wheel diameter of less than 50 cm may be operated on the sidewalk provided due consideration for other users of the sidewalk is given.
- 41. No person shall operate an off-highway vehicle within the Town of Carstairs except by written permission of the CAO.
- 42. No person shall operate any unlicensed motorized vehicle within the Town of Carstairs except by permission of the CAO.

### **Temporary Closing of Roadways**

- 43. When by reason of accident, emergency or other special circumstances, it appears to the CAO, Peace Officer, or member of the Carstairs Fire Department, to be necessary in the public interest to do so, the CAO may:
  - a. temporarily close off an area of roadway, in whole, or in part, to traffic or;
  - b. temporarily suspend, in any area of the Town of Carstairs, parking privileges granted by this or any other bylaw; and the CAO, Peace Officer, or member of the Carstairs Fire Department, may, for such period of time as deemed necessary to meet such emergency or special circumstances, take such measures for the temporary closing of the highway or the suspension of parking privileges and place barricades or post notice on or near the highway concerned, for the purpose of safeguarding or closing the roadway or portion thereof.

### **Fires**

- 44. No vehicle shall follow within ten (10) meters of any emergency vehicle.
- 45. A person driving a vehicle shall not, unless directed by a Peace Officer, follow within thirty (30) meters of an emergency vehicle on which a siren or flashing lights, or both are operating:
  - a. This section does not apply to a person driving an emergency vehicle on which the siren or flashing lights, or both, are in operation.

46. No vehicle shall park or stop within (30) meters of any emergency vehicle which is stopped for an emergency with its emergency lights activated, unless otherwise specified by any member of the Carstairs Fire Department, Peace Officer at the scene of the incident.
47. No person shall either willfully, or otherwise operate their motor vehicle, off-highway vehicle, motorized vehicle or bicycle in a manner which will interfere with the Carstairs Fire Department, or other Emergency Services ability to respond to an Emergency.
48. No person shall interfere or tamper with any equipment operated by emergency services, unless so directed by a member of the emergency services.

#### **Parades and Processions**

49. A person/organization shall obtain a permit from the Town of Carstairs to hold a parade or procession on a roadway or highway.
50. Every member of a parade or procession and the organization and leaders thereto shall be guilty of an offence for each and every violation of this section.
51. Any person/organization desiring to hold a parade or procession within the Town of Carstairs shall, at least 48 hours prior to the time they desire to hold the event, make application in writing to the CAO and in such application shall furnish information with respect to the following, namely:
  - a. the name and address of the applicant and if such application is an organization, the names, addresses and occupations of the executive thereof;
  - b. the nature and object of such parade or procession;
  - c. the day, date and hours during which same will be held;
  - d. the intended route thereof;
  - e. the approximate number of persons who will take part therein;
  - f. the approximate size, number and nature of flags, banners, placards, or such similar things to be carried therein and particulars of signs, inscriptions and wording to be exhibited thereon and such writing and application shall bear the signatures and addresses of the persons who will be in control of such parade or procession.

#### **Pedestrians, Sidewalks and Boulevards**

52. No person shall interfere with the normal and reasonable flow of traffic. No parent of a minor shall permit such interference.
53. No group of more than three (3) persons shall congregate so near to each other on any highway, crosswalk or sidewalk so as to obstruct the entrance to any building or to obstruct or prevent other persons from using said roadway or sidewalk.
54. No person shall climb any railings, fence or tree or any post pole or structure, lawfully erected on a street, unless they have proper authority to do so.
55. No person shall sell anything by auction on the streets without prior authority.
56. No person shall place articles, goods or merchandise upon any roadway or sidewalk or hang or place them on the outside of any building so they project on any street or sidewalk without having first obtained written permission from the CAO or Mayor.

- 57. No person shall leave, store or deposit or merit accumulating on any roadway or sidewalk, any article or thing that may be dangerous or in any way interfere with free flow of vehicular or pedestrian traffic.
- 58. No person shall toboggan or ski on any roadway or sidewalk without due consideration for other users of the roadway or sidewalk.
- 59. No person shall stand, sit or lie on any roadway in such a manner as to obstruct vehicular or pedestrian traffic or as to annoy or incommode any other person lawfully upon the roadway.
- 60. No person shall stand upon or walk along a roadway for the purpose of soliciting a ride from the driver of any vehicle within the municipality.
- 61. No person shall place or leave on or across any part of a town roadway, sidewalk or alley, a cord or cable that is capable of transmitting electrical energy from private property to any part of a town street where a vehicle may park.
- 62. No person shall enter into an emergency scene/area, which is being attended to by Fire Personnel, Peace Officers or Ambulance Personnel:
  - a. where they have been otherwise directed to leave or not enter or;
  - b. if otherwise directed to leave an area by a Peace Officer, Fire Personnel or Ambulance Personnel;
  - c. no person shall interfere with Fire Fighters, Peace Officers or Ambulance Personnel at any fire; traffic stop; motor vehicle collision; medical emergency or any other circumstance where the personnel on scene require bystanders to relocate from the area.

**Penalties and Fines**

- 63. A breach of any of the provisions of this Bylaw is an offence punishable on summary conviction or by the issuance of a Bylaw ticket and /or Provincial Violation ticket by a Peace Officer or other authorized persons and the penalty for such an offence is as specified in the current year Rates Bylaw. Any vehicle in contravention of this bylaw may be removed and all costs associated to the removal shall be payable by the owner of the vehicle. Any person found guilty of an offence under this bylaw, after having been compelled to court by way of an issued summons with a mandatory court appearance required, shall be subject to a penalty of not less than \$500.00 and not more than \$2500.00 and/or six months in jail. Any person found guilty of an offence where a court appearance was not required shall be subject to a penalty of not less than the specified penalty as prescribed by Schedule H of the Rates and Fees Bylaw and not more than \$2500.00 and/or six months in jail.
- 64. This Bylaw is to repeal amended Bylaw No. 1043, Bylaw 982, Bylaw No. 905, and Bylaw No. 766.

**READ A FIRST TIME THIS ~~22<sup>nd</sup> DAY OF JANUARY A.D., 2018~~**

**READ A SECOND TIME THIS ~~9<sup>th</sup> DAY OF APRIL A.D., 2018~~**

**READ A THIRD AND FINAL TIME THIS ~~9<sup>th</sup> DAY OF APRIL A.D., 2018~~**

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

\_\_\_\_\_  
**Carl McDonnell, CAO**





**Town of Carstairs**

**Policy: Town of Carstairs Protective Services Body Worn  
Camera Policy**

**Date:**

**Adopted by:**

**Explanation:**

1. Community Peace Officers and Bylaw Enforcement Officers perform a wide variety of tasks each shift that results in a very high level of public interaction which occurs in both positive and negative circumstances. In an effort to sustain and enhance an enforcement services program that focuses on transparency, accountability and officer safety, officers may use Body Worn Cameras (BWC) in support of their enforcement duties.
2. This policy is designed to balance the privacy rights of individuals with the anticipated benefits of using BWC's for law enforcement purposes. To ensure an appropriate balance is achieved and to maintain compliance with the Canadian Charter of Rights and Freedoms, the Criminal Code of Canada, and provincial legislation, the BWC policy will be evaluated on an ongoing basis.

**Purpose:**

1. To establish guidelines for the use of BWC's by Community Peace Officers and Bylaw Enforcement Officers, employed by the Town of Carstairs, to record their interactions with the public during the course of their duties.

**Policy Statement:**

**Definitions:**

1. "Director" means
  - a. The Director of Emergency Services, or
  - b. The Director of Protective Services,

**Activation:**

- ~~1. Activating a Body Worn Video manually shall be at the Officers discretion.~~

2. When activation is made the following guidelines should be adhered to:
  - a. Upon activating the recording, providing it is safe to do so and within reasonable discretion, Officer shall verbally state the date, time, location, nature of the incident, and notify those present at the incident that it is now being recorded.
  - b. While the recording is activated, the Officer should, whenever possible, continue to state for the recording, elements of the situation that may not be readily visible (such as activity on the peripheral of the incident; smells such as alcohol or drugs, actions by the Officer that may not be captured such as returning a driver's license.
  - c. As a general guideline, providing it is safe to do so, members should activate recording in the following contexts:
    - i. When arriving at the scene of a serious or critical incident if the camera is not already activated;
    - ii. When coming upon an incident, or potential incident, during the course of a patrol;
    - iii. When the decision is made to conduct a traffic stop;
    - iv. Immediately when responding to a call for assistance from another Community Peace Officer, Bylaw Officer, or member of the RCMP;
    - v. During an initially non-investigative incident if circumstances suggest that the incident may become investigative or the subject of a complaint.
    - vi. When an individual is likely to be detain or arrested, or has been detained or arrested.
    - vii. When conducting a site visit or inspection
    - viii. If tensions are escalating and the officer believes the use of force is possible.
    - ix. If force is used.
    - x. If the officer believes that the activation of a BWC may de-escalate an individual's behavior or actions.
    - xi. During the collection of witness statements.
3. If the camera is reactivated during the same incident, the reason for reactivation should be stated on the recording and/or in the Peace Officer's notebook and in any related reports.

Deactivation:

1. As a general guideline, recording should be deactivated any of the following circumstances:
  - a. A specific investigative incident or charge is completed;
  - b. A specific call, or any other incident initially thought to be investigative is determined not to be a matter of further record;
  - c. The subject is taken into the RCMP Detachment (such as the guardroom) which is recorded by Closed Circuit Television (CCTV) systems, and;
  - d. Legal privilege is involved.
2. Prior to deactivating the recordings, Officers can, providing it is safe to do so, state the time, place and reason for the deactivation.

3. The decision to deactivate recording must retain an element of discretion related to each context and all such decisions are to be justifiable. This can be done by stating the reason for deactivation prior to ending the recording and/or by entering the reason into the Peace Officer's notebook. Reasons for deactivation should also be included in any related reports.
4. Justification is also needed for any accidental deactivation of the camera, by recorded statement upon reactivation, and/or by making a record of this reason in the Peace Officer's notebook and any subsequent related reports.
5. If incident details are not recorded at activation and deactivation, or if the Officer thinks there may have been technical problems with the recording, as soon as it is practicable, these details can be entered in the Peace Officers notebook as would be the case if no recording was present.

Privacy:

1. Officer shall evaluate and consider the following, when deciding whether to utilize a recording device or not:
  - a. Are the circumstances appropriate and consistent with an investigation or other law enforcement action / activity being undertaken by the Officer.
  - b. Could the use of the recording device potentially de-escalate the situation.
  - c. Is the location one that may require an enhanced amount of privacy for individuals, such as in a legal setting, medical setting or place of worship.
2. If an Officer attends a private dwelling for an incident, or to obtain information that would normally be documented, equipment should be activated and the explanations outlined if necessary.

Taking Statements:

1. Officers using Body Worn Video for the collection of statements shall ensure that formal written statements from victims or witnesses are collected where required, and that recordings are utilized only as supporting evidence for the statements.
2. When possible, if multiple witnesses wish to give their accounts to the Officer with the recording device, separate recordings will be made so that individual accounts can easily be separated into their own recordings. This ensures that if one victim or witness recording needs to be distributed, it will not violate the privacy of any other party involved in that event.

Roles and Responsibilities:

1. The Director, or their designate is responsible for:
  - a. Investigation of videos upon any complaint against an officer or the department.
  - b. Ensuring that the Peace Officer's understand and follow the applicable policies and procedures.
  - c. Ensuring that Officers are trained in the use, deployment and storage of data and equipment.
  - d. Periodically reviewing established processes to ensure the integrity of the use, deployment and storage of data and equipment.

- e. Evaluating the BWC policy and going through the proper procedures set out by the Town of Carstairs to update the policy.
  - f. Seizing any BWC used by a Community Peace Officer or Bylaw Enforcement Officer that is involved in a serious injury or death incident, and immediately turning the BWC over to the police service of jurisdiction for investigative purposes.
  - g. Maintaining and trouble-shooting all BWC devices, docking stations, and software.
  - h. Managing access to and security of all BWC recorded events.
  - i. Maintaining a scheduled audit process
  - j. Controlling the release of recorded event, other than those requested for the purpose of disclosure
2. The Community Peace Officer or Bylaw Enforcement Officer is responsible for:
- a. Ensuring that equipment is used and stored in accordance with this procedure.
  - b. Ensuring that equipment is functioning properly, including ensuring that the battery is fully charged, along with a means to re-charge or replace the battery when needed.
  - c. Documenting in their notebook which BWC is being used during the shift.
  - d. Documenting in their notebook why a BWC is not being used for a shift.
  - e. Reviewing recordings to ensure that the date and time stamp is accurate.
  - f. Ensuring all recordings are managed appropriately and retained in accordance with Town of Carstairs policies
  - g. Ensuring that equipment components and recording mechanisms are not tampered with, willfully damaged, or lost.
  - h. Reporting any equipment that is accidentally damaged, lost or experiencing failure to the Director or designate as soon as possible.
  - i. Understanding that a BWC is not a replacement for proper note taking and documentation.
  - j. Displaying devices worn on their uniform in an overt manner.
  - k. Providing a copy of video to the Director or designate upon request.
  - l. Only using recording equipment provided to them by the Town of Carstairs.

Reporting:

1. When a BWC is used to record an event, the narrative of the associated written report will indicate that a BWC event exist for the file.
2. If there is not a written report associated to the BWC event, but a violation ticket was issued (Ex: traffic stop), then it will be documented on the violation ticket that a BWC event exists for the violation ticket. Even if the BWC event does not document the alleged violation, it would document the interaction the officer had with the alleged violator, and would therefore need to be documented.

Access to Recordings:

1. Recorded events may be viewed by:
  - a. The Community Peace Officer and Bylaw Enforcement Officer who captured the recorded event;
  - b. Any other Community Peace Officer, Bylaw Enforcement, or Police Officer who was present, when the recorded event was captured, but only with the

- permission of the officer who captured the event. The other officer will only be given access to the portion of the video where they were present;
- c. Any person who completes performance evaluations or has a supervisory role over the Community Peace Officer and Bylaw Enforcement who captured the video;
  - d. A person who is responsible for evaluating recorded events for potential benefits in training or approved use of force techniques.
  - e. A Community Peace Officer and Bylaw Enforcement Officer who is designated by the Director to upload BWC events, if such a position is required.
  - f. A Director in response to a complaint related to the recorded event; and
  - g. Any other Peace Officer or Police Officer who may need to view the recorded event for any other law enforcement purpose that falls within the scope of the requesting Peace Officer or Police Officer.
  - h. The Town of Carstairs Chief Administration Officer

Retention and Disclosure of Data:

1. Section 16 of the Peace Officer (Ministerial) Regulations provides the following schedule for retention of data:
  - a. Records pertaining to Public Complaints – at least 5 years;
  - b. All other records with respect to the administration, management and operations of the Officer – at least 3 years.
2. Recorded events are considered evidentiary exhibits being held in the custody of the Town of Carstairs. Exhibit management will follow Town of Carstairs policy and evidentiary best practices.
3. All recorded events on Town of Carstairs BWC's are the property of Town of Carstairs, and will be stored according to the Freedom of Information and Protection of Privacy (FOIP) Act and relevant Town of Carstairs records and information management policies.

Misconduct:

1. Any person employed by the Town of Carstairs is prohibited from certain activities and actions involving BWC and the events created with them:
  - a. Recording events of any activity that is not required for a valid law enforcement purpose.
  - b. Recording events of uninvolved bystanders or benign interactions with the public, to the extent reasonably possible.
  - c. Making copies of any recorded event for any purpose, other than those permitted under this policy.
  - d. Distributing a recorded event to any unauthorized person or entity.
2. Misuse of equipment and/or recordings may be regarded as misconduct and may be subject to disciplinary action in accordance with Town of Carstairs Policies and Procedures, up to and including dismissal. Employees must immediately notify their supervisor of any violations or suspected violations of this policy on the part of themselves or others.

3. It is an offence to willfully collect, attempt to access, access, use or disclose any recorded events under FOIP for any purpose not permitted by this policy.
4. Unauthorized use of recorded events may also constitute an offence under the Criminal Code of Canada.

**End of Policy**

~~Carstairs/06/19~~

**Signatures**

~~M237/19 Policy No. 26-008-19 adopted at Council on June 24, 2019.~~

---

**Mayor, Lance Colby**

---

**CAO, Carl McDonnell**



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

April 20, 2022

Our Reference: 27752

Client: Town of Carstairs

Attention: Rick Blair, Chief Administrative Officer

**Reference: SD-22-04 – (Firehall) Subdivision Report**

---

<b>Proposal:</b>	5 Lot Subdivision
<b>Legal Description:</b>	Lot 1, Block 1, Plan 1611998
<b>Location:</b>	825 Mandalay Blvd, Carstairs, AB
<b>Applicant(s):</b>	Kirk Williscroft / Town of Carstairs
<b>Owner(s):</b>	Town of Carstairs
<b>Land Use Designation:</b>	PFR (Public Facility and Recreation District)
<b>Gross Area:</b>	2.03 ha± (5.01 ac±)

---

**Planning  
Analysis:**

The application proposes subdividing lot 1 of Block 1 Plan 1611998 (the “subject site” or “site”), into five lots.

The subject site is designated Public Facility and Recreation District (PFR). It is located in Mandalay Estates an emerging neighbourhood in northeast Carstairs (see **Appendix A – Figure 1**). The site is bound on the north by Mandalay Road with commercial and medium density residential uses across from it (Commercial Service District and Medium Density Residential – Attached Dwelling District respectively). The Carstairs Campground abuts the west boundary of the subject site with Low Density Residential - Single Detach District development to the south. The sites east boundary abuts a proposed Open Space which is designated PFR. There is a constructed laneway running through the central area of the site which connects to Mandalay Boulevard.

The subject site is approximately 2.03 ha in size. (see **Appendix A – Figure 2**). The proposed lots and their sizes are as follows:

- Lot 12MR (0.17 ha)
- Lot 13 (0.26 ha)
- Lot 14 (0.556 ha)
- Lot 15 (0.751 ha) and,
- Road (0.292 ha).

The proposed Road lot is 14-meters wide, encompassing the existing 11-meter wide laneway. The lane way terminates in a cul-de-sac bulb that provides a 30-meter wide right of Way, aligning with the Town’s Construction Design Standards.



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Lots 12 and 13 front onto the lane on either side of the proposed access into the site. Lot 14, the middle lot on the east of the subject site, contains the existing fire hall structure. Lot 15 is the interior most of the subject site which fronts on to the proposed cul-de-sac bulb.

The Municipal Development Plan delineates the subject site as Social and Emergency Services which is in line with the current and proposed use of the site.

Per the LUB, the subject site is subject to the requirements of the Public Facility and Recreation District (PFR). The PFR district is intended to provide for public and privately owned cultural, educational, institutional and recreational uses.

The Mandalay Estates Area Structure Plan (ASP) was approved for this area in June 2019. The ASP designates the subject site as Emergency Services which is in line with the current and proposed use of the site.

Images of the site can be found in **Appendix B**.

The proposed lots are located approximately 150 meters east of the centerline of Highway 2A and approximately 475 meters from the CPR rail line.

Alberta Transportation (AT) was circulated on the application and their response is included in the comments section of this report. CPR was also circulated but no comments were received.

**Reserve Calculations:**

Lot 12MR (the western most parcel being created) is proposed as Municipal Reserve (MR), providing a 0.17 ha buffer between the proposed access to the site and the adjacent campground area to the west.

**Circulation:**

This application was circulated to adjacent landowners and referral agencies. Five (5) agencies provided comments as did the Town's Engineering Consultant CIMA+. No landowner responses were received. Comments are summarized below, and copies of the responses are included in **Appendix C**.

**Referral Agency Comments:**

- **TELUS Communications Inc.** indicated they will require a Utility Right of Way in order to protect facilities and to continue to provide service.
- **Fortis Alberta** indicated that no easements are required. Fortis noted it is the Distribution Wire Service Provider for this area and that the developer can arrange installation of electrical services for this subdivision through Fortis Alberta.
- **CIMA+** provided the following comments:
  - Proper vehicle turning at the cul-de-sac should be verified to confirm adequacy of the semi-bulb. Refer to City of Calgary Design Guidelines for Subdivision for applicable/typical cul-de-sac configuration.
  - Water & sanitary sewer mains are available for tie-ins at subdivision access road.
  - Stormwater management and allowable release rate for this subdivision shall be in accordance with the overall stormwater management plan for Mandalay Estates.
- **Mountain View County** has no comments or objections.
- **ATCO Transmission** has no objections.
- **Alberta Transportation (AT)** noted that the subdivision is subject to the requirements of Sections 14 and 15 of the Subdivision and Development





Regulation, due to the proximity of Highway 2A. AT commented that the requirements of Section 14 of the Regulation is met as the land is contained within an area structure plan satisfactory to the Minister of Transportation at the time of the application for subdivision and the proposed use of the land is permitted under that plan. The requirements of Section 15 of the Regulation is met as Section (15) Subsection (2) does not apply if the proposed parcel complies with section 14 and access to the proposed parcel of land and remnant title is to be solely by means other than a highway. Pursuant to Section 678 of the Municipal Government Act, AT is varying the distance for appeals for this subdivision application. Therefore, from the department's perspective, any appeals can be heard by the local Subdivision and Development Appeal Board.

**Comments:**

- **Shaw Communications** stated that they have no objections to the proposal.
- This Subdivision Report has been prepared by ISL and reviewed by the Town's Subdivision Authority;
- The proposed application satisfies the requirements of Section 654 of the Municipal Government Act, and the relevant matters listed in Section 7 of the Subdivision and Development Regulations; and
- Submissions from landowners and referral agencies were considered as noted herein.

**Decision and Conditions of Subdivision:**

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

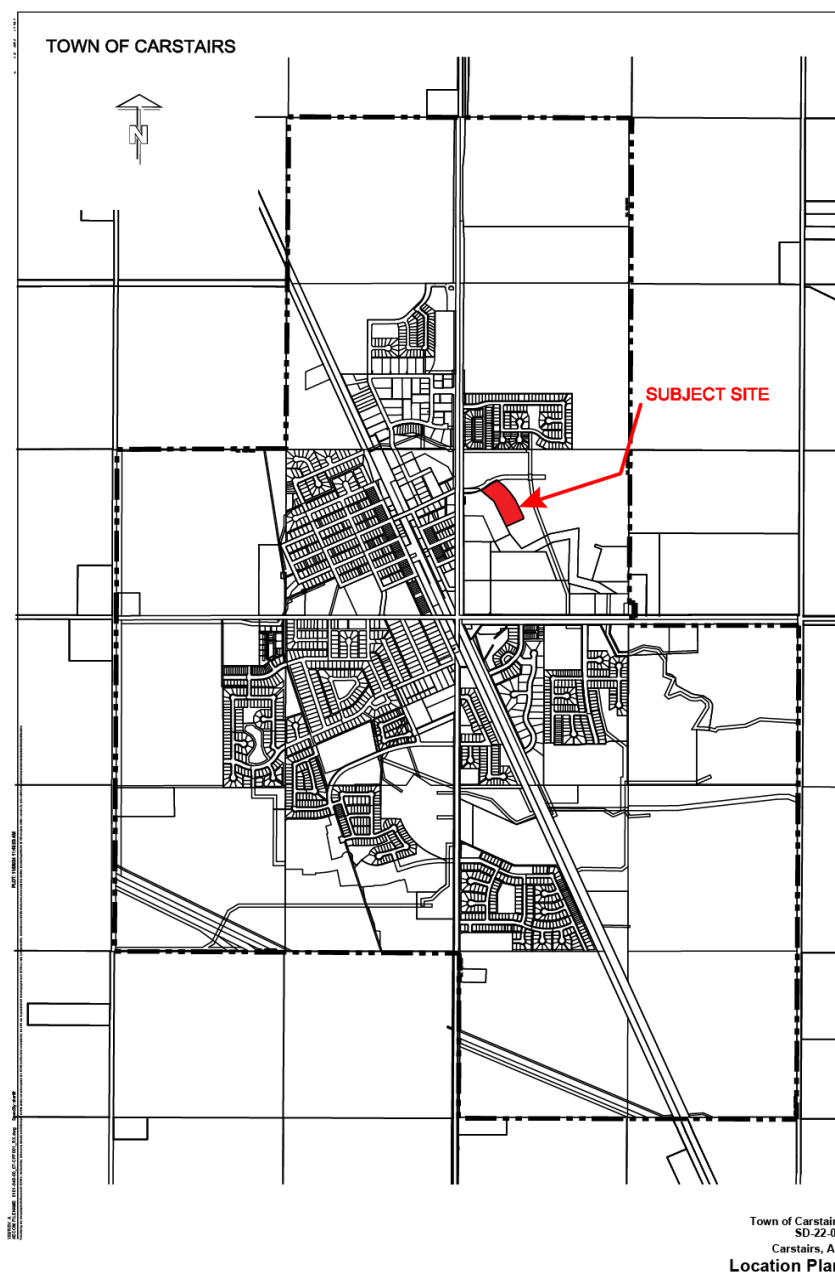
1. That submissions from any referral agencies and/or landowners contained herein be presented to and considered by Council;
2. That subdivision is carried out by means suitable to the Registrar of the Land Titles Office per Section 81 and 89 of the Land Titles Act;
3. That prior to endorsement, it is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



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# Appendix A

Figure 1 – Location Plan



MANDALAY ROAD

Arc=32.89 Arc=6.96 Arc=14.01 Arc=4.20 Arc=42.70 Arc=50.49 Arc=36.13 41.42 13.98 25.38 40.41 8.17 80.02 13.16 90.27 45.60 30.00 Arc=62.83 R=20.00 Arc=12.56 R=12.00 81.14 46.24 14.00 Arc=31.66 82.14 9.75 54.66

**Lot 12MR  
Block 1  
Area=0.170ha.**

**Lot 13  
Block 1  
Area=0.280ha.**

**Lot 14  
Block 1  
Area=0.556ha.**

**Lot 15  
Block 1  
Area=0.751ha.**

**ROAD  
Area=0.292ha.**

Existing Firehall

B L O C K 1					
5	6	7	8	9	10
P L A N 2 1 1 1 4 0					

Ptn. SW 1/4 Sec. 16-30-1-5

Remainder of  
Lot 2  
Block 1  
Plan 161 1998

Ptn. SW 1/4 Sec. 16-30-1-5



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## Appendix B

### Site Images



Looking northeast from central site area



Looking northwest from central site area



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Looking west to existing campground



Looking east to existing fire hall structure



Looking north from north end of site





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## Appendix C

### Regulatory Agencies Responses

April 1, 2022

TELUS FILE: ABS2022-014  
YOUR FILE: SD 22-04

Town Of Carstairs

Email: [MBRAUN@ISLENGINEERING.COM](mailto:MBRAUN@ISLENGINEERING.COM)

**RE: TELUS COMMUNICATIONS INC ('TELUS')  
SUBDIVISION REPLY  
LEGAL PLAN: SW 16-30-1 W5M  
PLAN 1611998 BLOCK 1 LOT 1  
825 MANDALAY BLVD**

We understand that the application has been made for a subdivision over the abovementioned land.

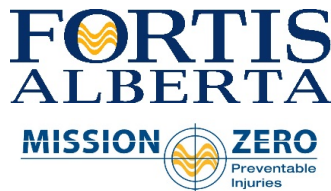
Please accept this letter advising TELUS Communications Inc. will require a Utility Right of Way in order to protect facilities and to continue to provide service.

We ask that you place our requirement for a Utility Right of Way under the Conditions of Approval for this proposed subdivision.

Yours Truly,

*Lisa Mendonsa*

Lisa Mendonsa  
Real Estate Specialist  
Rights of Way Alberta



Diana Pounall  
Land Department

**FortisAlberta Inc.**  
320 - 17 Ave SW  
Calgary, AB  
T2S 2V1  
Phone# 587-775-6264  
Cell#  
[www.fortisalberta.com](http://www.fortisalberta.com)  
Email:  
[Diana.Pounall@fortisalberta.com](mailto:Diana.Pounall@fortisalberta.com)

March 17, 2022

Town of Carstairs  
844 Centre Street  
PO Box 370  
Carstairs, Alberta  
T0M 0N0

**Attention:** Carl McDonnell

**RE: FortisAlberta Condition for Subdivision Approval**

**FortisAlberta Reference No.:** 320109680

**MD File No.:** SD 22-04

**Location/Legal Description:** SW 16-30-01 W5

**Customer Name:** Town of Carstairs

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

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

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Pounall', is written over a faint, circular blue stamp.

Diana Pounall

RE: 320109680

**Mitch Braun**

---

**From:** Dindo Pangilinan <Dindo.Pangilinan@cima.ca>  
**Sent:** March 18, 2022 11:13 AM  
**To:** Mitch Braun  
**Cc:** Kirk Williscroft  
**Subject:** RE: Carstairs Subdivision Application SD 22-04 - Referral for Comment  
**Attachments:** Plan comment.pdf

Hi Mitch,  
My comments are as follows:

1. Proper vehicle turning at the cul-de-sac should be verified to confirm adequacy of the semi-bulb. Refer to City of Calgary Design Guidelines for Subdivision for applicable/typical cul-de-sac configuration.
2. Water & sanitary sewer mains are available for tie-ins at subdivision access road.
3. Stormwater management and allowable release rate for this subdivision shall be in accordance with the overall stormwater management plan for Mandalay Estates.

Regards,  
Dindo

---

**From:** Mitch Braun <MBraun@islengineering.com>  
**Sent:** Friday, March 4, 2022 2:16 PM  
**Subject:** Carstairs Subdivision Application SD 22-04 - Referral for Comment

**EXTERNAL EMAIL**

Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

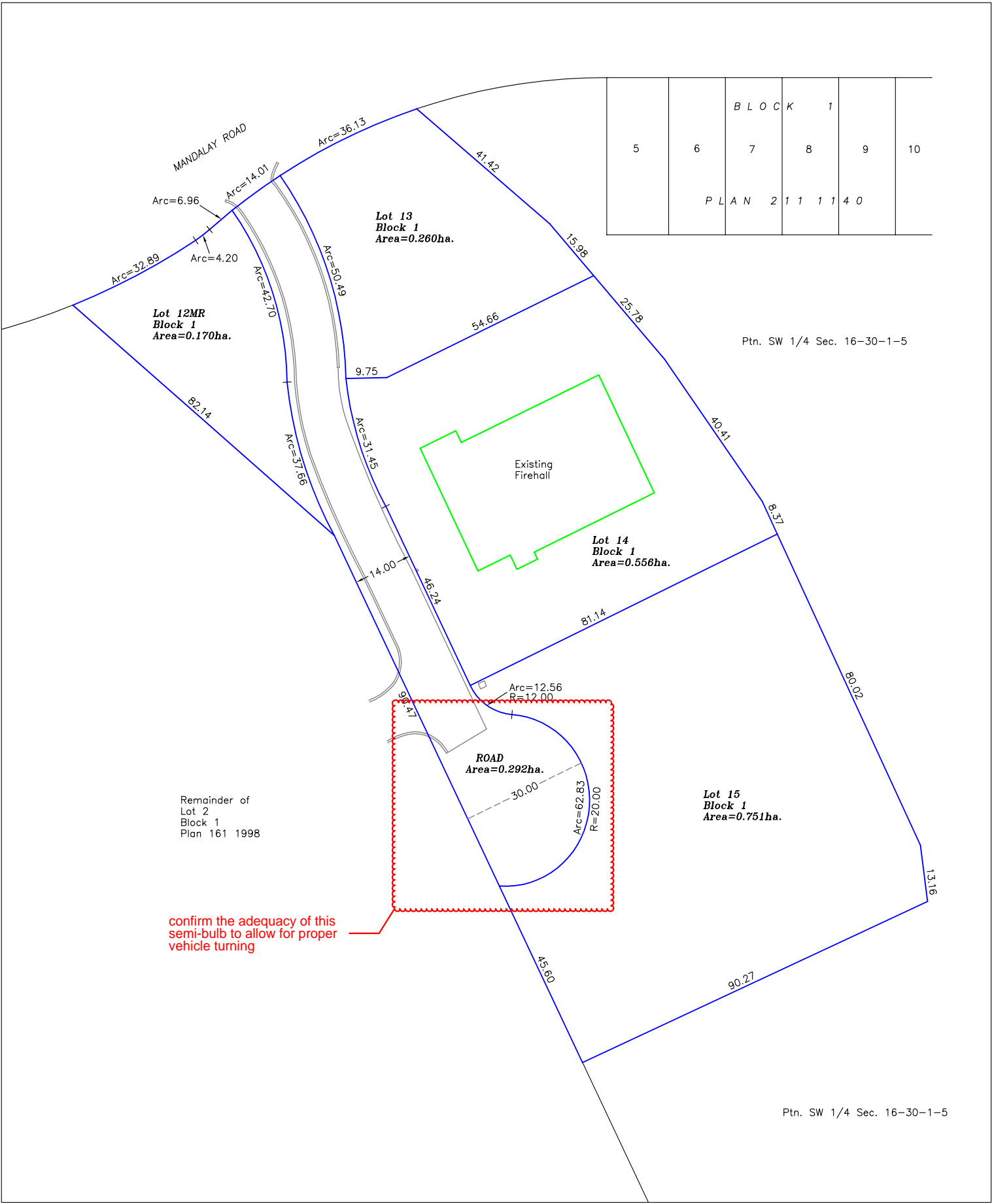
Your comments and recommendations to this proposal will be accepted until noon on **April 2, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

In your reply, please quote the project number "SD 22-04".

Thank you





**SexSmith Surveys Ltd.**  
Box 5122, High River, Alberta, T1V 1M3  
©Copyright, 2022  
www.sexsmithsurveys.com

N

Town of Carstairs  
Tentative Plan  
showing  
Proposed Subdivision  
within  
Lot 1 Block 1 Plan 161 1998  
825 Mandalay Road

ALBERTA LAND SURVEYORS' ASSOCIATION  
PERMIT NUMBER  
P 198  
SexSmith Surveys Ltd.

**Mitch Braun**

---

**From:** Lynn Craven <lcraven@mvcounty.com>  
**Sent:** March 17, 2022 11:10 AM  
**To:** Mitch Braun  
**Subject:** RE: Carstairs Subdivision Application SD 22-04 - Referral for Comment

Good morning Mitch,

Comments for referral : Located within the Town, no comments or concerns as per Margaretha Bloem, Director of Planning and Development

Have a great day!

[Lynn Craven | Administrative Support](#)  
[403-335-3311](tel:403-335-3311) ext. 209 | [lcraven@mvcounty.com](mailto:lcraven@mvcounty.com)



**[Mountain View County](#)**

Office: [403-335-3311](tel:403-335-3311) | Fax: [403-335-9207](tel:403-335-9207)  
Postal Bag 100  
1408 Twp Rd. 320 | Didsbury, AB | TOM OWO  
[www.mountainviewcounty.com](http://www.mountainviewcounty.com)

---

**From:** Mitch Braun <MBraun@islengineering.com>  
**Sent:** March 4, 2022 2:16 PM  
**Subject:** Carstairs Subdivision Application SD 22-04 - Referral for Comment

Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **April 2, 2022**.

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In your reply, please quote the project number "SD 22-04".

Thank you

\*\*\*\* IMPORTANT NOTICE \*\*\*\* This email originates from outside our organization so please proceed with caution and check the email and/or attachments for possible threats. \*\*\*\* IMPORTANT NOTICE \*\*\*\*

**Mitch Braun**

---

**From:** Circulations, HP <HP.Circulations@atco.com>  
**Sent:** March 24, 2022 2:20 PM  
**To:** Mitch Braun  
**Subject:** 22-0914 Response - Carstairs Subdivision Application SD 22-04 - Referral for Comment  
**Attachments:** Carstairs SD 22-04.pdf

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

Thank you,

**Isabel Solis-Jarek**

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

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

**E:** [Isabel.Solis@atco.com](mailto:Isabel.Solis@atco.com)

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



---

**From:** Mitch Braun <MBraun@islengineering.com>  
**Sent:** Friday, March 4, 2022 2:16 PM  
**Subject:** Carstairs Subdivision Application SD 22-04 - Referral for Comment

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

Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **April 2, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

In your reply, please quote the project number "SD 22-04".

Thank you



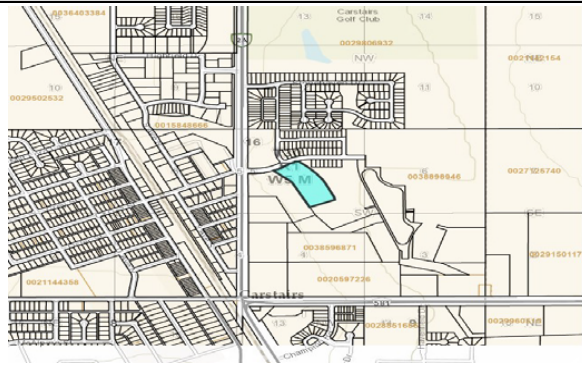
Construction and Maintenance, Transportation  
Central Region, Red Deer District  
4920 - 51 Street  
Red Deer, Alberta T4N 6K8

Permit Number: RPATH0001865

File Number: Carstairs/Subdivision/Lot 1, Block 1, Plan 161-1998

2022-04-04

**Subject: Municipal Referral - Proposed Subdivision**

Description	General Location
File Number: SD 22-04 Subdivision	 <p>SW16-30-01-W5</p>

This will acknowledge receipt of your circulation regarding the above-noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 2A.

Alberta Transportation offers the following comments with respect to this application:

- The requirements of Section 14 of the Regulation is met.  
The land is contained within an area structure plan satisfactory to the Minister of Transportation at the time of the application for subdivision and the proposed use of the land is permitted under that plan.
- The requirements of Section 15 of the Regulation is met.  
Section (15) Subsection (2) does not apply if the proposed parcel complies with section 14 and access to the proposed parcel of land and remnant title is to be solely by means other than a highway.

Classification: Protected A

Pursuant to Section 678 of the Municipal Government Act, Alberta Transportation is varying the distance for appeals for this subdivision application. Therefore, from the department's perspective, any appeals can be heard by the local Subdivision and Development Appeal Board.

If you have any questions or require additional information, please contact the undersigned.

Yours truly,

---

Charlene Johnson  
Dev and Planning Technologist  
Charlene.Johnson@gov.ab.ca

cc: Maintenance Contract Inspector, Alberta Transportation

Classification: Protected A

**Mitch Braun**

---

**To:** Kirk Williscroft  
**Subject:** RE: Carstairs Subdivision Application SD 22-04 - Referral for Comment

Good afternoon Kirk,

On behalf of Shaw Communications, we have reviewed the Carstairs Subdivision Application SD 22-04 and have no objections to the proposal.

Thank you



**Samuel Giroux**  
Design Lead - Relocates  
[Legacy DesignTech Inc.](#)

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IMPORTANT: The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents to anyone or make copies thereof.

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Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **April 2, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

In your reply, please quote the project number "SD 22-04".

Thank you

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April 22, 2022

Mr. Rick Blair, Mayor Lance Colby and the Carstairs Town Council

The Hugh Sutherland High School graduating class of 2022 planning is in full swing. We are not 100% sure how Grad is going to look this year, but we are hopeful for a normal Grad that the kids can enjoy.

The 2022 Grad Committee is asking for use of the old Carstairs dump area on June 25, 2022 for the after grad party.

In the past, the Town of Carstairs has provided a couple of Porta Potty's, generator and a big light for use for the night, and we are asking if possible to get these again?

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read 'Jodie Amsing', enclosed within a large, loopy blue oval.

Jodie Amsing

After Grad organizer

**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE  
TUESDAY, APRIL 19, 2022, 7:30 A.M.  
CARSTAIRS MUNICIPAL OFFICE**

**IN ATTENDANCE:** Councilors Allan, Ball, and Ratz, CAO Rick Blair, Advisor to the CAO Carl McDonnell, and Executive Assistant Kayleigh Van Es

**ABSENT:** Mayor Colby, Director of Emergency Services Rob McKay,

**CALL TO ORDER:** Councilor Ball called the meeting of April 19, 2022 to order at 7: 28 a.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:** Motion by Councilor Ratz to adopt the agenda of April 19, 2022 as presented.

**CARRIED**

**ADOPTION OF MINUTES:** Motion by Councilor Allan to adopt the minutes of March 15, 2022 as presented.

**CARRIED**

**UNFINISHED BUSINESS:** Nil

**DELEGATIONS:** Nil

**NEW BUSINESS:** Nil

**REPORTS:**

**1. Financial Reports**

CAO Blair gave an overview of the Financial Reports

- a. Summary Report
- b. Financial Report
- c. Revenue and Expense Report
- d. Capital Report

Motion by Councilor Allan to accept all financial reports as information and circulate to council.

**CARRIED**

**2. Development Reports**

CAO Blair gave an update on the Development Reports.

- a. Building Permit Listing
- b. Compliance Listing
- Councilor Ball inquired about the progress of Scarlett ranch subdivision.

Motion by Councilor Ratz to accept the Development reports as information.

**CARRIED**

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

CAO Blair provided an update on City Wide Reports.



- a. Fire Reports
- b. Bylaw Reports
- c. Combined Reports

Motion by Councilor Allan to accept the CityWide Protective Services Monthly Reports as information.

**CARRIED**

**4. Quarterly Reports**

- a. Royal Canadian Mounted Police (R.C.M.P.)
  - Nil
- b. Citizens on Patrol (COP)
  - Nil

**5. Emergency Services**

CAO Blair spoke to the following reports.

- a. CEMA report
  - Councilor Ball inquired of a time line for the Table top exercise.
- b. Emergency Services Report

Motion by Councilor Ratz to accept the Emergency Services reports as information.

**CARRIED**

**6. Personnel Evaluations**

Former CAO McDonnell evaluation will be completed within the next week.

- GENERAL DISCUSSION:**
- 1. Carstairs Community Golf Course
  - 2. Mutual Aid Agreement with the town of Crossfield

**NEXT MEETING:** Next meeting will be May 17, 2022 at 7:30 a.m.

**ADJOURNMENT:** Motion by Councilor Allan to adjourn the meeting of April 19, 2022, at 7:48 a.m.

**CARRIED**

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**Councilor Ball, Chairperson**

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**Rick Blair, CAO**

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE  
TUESDAY, APRIL 12, 2022, 7:30 A.M.  
CARSTAIRS MUNICIPAL OFFICE**

- IN ATTENDANCE:** Councilors Fricke, Roberts, and Wilcox, Director of Emergency Services Rob McKay, CAO Rick Blair, Advisor to the CAO Carl McDonnell, and Executive Assistant Kayleigh Van Es
- ABSENT:** Mayor Colby
- CALL TO ORDER:** Councilor Fricke called the meeting of April 12, 2022 to order at 7:31 a.m. **CARRIED**
- ADDED ITEMS:** Nil
- ADOPTION OF AGENDA:** Motion by Councilor Wilcox to adopt the agenda of April 12, 2022 as presented. **CARRIED**
- ADOPTION OF MINUTES:** Motion by Councilor Roberts to adopt the minutes of March 8, 2022 as presented. **CARRIED**
- UNFINISHED BUSINESS:** **1. FCSS Program funding Summary**  
Motion by Councilor Wilcox to accept the FCSS program funding summary as information. **CARRIED**
- DELEGATIONS:** Nil
- BYLAWS & POLICIES:** **1. Bylaw 1062 Traffic Bylaw**  
- Director McKay spoke to the changes made to Bylaw 1062 Traffic Bylaw.  
Motion by Councilor Roberts to accept the changes for Bylaw 1062 as information and pass on to Council for final approval. **CARRIED**
- 2. Carstairs Protective Services-Body Cam Policy**  
- Director McKay spoke to the new Body Cam Policy.  
Motion by Councilor Wilcox to edit the policy and have it come back to the committee once completed. **CARRIED**
- 3. Carstairs Community Golf Club Discount Policy**  
- Advisor to the CAO McDonnell spoke to the new Golf Club Discount Policy.  
Motion by Councilor Roberts to adopt the new Golf Club Discount Policy as information and pass on to administration for final draft. **CARRIED**
- 4. Carstairs Community Golf Club Membership Policy**  
- Advisor to the CAO McDonnell spoke to the new Golf Club Membership Policy.  
Motion by Councilor Roberts to adopt with the changes to the Carstairs Community Golf Club Membership Policy. **CARRIED**

**5. Carstairs Community Golf Club Return Policy**

- Advisor to the CAO McDonnell spoke to the new Golf Club Return Policy.

Motion by Councilor Wilcox adopt the new Carstairs Community Golf Club Return Policy as presented.

**CARRIED****5. Carstairs Community Golf Club Tournament Policy**

- Advisor McDonnell spoke to the new Golf Club Tournament Policy

Motion by Councilor Roberts to adopt with the new changes to the Carstairs Community Golf Club Tournament Policy.

**CARRIED****NEW BUSINESS:****1. 2022 Carstairs Community Golf Club Membership Listing**

Motion by Councilor Wilcox to accept the Carstairs Community Golf Club Membership listing as information.

**CARRIED****MONTHLY REPORTS:****1. 2022 Committee Work Plan**

- Updated

**2. 2022 Internal Annual Report**

- Updated

Motion by Councilor Roberts accept all Monthly reports as information.

**CARRIED****QUARTERLY REPORTS:****1. Agreement Listing**

- Updated last meeting

**2. Policy Listing**

- Active Listing provided

**3. Bylaw Listing**

- Active Listing provided

Motion by Councilor Roberts to accept all Quarterly reports as information.

**CARRIED****QUARTERLY FACILITY  
REPORTS – CITY WIDE:****1. Carstairs Memorial Arena**

- Nothing to report

**2. Carstairs Community Hall**

- Nothing to report

**3. Parks and Naturalized Areas**

- Nothing to report

**4. Carstairs Campground**

- Nothing to report

**ANNUAL REPORTS:****1. Town of Carstairs Governance Policy**

- Nil

**2. Town of Carstairs Corporate Governance Strategies**

- Nil

**3. FCSS Funding Internal Summary**

- Nil

**CORRESPONDENCE:** Nil

**GENERAL DISCUSSION: Councilor Wilcox**

-Received an email in regard to the Land Use Bylaw, it was suggested that an edit to the wording of the Bylaw in regards to the R1 and R2 districts be made clear.

The Committee decided to bring the Land Use Bylaw to the next meeting for review.

**NEXT MEETING:** May 10, 2022, at 7:30 a.m.

**ADJOURNMENT:** Motion by Councilor Roberts to adjourn the Policy & Governance Committee meeting of April 12, 2022, at 8:34 a.m.

**CARRIED**

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**Councilor Angie Fricke**

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**Rick Blair, CAO**

Dear Mayor **Lance Colby**,

In these unprecedented times, Operation Smile Canada recognizes the importance of engaging community members in ways that enable them to use their passion and creativity to encourage positive change.

Which is why we are inviting you as the Mayor of Town of Carstairs to proclaim June 19<sup>th</sup>, 2022 as the Longest Day of SMILES® in your community.

The Longest Day of SMILES® encourages community ambassadors to raise awareness and funds to help a child born with a cleft condition smile and change their life with free, safe, cleft surgery and comprehensive care. From sun-up to sun-down, from coast to coast to coast, Canadians are dedicating June 19<sup>th</sup>, 2022, and the time leading up to it, to helping children SMILE.

Operation Smile Canada is a volunteer-delivered global medical charity that exists to ensure everyone has access to safe, effective surgery that they need wherever they live in the world. Surgery that will change a child's life forever... help families, communities, countries, regions and yes, the world.

By proclaiming June 19<sup>th</sup>, 2022, as the Longest Day of SMILES® in Town of Carstairs and challenging other communities to do the same, you can provide waiting children with exceptional cleft care and a hopeful future with a new smile.

Our Community Engagement & Fundraising team is happy to support you and your community should you choose to participate with us.

To confirm your participation or to request more info, please email Candy Keillor, Community Engagement Specialist [candy.keillor@operationsmile.org](mailto:candy.keillor@operationsmile.org)

To learn more about the transformational impact of Operation Smile Canada, visit: [operationsmile.ca](http://operationsmile.ca)

We look forward to collaborating with you and your team to make this the best Longest Day of SMILES® yet! Together we can make a difference one smile at a time!

Keep Smiling,



**Candy Keillor (she/her)**  
**Community Engagement Specialist**



## Proclamation Longest Day of SMILES®

June 19<sup>th</sup>, 2022

- WHEREAS:** Operation Smile Canada is a global medical charity providing free, life-changing surgeries and medical care to children born with cleft conditions around the world; and
- WHEREAS:** Every 3 minutes, a child is born with a cleft condition, and lack of access to safe, effective surgery means that easily treatable conditions like cleft lip and cleft palate can become fatal; and
- WHEREAS:** Operation Smile Canada believes every child born with a cleft condition deserves exceptional surgical care; and
- WHEREAS:** The Longest Day of SMILES® will unite Canadians from coast to coast to coast as they raise awareness and funds; and
- WHEREAS:** On June 19<sup>th</sup>, 2022, the citizens of Carstairs are encouraged to learn more about how to support this worthy cause by visiting [www.longestdayofsmiles.ca](http://www.longestdayofsmiles.ca); and
- WHEREAS:** Our community can help celebrate the Longest Day of SMILES® by posting #longestdayofsmiles on social media; and
- THEREFORE:** I, Lance Colby, Mayor of Carstairs do hereby proclaim June 19<sup>th</sup>, 2022 as “**Longest Day of SMILES®**” in Carstairs and commend its thoughtful observance to all citizens of our municipality.

DATED THIS 25 DAY OF APRIL 2022

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**Lance Colby, Mayor**

His/Her Worship Mayor,

I'm writing to you on behalf of Nature Canada's ocean protection team with an opportunity to help create positive change for your community, and the natural world we all rely on.

Canada has the longest coastline in the world. With it comes the duty to be leaders in protecting and restoring the ocean. As part of the Global Deal for Nature in the Paris Accords, our government **has promised to protect 30 percent of oceans by 2030** through establishing Marine Protected Areas. In 2015 only one percent of Canadian oceans were protected. But as of 2020, due advocacy by Canadians like you, nearly 14 percent of the world's oceans are now safeguarded for generations to come.

Municipalities can be powerful change agents in the goal to protect 30 percent of the world's oceans by 2030. We have seen this leadership in action in combating climate change, when cities and towns across the world stepped up to reduce their greenhouse gas emissions and pressured federal governments to do the same. Whether on the coast or far inland, municipalities rely on ocean ecosystems for seafood production, climate regulation, and the preservation of unique and beautiful animals and ecosystems.

**Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation.**

Reaching our ocean protection goal will help us win the fight against global warming. Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation. The oceans play a pivotal role counteracting climate change as the largest carbon sink, providing more than half our oxygen while storing fifty times more carbon than the atmosphere. Oceans also regulate weather, helping to balance the uneven distribution of solar radiation.

**Here's why we need you:** Your voice as a municipality can influence national governments and have a direct effect on the quality of life for your residents. It's as easy as having the council pass the attached resolution. By taking this simple step, you will be helping our policy team show government officials that Canadians support National Marine Protected Areas and encourage them to implement effective policies.

It would mean a great deal to us if you could sign on to help secure a future for our generation and the generations to come.

In solidarity with you and with our natural world,

Paul Gregory  
Senior Oceans Campaigner

*Nature Canada is one of the oldest national nature conservation charities in Canada. For 80 years, we've helped protect over 110 million acres of parks and wildlife areas in Canada and countless species. Today, Nature Canada represents a network of over 130,000 members and supporters, guided by more than 1,200 nature organizations.*

**A RESOLUTION IN SUPPORT OF MUNICIPALITY X RECOGNIZING AND CELEBRATING  
WORLD OCEANS DAY 2022 AND THE ADVANCEMENT OF OCEAN CONSERVATION IN  
CANADA**

WHEREAS, Wednesday, June 8, 2022, is the 30th annual World Ocean's Day. World Oceans Day is the United Nations day for celebrating the role of the ocean in everyday life and inspiring action to protect it.

WHEREAS, Countries around the world, including Canada as a prominent leader, have committed to protecting 30% of their ocean territory by 2030 in order to reverse nature loss in the ocean and safeguard at-risk marine life.

WHEREAS, The ocean is home to hundreds of species at risk, vulnerable ecosystems, and is a crucial carbon sink shielding us from the worst of climate change.

WHEREAS, The ocean produces over half of the world's oxygen and absorbs 50 times more carbon dioxide than our atmosphere. Therefore protecting the ocean is in the interest of all life on Earth, and communities both coastal and inland, as it is essential to our shared future.

WHEREAS, It is the jurisdiction of the Government of Canada, under various pieces of legislation and regulation, to establish marine protected areas in consultation with Indigenous Peoples. Many Indigenous nations and communities are leading in the conservation of the ocean, and have been stewards of the ocean since time immemorial.

WHEREAS, It is important for municipal leaders to demonstrate support for actions to safeguard the ocean, as they have for action on climate change and other environmental matters of national importance.

WHEREAS, In celebrating the ocean, and protecting its habitats and ecosystems, we can together raise the profile of ocean conservation's critical role in improving planetary health and slowing the crisis of species collapse and ecosystem decline.

**Therefore be it resolved** that the MUNICIPALITY OF X recognizes the 30th anniversary of World Oceans Day on June 8th, 2022 and supports national and international efforts to protect 30% of the ocean by 2030.



To: Mr. Rick Blair  
Chief Administrative Officer  
Town of Carstairs  
Carstairs, Alberta  
[rickb@carstairs.ca](mailto:rickb@carstairs.ca)

Greetings and thank you for taking the time to read this email. My business partner and I are marketing and developing Waste-to-Energy Systems for landfill diversion of existing waste quantities and can process legacy waste in existing landfills as well (landfill mining), using them to produce energy and other products that can provide significant economic benefits. As our planet and our society face mounting challenges for the future, we are developing these systems to do three things to help the planet: 1) Divert waste to reduce and eliminate landfills and the associated issues and liabilities surrounding them; 2) Provide a significant economic benefit through the production of energy and other products, and; 3) Provide a significant reduction of Greenhouse gases.

We can produce energy from the pyrolysis process that consumes the waste in the forms of heat (steam or hot water), electricity, or liquid fuels such as bio diesel and/or hydrogen that could fuel public vehicles. Our systems run from small to medium scale and are modular allowing a large degree of flexibility to service any size community or region with varying waste management needs.

We have containerized systems that process up to three tonnes of waste per day and can provide a significant energy input back into your jurisdiction. These systems are easily deployable and are perfect for northern and remote locales as well as urban, suburban and rural areas. Along with this we also can build systems in fixed facilities to process up to 300 tonnes per day. Currently we are working with two municipalities and waste commissions in Alberta, three rural municipalities in western Manitoba as well as communities in Ontario, and in the US in Texas, New York and Florida.

We are an Alberta based business and my business partner and I live and work in Alberta. We are building our business here in this province because we believe in the technology, we believe in assisting the conversion to low-carbon energy and the reduction of greenhouse gases, and we want to benefit the people and the economy of Alberta. We are looking to contact people who are in positions of influence/action to further develop this program. If you or others you know of have interest, please let me know, thank you.

Eric Friesen  
Cool Green Solutions Inc.  
[www.coolgreensolutions.ca](http://www.coolgreensolutions.ca)