




**POLICIES & PRIORITIES COMMITTEE MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
TUESDAY, MARCH 17, 2026, 1:00 P.M.**

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1. **CALL TO ORDER**
2. **ADDED ITEMS**
  - a) Reserves & Accumulated Surplus Policy to **Bylaws & Policies 7.e**
3. **ADOPTION OF AGENDA**
  - a) Adoption of Agenda of March 17, 2026  
**Motion:** To adopt the agenda of March 17, 2026
4. **ADOPTION OF MINUTES**
  - a) Adoption of Minutes of February 17, 2026 (addendum 4.a)  
**Motion:** To adopt the minutes of February 17, 2026  

5. **UNFINISHED BUSINESS**
  - a) Mill Rate 2026 Discussion
6. **DELEGATIONS**
7. **BYLAW & POLICIES**
  - a) Bylaw No. 1058 Noise Bylaw-Amended
  - b) Policy No. 11-031-26 Council (Cam) Technology & Device Policy
  - c) Policy No. 72-04-002-26 Carstairs Community Golf Club Membership Policy-Amended
  - d) Policy No. 72-04-006-26 E-bikes, E-Scooter & Personal Golf Cart Use
  - e) Reserves & Accumulated Surplus Policy
8. **NEW BUSINESS**
  - a) Electronic Sign Discussion
9. **REPORTS**
  - a) DEVELOPMENT

- i) Permit Listing - Year to Date
  - ii) Compliance Listing - Year to Date
- b) CITY WIDE MONTHLY REPORTS
  - i) Fire Reports
  - ii) Bylaw Reports
- c) EMERGENCY SERVICES
  - i) Emergency Services Report
  - ii) Carstairs Emergency Management Agency (CEMA) Report

**10. GENERAL DISCUSSION**

**11. CLOSED MEETING**

*Section 197 of the Municipal Government Act requires that Council and Council Committees conduct their meetings in public unless the matter to be discussed falls under one of the exceptions to disclosure outlined in Division 2 of Part 1 of the Access to Information Act (AITA), including but not limited to matters related to business interests, personal privacy, individual or public safety, confidential evaluations or law enforcement. (Sections 19 to 34).*

- a) *Section 19-Disclosure harmful to business interests of a Third-Party*

**12. NEXT MEETING**

April 21, 2026

**13. ADJOURNMENT**

**MINUTES OF THE POLICIES & PRIORITIES COMMITTEE MEETING  
TUESDAY, FEBRUARY 17, 2026, 1:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**IN ATTENDANCE:** Mayor Allan, Councilors Ball, Fricke, Selanders, Roberts & Wilcox; Director of Emergency Services Rob McKay; Director of Planning & Development Kirk Williscroft; CAO Rick Blair; & Executive Assistant Kayleigh Van Es

**ABSENT:** Councilor Tolley

**CALL TO ORDER:** Mayor Allan called the Policies & Priorities Committee meeting of Tuesday, February 17, 2026, to order at 1:02 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:** Motion by Councilor Wilcox to adopt the Policies & Priorities Committee meeting agenda of February 17, 2026, as presented.

**CARRIED**

**ADOPTION OF MINUTES:** Motion by Councilor Roberts to adopt the Policies & Priorities minutes of January 20, 2026, as presented.

**CARRIED**

**DELEGATIONS: 1. FCSS Funding Applications-Lori King**

L. King summarized the 2026 FCSS grant applications: 15 submissions totaling \$47,631.76 in requests, with \$35,611.76 recommended for funding.

Ball questioned the Mountain View Quilters' request for \$3,200.00, suggesting that if the group qualifies for funding, other similar organizations should also be encouraged to apply. L. King advised that the application falls within FCSS guidelines and noted she was not aware of any other similar clubs.

Councilor Selanders inquired why funding for the Seniors Yoga program was not recommended. L. King advised that the request is pending the outcome of the New Horizons grant application and noted that similar programs are already offered within the community. She further indicated that, should the grant be approved, the requested amount may change.

Councilor Fricke inquired whether there were any new additions to the funding applications. L. King advised that while some existing programs had changes to their applications, no new organizations applied this year.

Councilor Ball requested clarification regarding the YES Program.

Motion by Councilor Selanders to accept FCSS Funding applications as information.

**CARRIED**

**UNFINISHED BUSINESS: 1. Bylaw 1062 Traffic Bylaw (E-bike addition)**

R. McKay spoke to the proposed amendments to Bylaw 1062, including the addition of provisions related to e-bikes.

Councilor Ball suggested minor grammatical revisions.

Councilor Fricke inquired whether Council would consider a pilot project for golf carts, similar to the program implemented in Innisfail. She also sought clarification regarding restrictions on mobility aids, noting that enforcement would be at the officer's discretion.

Councilor Selanders proposed amendments to certain definitions within the bylaw. Councilor Roberts identified a correction.

Motion by Councilor Wilcox to accept Bylaw 1062 Traffic Bylaw as information and forward to the next Council meeting for ratification.

**CARRIED**

**2. Social Media Policy**

The Committee reviewed the proposed amendments to the Social Media Policy as discussed at the previous meeting.

Councilor Fricke inquired whether a process is already in place for obtaining photo permissions. Administration confirmed that a process is currently in place.

Motion by Councilor Ball to accept the Social Media Policy as information and forward to the next Council meeting for ratification.

**CARRIED**

**3. Swearing in Ceremony Policy**

The Committee reviewed the proposed amendments to the Swearing-In Ceremony Policy as discussed at the previous meeting.

Councilor Selanders expressed the opinion that the Policy does not provide value. Councilor Fricke sought clarification regarding the absence of a time constraint within the Policy.

Councilor Roberts noted that the Policy provides clarification to the Procedure Bylaw.

Motion by Councilor Fricke to accept the Swearing in Ceremony Policy as information and forward to the next Council meeting for ratification.

**CARRIED**

**BYLAW & POLICIES:**

**1. Appeal Handling Policy**

The Committee reviewed the proposed Appeal Handling Policy. R. Blair outlined the background and rationale for the development of the Policy.

Motion by Councilor Wilcox to accept the Appeal Handling Policy as information and forward to the next Council meeting for ratification.

**CARRIED**

**NEW BUSINESS:**

Nil

**REPORTS:**

**1. Development Reports**

The Committee reviewed the Development Reports. To date, 20 permits have been issued, including 9 new home builds and 5 compliance certificates.

- a. Permit listing
- b. Compliance listing

Councilor Fricke sought clarification regarding permit fees.

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

**CARRIED**

**2. City-Wide Monthly Reports**

The Committee reviewed the following City-Wide Monthly reports.

- a. Fire Reports
- b. Bylaw Reports

The Committee discussed the new layout of the report and the files included in reporting, as well as the current Dog Control Bylaw and its implementation.

Motion by Councilor Wilcox to accept City Wide Monthly Reports as information.

**CARRIED**

**3. Emergency Services**

The Committee reviewed the following Emergency Services reports.

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

The Committee discussed Safety Code processes and a current issue at the Carstairs Curling Club.

*Councilor Roberts excused himself due to a conflict of interest.*

Motion by Councilor Ball to accept Emergency Services Reports as information.

**CARRIED**

**4. Quarterly Listings**

The Committee reviewed the following Quarterly Listing.

- a. Business License Listing

Councilor Selanders requested clarification on the distinction between home-based businesses and residential businesses. Administration will review the bylaw definitions and provide clarification.

Motion by Councilor Roberts to accept the Business License Quarterly Listings as information.

**CARRIED**

**CORRESPONDENCE:** Nil

**GENERAL DISCUSSION:** **1. Councilor Fricke**  
Reported that Stacey Stilling, CAO of Mountain View Seniors' Housing (MVSH), commended J. Lockert at the Carstairs Community Golf Club. She noted that the club will host this year's MVSH Golf Tournament and highlighted the course for its size, excellent condition, and strong management.

**NEXT MEETING:** Tuesday, March 17, 2026

**ADJOURNMENT:** Motion by Councilor Wilcox to adjourn the Policies & Priorities Committee meeting of Tuesday, February 17, 2026, at 2:07 p.m.

**CARRIED**

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**Dean Allan, Mayor**

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**Rick Blair, CAO**