



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, FEBRUARY 24, 2025, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of February 24, 2025
Motion: To adopt the agenda of February 24, 2025

4. ADOPTION OF MINUTES

- 3 a) Adoption of Public Hearing Minutes - Bylaw No. 2058 of February 10, 2025(addendum 4.a)
Motion: To adopt the Public Hearing Minutes - Bylaw No. 2058 of February 10, 2025



- 4 b) Adoption of Public Hearing Minutes - Bylaw No. 2059 of February 10, 2025 (addendum 4.b)
Motion: To adopt the Public Hearing Minutes - Bylaw No. 2059 of February 10, 2025



- 5 - 7 c) Adoption of Regular Council Minutes of February 10, 2025 (addendum 4.c)
Motion: To adopt the Regular Council Minutes of February 10, 2025



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- 8 - 41 a) Land Use Redesignation Report-Kirk Williscroft (addendum 6.a)



7. BYLAWS AND POLICIES

- 42 - 43 a) Bylaw No. 2058 Land Use Redesignation-693 10th Ave (addendum 7.a)



- 44 - 45 b) Bylaw No. 2059 Land Use Redesignation-701 10th Ave (addendum 7.b)



8. NEW BUSINESS




9. COMMITTEE REPORTS

- a) POLICIES & PRIORITIES COMMITTEE
 - i) Next meeting March 20, 2025
- b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- c) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- d) MOUNTAIN VIEW SENIORS HOUSING

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

- 46 a) Science Fair Judging Request (addendum 11.a)

- 47 - 48 b) Minister's Awards for Municipal and Public Libraries (addendum 11.b)

- 49 c) Jitterbug Dance Request (addendum 11.c)


12. CAO'S REPORT

13. COUNCILOR COMMENTS

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 PUBLIC HEARING MEETING
BYLAW NO. 2058 – 693 10 AVE SOUTH LAND USE REDESIGNATION
MONDAY, FEBRUARY 10 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

- ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, & Wilcox
Director of Legislative & Corporate Services Shannon Allison, Director
of Planning & Development Kirk Williscroft, & Executive Assistant
Kayleigh Van Es
- ABSENT:** CAO Rick Blair
- CALL TO ORDER:** Mayor Colby called the Public Hearing of Monday, February 10, 2025,
to order at 7:00 p.m.
- PURPOSE:** **1. Bylaw No. 2058 - 693 10 Ave Land Use Redesignation**
The purpose of this Public Hearing is to receive and consider; to
amend Land Use Bylaw No 2007 by providing a Land Use
Redesignation to rezone 0.809 hectares (2 acres) of land located
within the NE 08-30-01-W5M, civic address, 693 10th Ave South, as
shown in Schedule A, from Medium Density Residential–Attached
Dwelling District (R3) to Low Density Residential District-Single
Detached District (R1).
- DELEGATIONS:** **1. Director of Planning & Development - Kirk Williscroft**
K. Williscroft provided a brief report regarding the adjacent parcels,
specifically the northernmost lot located just east of the community
hall. At this time, there are no plans for development on this parcel.
The second and third readings of the Land Use Redesignation Report
will be included in the agenda for the Council meeting scheduled for
February 24, 2025. The Land Use Redesignation remains open for
comments; however, no responses have been received from
adjacent landowners or agencies thus far.
- PUBLIC QUESTION
PERIOD:** **Nil**
- ADJOURNMENT:** Motion by Councilor Wilcox to adjourn the Public Hearing meeting of
February 10, 2024, at 7:02 p.m.

CARRIED

Lance Colby, Mayor

**Shannon Allison, Director of Legislative &
Corporate Services**

**MINUTES OF THE PUBLIC HEARING MEETING
BYLAW NO. 2059 – 701 10 AVE SOUTH LAND USE REDESIGNATION
MONDAY, FEBRUARY 10 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

- ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, & Wilcox
Director of Legislative & Corporate Services Shannon Allison, Director
of Planning & Development Kirk Willisroft, & Executive Assistant
Kayleigh Van Es
- ABSENT:** CAO Rick Blair
- CALL TO ORDER:** Mayor Colby called the Public Hearing of Monday, February 10, 2025,
to order at 7:02 p.m.
- PURPOSE:** **1. Bylaw No. 2059 - 701 10 Ave Land Use Redesignation**
The purpose of this Public Hearing is to receive and consider; to
amend Land Use Bylaw No 2007 by providing a Land Use
Redesignation to rezone 0.938 hectares (2.32 acres) of land located
within the NE 08-30-01- W5M, civic address, 701 10th Ave South, as
shown in Schedule A, from Medium Density Residential – Attached
Dwelling District (R3) to Low Density Residential District - Single
Detached District (R1).
- DELEGATIONS:** **1. Director of Planning & Development - Kirk Willisroft**
K. Willisroft provided a brief report regarding the adjacent parcels,
specifically the southernmost lot located just east of the community
hall. At this time, there are plans to submit an engineered design for
development on this parcel. The second and third readings of the
Land Use Redesignation Report will be included in the agenda for the
Council meeting scheduled for February 24, 2025. The Land Use
Redesignation remains open for comments; however, no responses
have been received from adjacent landowners or agencies thus far.
- PUBLIC QUESTION
PERIOD:** **Nil**
- ADJOURNMENT:** Motion by Councilor Ball to adjourn the Public Hearing meeting of
February 10, 2024, at 7:03 p.m.

CARRIED

Lance Colby, Mayor

**Shannon Allison, Director of Legislative &
Corporate Services**

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 10, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts & Wilcox; Director of Legislative & Corporate Services Shannon Allison; Director of Planning & Development Kirk Willisroft; Executive Assistant Kayleigh Van Es

ABSENT: CAO Rick Blair

CALL TO ORDER: Mayor Colby called the meeting of Monday, February 10, 2025, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:
Motion 033/25 Motion by Councilor Fricke to adopt the Regular Council agenda of February 10, 2025, as presented. **CARRIED**

ADOPTION OF PREVIOUS MINUTES:
Motion 034/25 Motion by Councilor Allan to adopt the Regular Council Meeting minutes of January 27, 2025, as presented. **CARRIED**

BUSINESS ARISING FROM PREVIOUS MEETING:

1. Land Use Bylaw Update
K. Willisroft provided an update on the Land Use Bylaw Update, which is currently in the third stage of the process: community engagement. A virtual open house will be launched on February 12 and will remain open until February 28. Advertising for the event will be available on the website, social media, and print media. The virtual open house will feature an interactive room where participants can navigate through and view informational boards. The open house will be accessible to anyone wishing to participate, followed by a survey to gather feedback. Additionally, hard copies of the materials will be available at the office for those unable to access the online version. A "What We Heard" report summarizing the feedback will be presented at the next Council or P&P meeting, helping to refine and recirculate the bylaw update as it moves toward finalization.

Councilors Fricke and Wilcox expressed interest in the feedback that will be received. Councilor Wilcox also praised the layout and clarity of the materials, noting that the verbiage makes the information accessible to all and is looking forward to the community's input.

Motion 035/25 Motion by Councilor Roberts to accept Land Use Bylaw Update as information. **CARRIED**

DELEGATIONS: Nil

BYLAWS & POLICIES: Nil

NEW BUSINESS: **1. Appointment of Returning Officer**

Motion 036/25 Motion by Councilor Ratz to appoint Shannon Allison as the Returning Officer for the Town of Carstairs 2025 Municipal Election. **CARRIED**

2. Appointment of Substitute Returning Officer

Motion 037/25 Motion by Councilor Wilcox to appoint Rick Blair as the Substitute Returning Officer for the Town of Carstairs 2025 Municipal Election. **CARRIED**

COMMITTEE REPORTS:

1. Policies & Priorities Committee
-Next meeting March 20, 2025.
2. Mountain View Regional Waste Commission
-Next meeting April 2025.
3. Mountain View Regional Water Commission
-Next meeting February 12, 2025.
4. Mountain View Seniors' Housing
-Next meeting February 20, 2025.

Motion 038/25 Motion by Councilor Ball to accept all Committee Reports as information. **CARRIED**

- COUNCILOR REPORTS:**
- Councilor Allan**
 - February 3, 2025, attended the Carstairs Fire Hall to present long-term service awards.
 - Councilor Ball**
 - Nothing to report at this time.
 - Councilor Fricke**
 - January 29, 2025, attended the Introduction to the Southern Alberta Victim Services Webinar.
 - February 8, 2025, attended Holistic Hound's fundraising event supporting Pups with Soul Rescue.
 - Councilor Ratz**
 - Meeting with Carstairs Heritage Festival Committee on February 13, 2025. A new president has been elected, and the festival will proceed as planned.
 - Will be away from February 17 to March 17, 2025.
 - Councilor Roberts**
 - January 29, 2025, attended the Introduction to the Southern Alberta Victim Services Webinar.
 - Meetings with the AG society, Nature Space, and Community Garden Group are underway as they prepare for the year ahead.
 - Councilor Wilcox**
 - January 20, 2025, attended the Carstairs Library Board meeting; their new website is now live.
 - January 29, 2025, chaired the Introduction to the Southern Alberta Victim Services Webinar with 44 attendees.
 - January 30, 2025, attended the Parkland Executive meeting.
 - Mayor Colby**
 - February 3, 2025, attended the Carstairs Fire Hall to present long-term service awards.

Motion 039/25 Motion by Councilor Fricke to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE: **1. Beef & Barley Days Firework Request**
 Council received a request from the Carstairs & District Agricultural Society for the Town to continue sponsoring fireworks for Beef & Barley Days on July 18, 2025.

Motion 040/25 Motion by Councilor Ratz to approve funding for the 2025 Beef & Barley days Fireworks.

CARRIED

2. Hugh Sutherland School Scholarship Request
 Council reviewed the request regarding scholarship funding.

Motion 041/25 Motion by Councilor Roberts to maintain the current funding model for Hugh Sutherland School Scholarships.

CARRIED

3. Letter of Request-Lynne Dunsmuir
 Council reviewed a request for the Town to acquire a statue for Memorial Park or another location.

Councilor Ball suggested that administration develop a policy regarding the acceptance of art donations for public spaces.

Motion 042/25 Motion by Councilor Ball to accept the request from Lynne Dunsmuir as information and direct administration to gather further details.

CARRIED

**CAO'S REPORT:
 (Presented by S. Allison)**

- The Town's audit began on February 10, 2025. Audited financial statements are expected by the end of March.
- Work continues on the Operating Budget.
- Attended multiple Elections Alberta webinars. Election Day is October 20, 2025, and new mandatory Council training will follow.

Motion 043/25 Motion by Councilor Allan to accept CAO's Report from S. Allison as information.

CARRIED

COUNCILOR COMMENTS: **1. Councilor Ball**
 - Asked whether the repairs on Highway 580 South are the Town's responsibility or the Province's. K. Williscroft confirmed it falls under provincial jurisdiction and that repairs are expected to begin in spring or summer.

Regular Council Meeting – February 10, 2025

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2. Mayor Colby

- Noted that both Co-op and Independent grocery stores seem to be thriving.

Motion 044/25

Motion by Councilor Wilcox to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING:

Section 107 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 20).

Motion 045/25

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 7:29 p.m.

CARRIED

Motion 046/25

Motion by Councilor Ball to come out of the closed meeting session at 7:39 p.m.

CARRIED

NEXT MEETING:

Monday, February 24, 2025, at 7:00 p.m.

ADJOURNMENT:

Motion 047/25

Motion by Councilor Ball to adjourn the meeting of February 10, 2025, at 7:40 p.m.

CARRIED

Lance Colby, Mayor

Shannon Allison, Director of Legislative & Corporate Services



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

February 24, 2025

Our Reference: 27752

Client: Town of Carstairs

Attention: Rick Blair, Chief Administrative Officer

Reference: LUR-24-02 – Pittner Lawrence R3 – R1 LUR Report

1.0 Subdivision Application Details

Legal Description: NE ¼ Sec. 8 Twn. 30 Range. 1, W5M
Location: Carstairs, AB
Applicant(s): Sheila Harms, Chris Pittner & 506927 Alberta Ltd.
Landowner(s): 506927 Alberta Ltd. And Christopher Lee Pittner & Sheila Louise Harms
Current Land Use: Medium Density Residential – Attached Dwelling District (R3)
Proposed Land Use: Low Density Residential District – Single Detached District (R1)
Gross Area: 0.809 ha (2 ac) and 0.938 ha (2.32 ac)

2.0 Planning Analysis

Land Use Redesignation Proposal

Land Use Redesignation Application 24-02 proposes to redesignate NE ¼ Sec. 8 Twn. 30 Range. 1, W5M from Medium Density Residential – Attached Dwelling District (**R3**) to Low Density Residential District – Single Detached District (**R1**) to Low Density Residential.

The purpose of this Land Use Redesignation is to take the land back to R1 as it has been sitting vacant for many years and the small single family development fits the surrounding areas.

Subject Site Conditions

The subject sites are 0.809 ha (2 ac) and 0.938 ha (2.32 ac) in size which meet the minimum parcel area of 420 m² (4521 ft²) for interior parcels and 464 m² (4994.2 ft²) for corner parcels outlined in Land Use Bylaw.

The proposed land use redesignation is located in central southern Carstairs (see **Appendix A – Location Plan**). The subject parcels are adjacent to dwellings, a park, and as well as the Community Hall which is to the immediate west of the subject site. (see **Appendix B – Site Photos**).

Surrounding Land Use

Lands surrounding the subject parcels are designated Low Density Residential District – Single Detached District (R1), Low Density Residential - Two Dwelling District (R2), Public Facility and Recreation District (PRF) and Commercial Service District (C2).



3.0 Policy Alignment

Municipal Development Plan (MDP)

The Municipal Development Plan (MDP) concept designates the subject parcels as Residential. The proposed LUR is in alignment with the MDP concept as well as the policies outlined in section 6.3 of the MDP.

South Carstairs Area Structure Plan (2007)

The subject parcels are located within the South Carstairs (Scarlett Ranch) Area Structure Plan (ASP). In Figure 3 – Future Land Use and Road System of the ASP, the site is identified as Residential (Detached) which is in alignment with the proposed land use redesignation. The proposed land use redesignation is in alignment with policy 4.2 a) of the ASP.

4.0 Circulation

This application was circulated to adjacent landowners and referral agencies. Responses are provided in full in **Appendix E – Referral Responses**.

Referral Responses

- **FortisAlberta:** has no concerns regarding this land use redesignation application. **(T. Davidson)**
- **Mountain View County** has no comments or concerns. **(L. Craven)**
- **TELUS Communications Inc.** At this time, TELUS has no concerns with the proposed activities **(J. Willox)**
- **Rogers Communications Inc:** Our documentation shows we have no objections to this land use re-designation. Please note that we have conduit on the east side of the parcel along 10th Ave. Please ensure locates are called in the future prior to any construction done to ensure accuracy and depth of Rogers infrastructure. **(Z. Nastov)**
- **ATCO Transmission high pressure pipelines:** No objections **(V. Porter)**
- **ATCO Energy Systems** has the following comments:

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

There are existing ATCO facilities in the area. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution at 403-245-7888 with a minimum of one (1) year notice to enable an adequate and timely response. Note all alteration costs will be borne by the developer / owner. "If working around existing gas main, please contact our Edmonton Land Group at email address Crossings@atcogas.com to obtain a crossing/proximity agreement.

There are abandoned ATCO facilities in the work area. Please contact ATCO South Operations Dispatch at 403-245-7220 to confirm status of the gas lines at least 48 hours prior to excavation.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-as/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and



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any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website. Applications for new services residential or commercial please view our ATCO Quick Connect Guide.

There is an existing ATCO service in the area. If it should be necessary to lower, relocate, or make any alteration to our existing service due to this proposal, please contact ATCO Customer Assistance Centre at 310-5678 to discuss a service alteration. Note all alteration costs will be borne by the developer / owner. If the existing service line requires demolition or cutback please contact the Calgary Service Applications at 403-254-6200 or email GasApplicationsCalgary@atco.com for an application.

This development may benefit from ATCO's Construction Energy Services. Contact naturalgassales@atco.com or visit our Construction Energy Webpage for more Information.

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Utility Safety Partners at 1-800-242-3447 or utility-safety.ca. Please contact Utility Safety Partners prior to any surface construction.

- (1) Utility Safety Partners (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8. Please refer to the "Working Around Natural Gas" Safety Handbook found on our website at: <https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

These conditions are not meant to contradict any applicable existing law (ie. franchise agreement, bylaw, etc.), and therefore the existing applicable law shall prevail. Should any condition(s) be null or void due to the superseding applicable law, all other conditions shall prevail.

If you have any questions or concerns regarding this reply, please contact our engineer: Erika Mariz Calata, erikamariz.calata@atco.com (**A. Gregoraschuk**)

- **Alberta Transportation and Economic Corridors** has the following comments:

1. Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable.

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2. Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.

3. The subdivision application contemplated by this land use bylaw amendment may cause a concern with respect to highway operations related to access management guidelines. An Area Structure Plan shall be submitted showing all access via local roads.

Please contact Transportation and Economic Corridors through the RPATH Portal if you have any questions, or require additional information. **(C. Marcynuik)**

- **ISL Engineering** has no concerns for land use.

Landowner Responses

- The adjacent landowner circulation period ended on February 12th, 2025. No responses were received.

5.0 Decision

With respect to this Land Use Redesignation application, Council has the following options:

- A) Approve the Land Use Redesignation,
- B) Make amendments considered necessary at second reading and approve the Land Use Redesignation as amended,
- C) Table the Land Use Redesignation until certain requirements are met or refer it back to planning staff for further review, or
- D) Defeat the Land Use Redesignation.



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Appendix A

Figure 1 – Location Plan

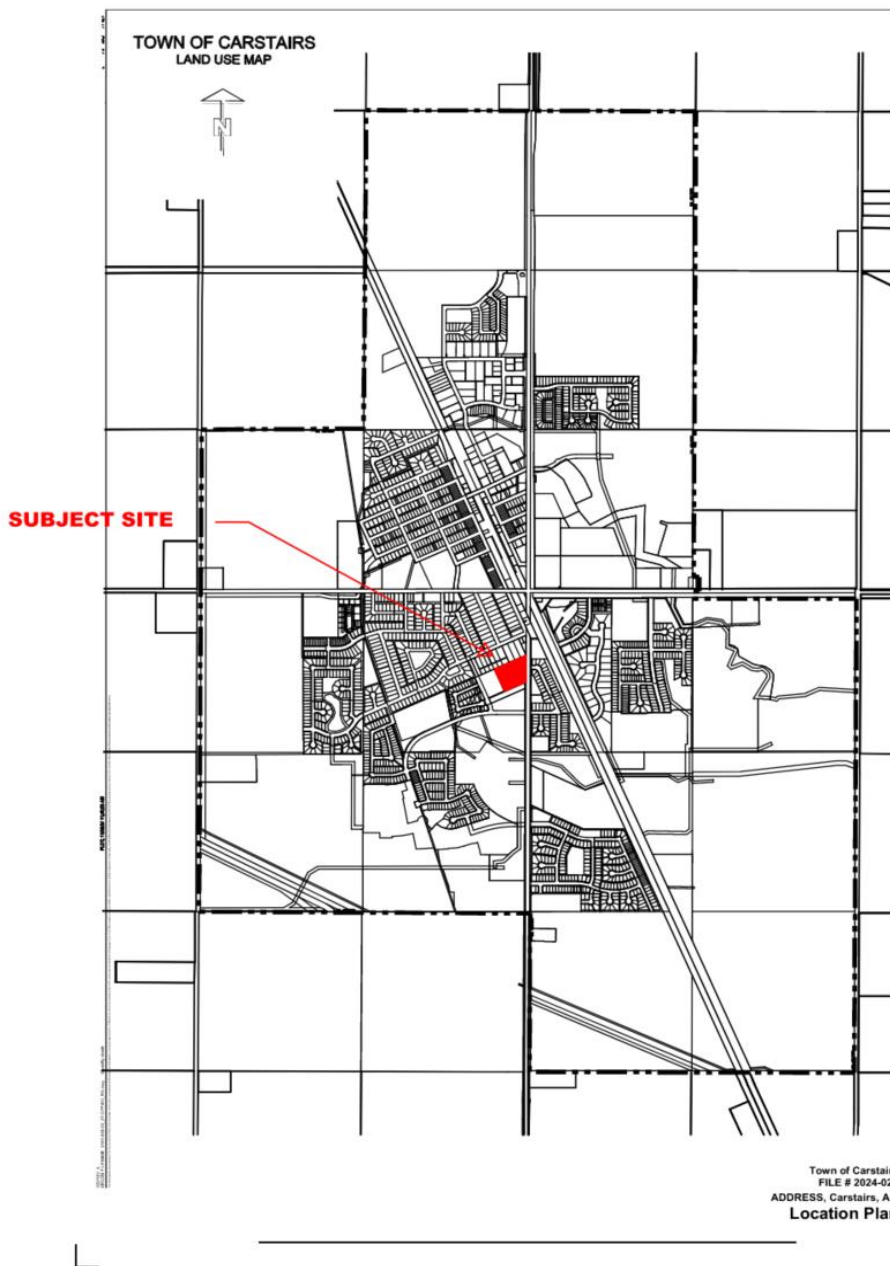
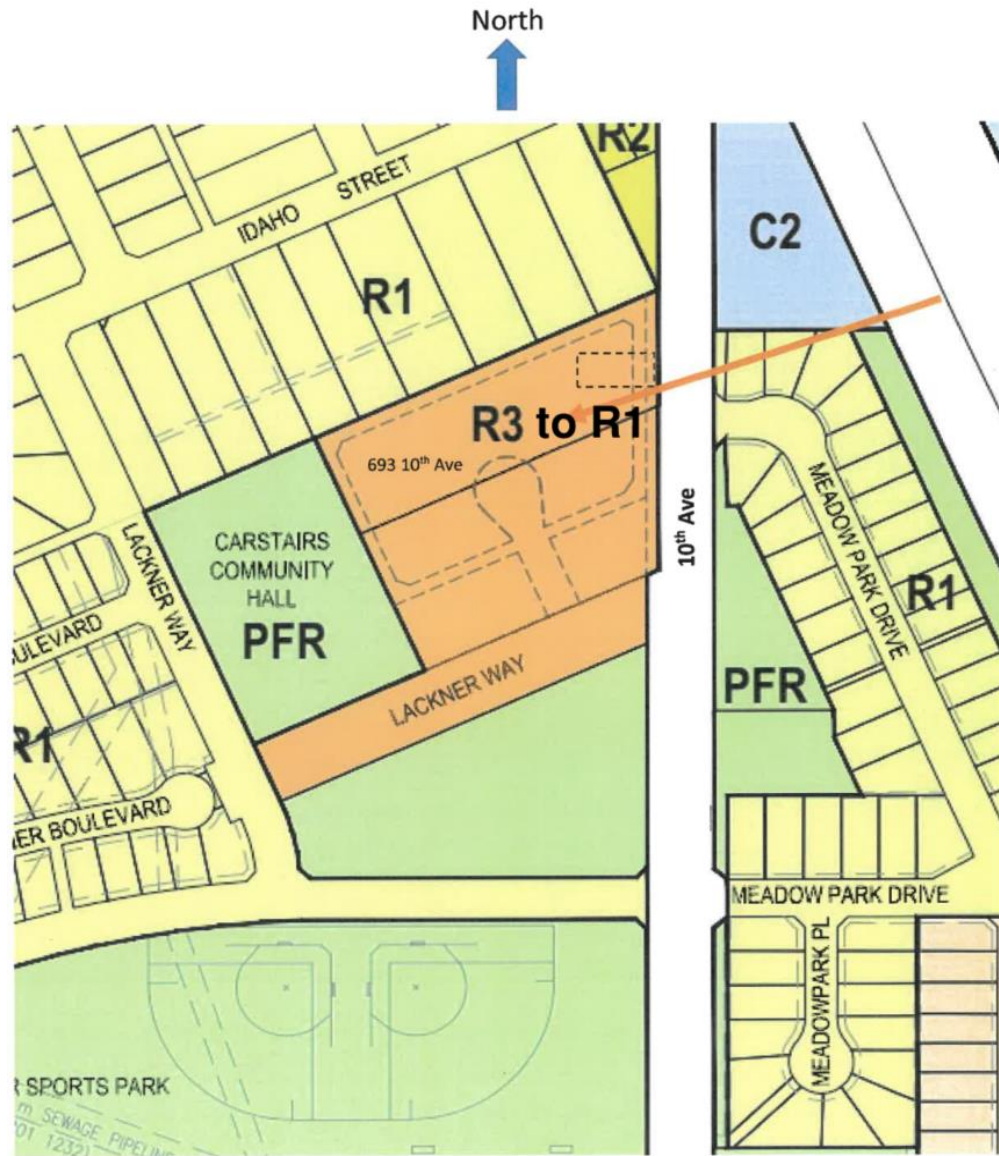




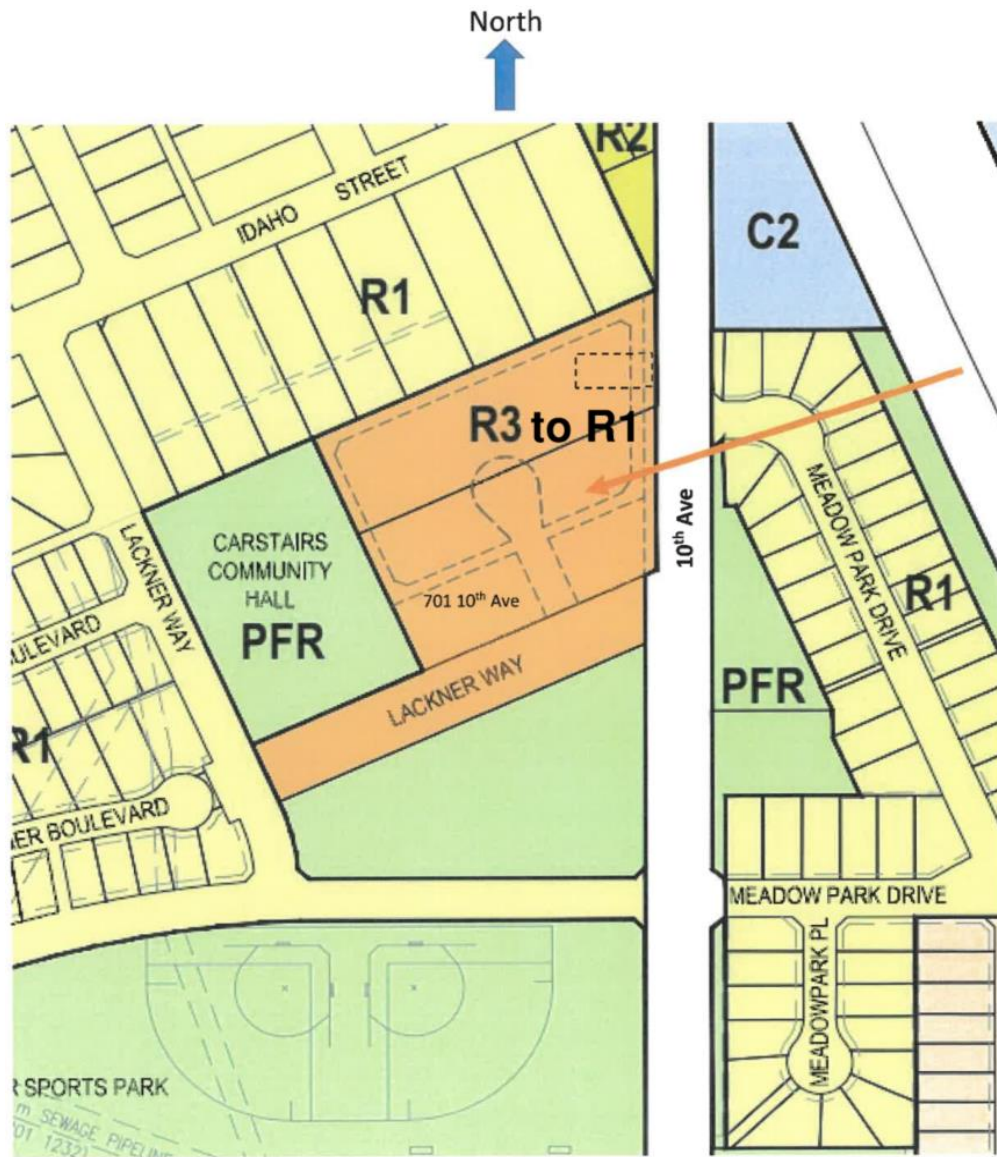
Figure 2 – Proposed Land Use Redesignation (Lot 1)





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Figure 3 – Proposed Land Use Redesignation (Lot 2)





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Appendix B

Site Images



















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Appendix C

Referral Responses



Land Use Redesignation Application LUR-24-02 Referral for Comment

From CirculationsGrowthandImprovement <CirculationsGrowthandImprovement@atco.com>
Date Mon 12/30/2024 2:14 PM
To Natalie Tremblay <NTremblay@islengineering.com>

1 attachment (116 KB)
Response - LUR-24-02.pdf;

Good afternoon,

Please see the attached response for this circulation.

Kind regards,

Alix Gregoraschuk (she/her)
Administrative Coordinator, Distribution Engineering Growth
ATCO Gas & Pipelines

P. 403 476 0626
A. 909 11th Ave SW Calgary, AB Canada T2R 1L8



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In the spirit of reconciliation, we acknowledge the traditional territories and homelands on which many of our ATCO operations and facilities are located. We honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.

honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.

From: Natalie Tremblay <NTremblay@islengineering.com>
Sent: Thursday, December 19, 2024 4:10 PM
Subject: Land Use Redesignation Application LUR-24-02 Referral for Comment

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025**.

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

ISL Engineering and Land Services Ltd.

4015 7th Street SE

Calgary, AB T2G 2Y9

T: 780.438.9000 C: 403-561-9580

NTremblay@islengineering.com islengineering.com



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Date: December 30, 2024

Circulation Package: LUR-24-02

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

There are existing ATCO facilities in the area. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution at 403-245-7888 with a minimum of one (1) year notice to enable an adequate and timely response. Note all alteration costs will be borne by the developer / owner. "If working around existing gas main, please contact our Edmonton Land Group at email address Crossings@atcogas.com to obtain a crossing/proximity agreement.

There are abandoned ATCO facilities in the work area. Please contact ATCO South Operations Dispatch at 403-245-7220 to confirm status of the gas lines at least 48 hours prior to excavation.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-gas/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website. Applications for new services residential or commercial please view our [ATCO Quick Connect Guide](#).

There is an existing ATCO service in the area. If it should be necessary to lower, relocate, or make any alteration to our existing service due to this proposal, please contact ATCO Customer Assistance Centre at 310-5678 to discuss a service alteration. Note all alteration costs will be borne by the developer / owner. If the existing service line requires demolition or cutback please contact the Calgary Service Applications at 403-254-6200 or email GasApplicationsCalgary@atco.com for an application.

This development may benefit from ATCO's Construction Energy Services. Contact naturalgassales@atco.com or visit our [Construction Energy Webpage](#) for more Information.

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Utility Safety Partners at 1-800-242-3447 or utilitiesafety.ca. Please contact Utility Safety Partners prior to any surface construction.



- (1) Utility Safety Partners (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent’s project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the “Working Around Natural Gas” Safety Handbook found on our website at:
<https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

These conditions are not meant to contradict any applicable existing law (ie. franchise agreement, bylaw, etc.), and therefore the existing applicable law shall prevail. Should any condition(s) be null or void due to the superseding applicable law, all other conditions shall prevail.


If you have any **questions or concerns regarding this reply**, please contact our engineer: **Erika Mariz Calata**, erikamariz.calata@atco.com

Kind regards,

Alix Gregoraschuk (she/her)
Administrative Coordinator, Distribution Engineering Growth
ATCO Gas & Pipelines

P. 403 476 0626
A. 909 11th Ave SW Calgary, AB Canada T2R 1L8



 Outlook

RESPONSE 24-4684 RE: Land Use Redesignation Application LUR-24-02 Referral for Comment

From Circulations, HP <HP.Circulations@atco.com>
Date Fri 12/20/2024 8:03 AM
To Natalie Tremblay <NTremblay@islengineering.com>

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.

Thank you,

Vicki Porter
Sr. Admin Coordinator, Engineering Ops
Gas Transmission
ATCO Pipelines and Liquids GBU

Email: vicki.porter@atco.com

From: Natalie Tremblay <NTremblay@islengineering.com>
Sent: Thursday, December 19, 2024 4:10 PM
Subject: Land Use Redesignation Application LUR-24-02 Referral for Comment

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025**.

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

ISL Engineering and Land Services Ltd.

4015 7th Street SE

Calgary, AB T2G 2Y9

T: 780.438.9000 C: 403-561-9580

NTremblay@islengineering.com islengineering.com



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Transportation and Economic Corridors Notice of Referral Decision

Land Use Bylaw Amendment in Proximity of a Provincial Highway

Municipality File Number:	LUR 24-02	Highway(s):	580
Legal Land Location:	QS-NE SEC-08 TWP-030 RGE-01 MER-5	Municipality:	Carstairs
Decision By:	Cheryl Marcyniuk	Issuing Office:	Central Region / Red Deer
Issued Date:	2024-01-20	AT Reference #:	RPATH0047863
Description of Development:	<p>Proposed redesignation of Pt NE ¼ Sec. 8 Twn. 30 Range. 1, W5M from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District – Single Detached District (R1).</p> <p>The purpose of this Land Use Redesignation is to take the land back to R1 as it has been sitting vacant for many years and the small single family development fits the surrounding areas.</p>		



This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed land use amendment(s).


Transportation and Economic Corridors offers the following comments and observations with respect to the proposed land use amendment (s):

1. Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable.
2. Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.
3. The subdivision application contemplated by this land use bylaw amendment may cause a concern with respect to highway operations related to access management guidelines. An Area Structure Plan shall be submitted showing all access via local roads.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information.




Issued by **Cheryl Marcynuik, Development & Planning Technologist**, on 2024-01-20 on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation and Economic Corridors Delegation of Authority*

 Outlook

FW: [CAUTION] Land Use Redesignation Application LUR-24-02 Referral for Comment

From Tracy Davidson <tracy.davidson@fortisalberta.com>
on behalf of
Land Service <landserv@fortisalberta.com>
Date Tue 1/7/2025 3:41 PM
To Natalie Tremblay <NTremblay@isengineering.com>

 1 attachment (2 MB)
Circulation Package__LUR-24-02.pdf;

Good afternoon,
FortisAlberta Inc. has no concerns regarding this land use redesignation application.



Thank you,

Tracy Davidson | Land Coordinator

FortisAlberta Inc. | 100 Chippewa Road, Sherwood Park, AB, T8A 4H4 | Direct 780-464-8815



We are FortisAlberta. We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

From: Natalie Tremblay <NTremblay@islengineering.com>

Sent: Thursday, December 19, 2024 4:10 PM

Subject: [CAUTION] Land Use Redesignation Application LUR-24-02 Referral for Comment

THINK BEFORE YOU CLICK:

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Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025**.

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

ISL Engineering and Land Services Ltd.

4015 7th Street SE

Calgary, AB T2G 2Y9


T: 780.438.9000 C: 403-561-9580

NTremblay@islengineering.com islengineering.com



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 Outlook

Re: Land Use Redesignation Application LUR-24-02 Referral for Comment

From circulations . <circulations@telus.com>

Date Tue 1/14/2025 9:56 AM

To Natalie Tremblay <NTremblay@islengineering.com>

Good Day,

Thank you for including TELUS in your circulation.

At this time, TELUS has no concerns with the proposed activities.

Thanks

Jane Willox

Real Estate Specialist | TELUS Land Solutions Team

Customer Network Planning (CNP)

2930 Centre Avenue NE, Calgary, AB T2A 4Y2

On Thu, Dec 19, 2024 at 4:10 PM Natalie Tremblay <NTremblay@islengineering.com> wrote:

Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025**.

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

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Calgary, AB T2G 2Y9


T: 780.438.9000 C: 403-561-9580

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 Outlook

RE: Land Use Redesignation Application LUR-24-02 Referral for Comment

From Lynn Craven <lcraven@mvcounty.com>
Date Mon 12/30/2024 10:53 AM
To Natalie Tremblay <NTremblay@islengineering.com>

You don't often get email from lcraven@mvcounty.com. [Learn why this is important](#)

Good morning,
Mountain View County has no comments or concerns. Thank you for including us in your referral.

Kind regards,

Lynn Craven | Administrative Assistant
[403-335-3311 ext. 209](tel:403-335-3311) | 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 | T0M 0W0
www.mountainviewcounty.com

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From: Natalie Tremblay <NTremblay@islengineering.com>
Sent: Thursday, December 19, 2024 4:10 PM
Subject: Land Use Redesignation Application LUR-24-02 Referral for Comment

Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025**.

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

ISL Engineering and Land Services Ltd.

4015 7th Street SE

Calgary, AB T2G 2Y9

T: 780.438.9000 **C:** 403-561-9580

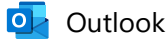
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RE: Land Use Redesignation Application LUR-24-02 Referral for Comment

From Zoran Nastov <Zoran.Nastov@rci.rogers.com>
Date Mon 12/30/2024 2:05 PM
To Natalie Tremblay <NTremblay@islengineering.com>
Cc Project Manager - Southern Alberta <ProjectManagerSouthernAlberta@rci.rogers.com>

You don't often get email from zoran.nastov@rci.rogers.com. [Learn why this is important](#)

Good afternoon,

Our documentation shows we have no objections to this land use re-designation. Please note we have conduit on the east side of the parcel along 10th Ave. Please ensure locates are called in the future prior to any construction done to ensure accuracy and depth of Rogers infrastructure. Thank you

Regards,

****Please note email has changed to zoran.nastov@rci.rogers.com and phone number is now 403-608-0930****

Zoran Nastov
SR. Planner, FibrePlus Deployment SAB
2400 32 Ave NE, Calgary, AB T2E 6T4
E: Zoran.Nastov@rci.rogers.com
C: 403-608-0930



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From: Natalie Tremblay <NTremblay@islengineering.com>
Sent: Thursday, December 19, 2024 5:10 PM
Subject: Land Use Redesignation Application LUR-24-02 Referral for Comment

Good Day,

On behalf of the Town of Carstairs, please see the attached circulation package for a Land Use Redesignation for your review.

Your comments and recommendations to this proposal will be accepted until noon on **January 16th, 2025.**

Planning Information:

The Town of Carstairs has received an application proposing to redesignate NE ¼ Sec. 8, Twn. 30, Range 1, W5M from the Medium Density Residential – Attached Dwelling District (R3) to the Low Density Residential District – Single Detached District (R1). The purpose of this Land Use Redesignation is to return the land to R1, as it has been vacant for many years, and a small single-family development would be more suitable for the surrounding areas.

If we do not receive 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, please feel free to contact me by email or phone.

In your reply, please quote the project number "LUR-24-02".

Thank you,

Natalie Tremblay (she/her) | *Community Planner*

ISL Engineering and Land Services Ltd.

4015 7th Street SE

Calgary, AB T2G 2Y9

T: 780.438.9000 C: 403-561-9580

NTremblay@islengineering.com islengineering.com



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Bylaw No. 2058

A BYLAW OF THE TOWN OF CARSTAIRS to amend Land Use Bylaw 2007.

WHEREAS, Council of the Town of Carstairs wishes to amend Land Use By-law No 2007 by providing a Land Use Re-designation to rezone 0.809 hectares (2 acres) of land located within the NE 08-30-01-W5M, civic address, 693 10th Ave South, as shown in Schedule A, from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District - Single Detached District (R1).

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

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

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

Schedule “A”

Map 1 of the Land Use District Map would be amended to include 693 10th Ave South, consisting of 0.809 hectares (2 acres) and shall be re-designated from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District - Single Detached District (R1).

As shown on the attached map identified as “Schedule A”.

READ A FIRST TIME THIS 13TH DAY OF JANUARY, A.D, 2025

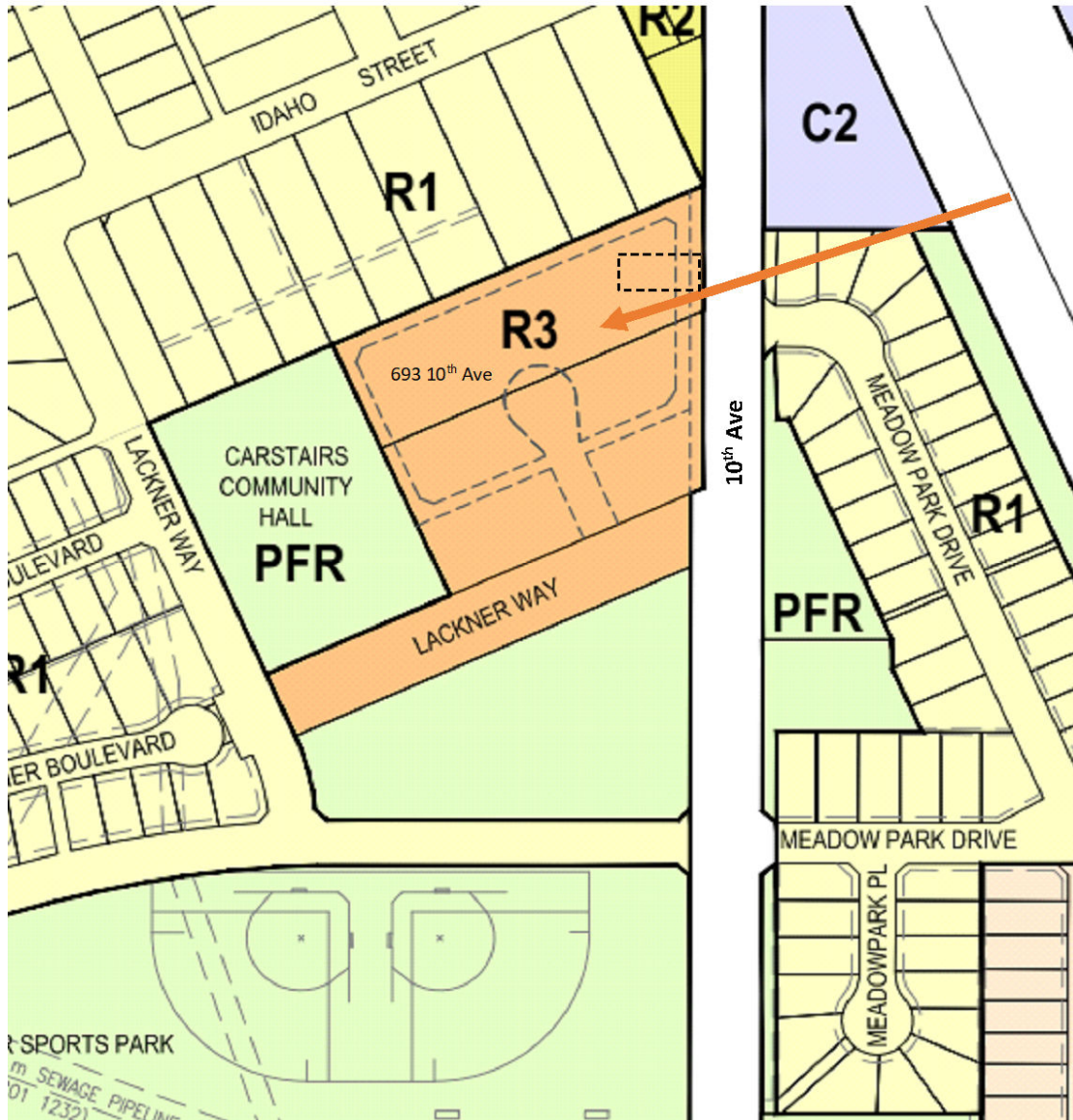
READ A SECOND TIME THIS 10TH DAY OF FEBRUARY, A.D., 2025

READ A THIRD AND FINAL TIME THIS 10TH DAY OF FEBRUARY, A.D., 2025

Lance Colby, Mayor

Rick Blair, CAO

Schedule "A"



Bylaw No. 2059

A BYLAW OF THE TOWN OF CARSTAIRS to amend Land Use Bylaw 2007.

WHEREAS, Council of the Town of Carstairs wishes to amend Land Use By-law No 2007 by providing a Land Use Re-designation to rezone 0.938 hectares (2.32 acres) of land located within the NE 08-30-01-W5M, civic address, 701 10th Ave South, as shown in Schedule A, from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District - Single Detached District (R1).

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

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

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

Schedule “A”

Map 1 of the Land Use District Map would be amended to include 701 10th Ave South, consisting of 0.938 hectares (2.32 acres) and shall be re-designated from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District - Single Detached District (R1).

As shown on the attached map identified as “Schedule A”.

READ A FIRST TIME THIS 13TH DAY OF JANUARY, A.D, 2025

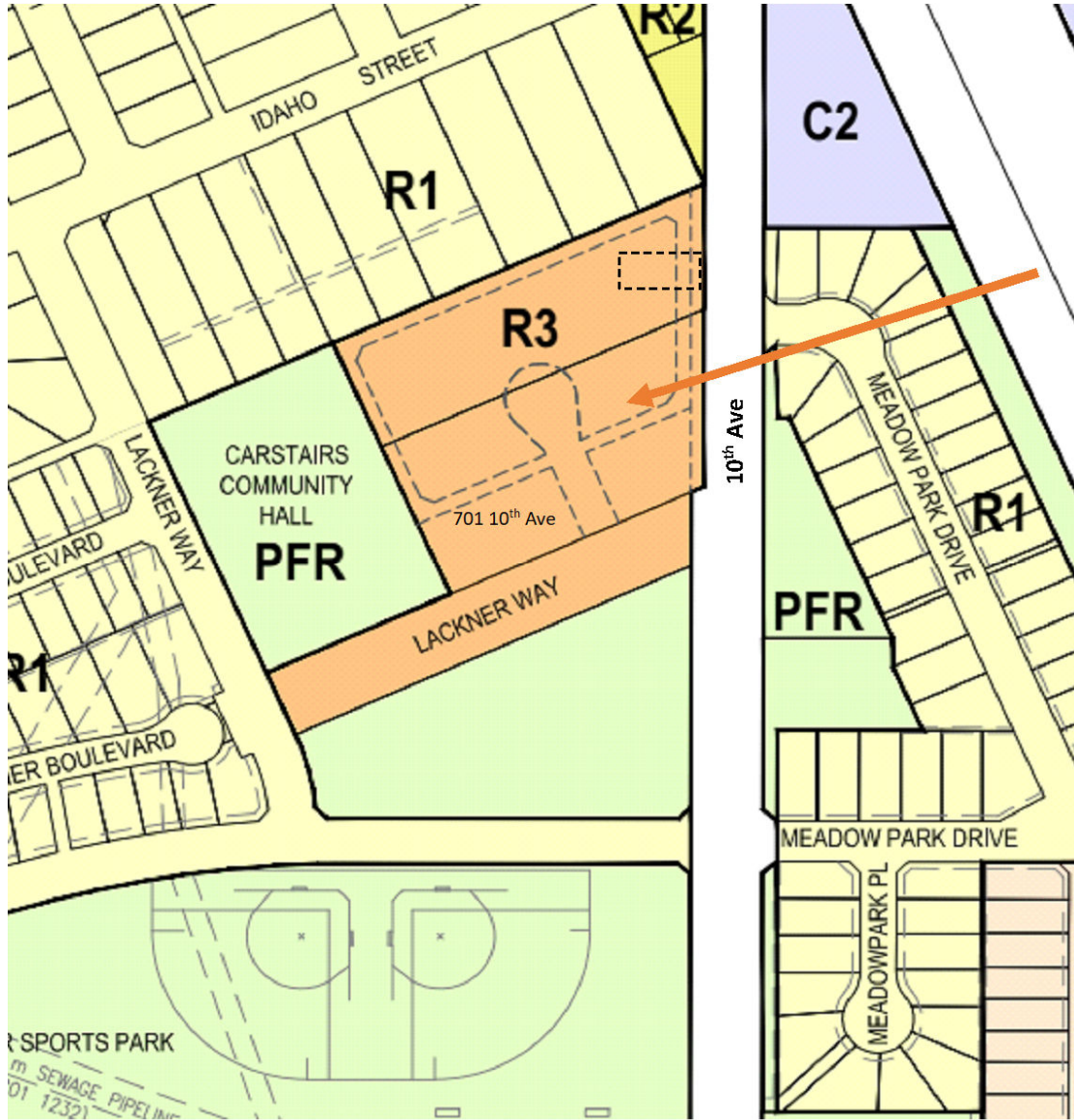
READ A SECOND TIME THIS 10TH DAY OF FEBRUARY, A.D., 2025

READ A THIRD AND FINAL TIME THIS 10TH DAY OF FEBRUARY, A.D., 2025

Lance Colby, Mayor

Rick Blair, CAO

Schedule "A"



Mountainview Science and Technology Society Letter to Judges
c/ Ruth Roedler
RR#1
Carstairs, Alberta
TOM ONO
February 8, 2025

Hello,

This year the MSTS Science fair will be held at Olds High School on Saturday, March 1, 2025. I am once again looking for judges.

This fair features students from schools in Chinook's Edge School division from Kindergarten to Grade 12. The students have already displayed their projects at their school and are coming here to further their experience. From here the top projects in grades 5 to 12 will advance to the Central Alberta Regional Science Fair to be held at Red deer Polytechnic on March 29 to compete with other students from Central Alberta. From there up to 6 students will be chosen to represent the area in Fredericton, NB in late May.

Each project in our fair will be judged 3 times. We ask that judges visit the projects that you have been assigned one at a time. Some projects take longer to judge, but we do ask that you spend at least 5 to 10 minutes at each one to encourage the students.

When you arrive at OHS, please use the east doors to enter. The people at the registration desk will direct you to the meeting room where we will have some refreshments for you. Please arrive by 8:15 am if possible as I will be going over the judging forms then. We have redone our forms this year so there may be new things to check on. Your forms and comment sheets will be there for you to pick up.

Judging will occur between 9:00 am and noon, depending on the number of entries that we have. We will supply a light lunch also.

If you are able to assist us, please visit our new website at www.mvsciencefair.ca and there is an online registration this year. Please fill it out and submit it.

Thank you in advance for offering to support our young Scientists!

Ruth Roedler (403-337-2483; 403-863-9344; roedlerr@gmail.com)



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR117411

February 4, 2025

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2025 Minister's Awards for Municipal and Public Library Excellence (MAMPLE). This program recognizes excellence in municipal government initiatives and provision of library services and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

For the 2025 program, we have introduced modest changes to align with current priorities and enhance the recognition of successful initiatives that can be shared across the province. The updated program now features four municipal and two library award categories. For each municipal category, one award will be given for municipalities with populations under 10,000, and one for municipalities with populations over 10,000. For each library category, two awards will be given to library boards serving populations under 10,000, and two for library boards serving populations over 10,000.

Submissions will be accepted in the following categories:

- ***Building Economic Strength (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - building the economic capacity and/or resiliency of the community; and/or
 - improving the attractiveness of the community to businesses, investors, and visitors.
- ***Enhancing Community Engagement or Livability (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - increasing accessibility of community services;
 - fostering inclusive and welcoming communities;
 - improving engagement opportunities for community members; and/or
 - strengthening wellness and safety responsiveness.
- ***Partnership (open to all municipalities)***
Awarded for an initiative that exemplifies:
 - enabling a local or regional partnership* that achieves results that could not have been accomplished by the municipality alone;
 - generating lasting relationships between partners; and/or
 - leveraging unique skill sets or resources of each partner.
 - *Partners may include municipalities, businesses, First Nations, non-profit organizations, community groups, and other orders of government.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Classification: Public

- 2 -

- **Red Tape Reduction or Service Delivery Enhancement (open to all municipalities)**
Awarded for an initiative that exemplifies:
 - improving upon or presenting a new approach to how a municipality can deliver a program or service;
 - streamlining processes and reducing administrative requirements, leading to more efficient service delivery;
 - saving time, money, and/or resources by implementing practices that enhance operational effectiveness;
 - reducing regulatory, policy, or procedural requirements to simplify access to municipal services for residents and businesses; and/or
 - promoting transparency and accountability in municipal operations, fostering trust within the community.

- **Public Library Services (open to all library boards, serving a population of under 10,000)**
Awarded for an initiative that exemplifies:
 - demonstrating responsiveness to community need(s); and
 - providing direct benefit to the public.

- **Public Library Services (open to all library boards, serving a population of over 10,000)**
Awarded for an initiative that exemplifies:
 - demonstrating responsiveness to community need(s); and
 - providing direct benefit to the public.

Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx or on the submission form. **The deadline for submissions is March 31, 2025.**

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

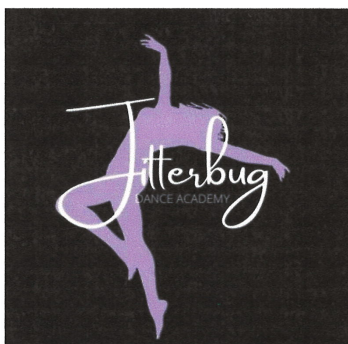
I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,



Ric Mclver
Minister

Classification: Public



Jitterbug Dance Academy

February 19th, 2025

Dear Carstairs Town Council,

I am writing on behalf of Jitterbug Dance Academy to request a donation of the hall rental for our annual **Family Dance Fundraiser on March 1st, 2025**. The funds from the fundraiser will go toward the dancers to keep fees as low as possible for their families.

Jitterbug Dance Academy is a non-profit organization running dance programs out of Carstairs, and would greatly appreciate any donation amount that you can make.

If you have any questions or need further information, please contact me at (403) 888-0558 or at jitterbugdanceacademy@gmail.com. On behalf of the dancers, parents, and teachers of Jitterbug Dance Academy, thank you for your consideration.

Sincerely,

Julie Bellamy