



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, JANUARY 23, 2023, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of January 23, 2023
Motion: To adopt the agenda of January 23, 2023

4. ADOPTION OF MINUTES

- 4 - 7 a) Adoption of minutes of January 9, 2023 (addendum 4.a)
Motion: To adopt the minutes of January 9, 2023



5. BYLAWS AND POLICIES

- 8 - 9 a) Bylaw No. 2036-Land Use Redesignation (addendum 5.a)



- 10 - 11 b) Policy No. 12-037-23 Employee Recognition Gifts & Awards-Amended (addendum 5.b)



- 12 - 14 c) Policy No. 11-005-23 Council Remuneration & Compensation (addendum 5.c)



6. NEW BUSINESS

- 15 - 53 a) Kitstone Conceptual Scheme (addendum 6.a)




- 54 b) RFD-Investments (addendum 6.b)



- 55 - 57 c) Development Permit Breakdown 2022 (addendum 6.c)



7. COMMITTEE REPORTS




- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) POLICY & GOVERNANCE COMMITTEE
 - i) Minutes of the meeting on January 19, 2023 (addendum 7.c.i)

- d) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- e) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- f) MOUNTAIN VIEW SENIORS HOUSING
- g) MUNICIPAL AREA PARTNERSHIP

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8. COUNCILOR REPORTS

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

9. CORRESPONDENCE

- a) Letter to Minister of Health-Town of Bon Accord (addendum 9.a)

- b) Letter of Request-HSS 2023 Grads (addendum 9.b)

- c) Letter of Request-AG Society (addendum 9.c)


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10. CAO'S REPORT

11. COUNCILOR CONCERNS

12. PUBLIC QUESTION PERIOD

13. MEDIA QUESTION PERIOD

14. 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).

15. ADJOURNMENT

MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, JANUARY 9, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts, and Wilcox, CAO Rick Blair, Director of Legislative & Corporate Services Shannon Allison, Director of Emergency Services Rob McKay, Fire Chief Jordan Shaffer, and Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Lance Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of Monday, January 9, 2023, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 001/23	Motion by Councilor Wilcox to adopt the Regular Council agenda of January 9, 2023, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 002/23	Motion by Councilor Ratz to adopt the Regular Council minutes of December 12, 2022, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	1. Mountain View Waste Commission Update Councilor Wilcox spoke to the changes with the Mountain View Regional Waste Commission in response to an article published in the newspaper the Albertan on January 3, 2023. Stating that the market for recyclables is no longer available therefore municipalities are being charged excess for recyclable to end up right back in the landfill. The Commission is still able to offer safe disposal of Hazardous materials such as paint and batteries. The municipalities were in agreeance to close all recycling collection sites reducing the fee from over \$14 a tonne to just over \$2 a tonne. Councilor Wilcox mentioned to move the focus from recycling to reducing and reusing. Another meeting is to come within the next month to make a final decision on the matter. Councilor Ball asked for clarification on the price reduction. Stating that it is a huge decrease. Motion 003/23 Motion by Councilor Fricke to accept Mountain View Regional Waste Commission update as information. CARRIED
BYLAWS & POLICIES:	1. Bylaw No. 804 Bylaw Enforcement Officer-Amended R. Blair spoke to the Bylaw and the changes suggested.
Motion 004/23	Motion by Councilor Ball to give first reading of Bylaw No. 804 Bylaw Enforcement Officer-Amended as presented. CARRIED
Motion 005/23	Motion by Councilor Wilcox to give second reading of Bylaw No. 804 Bylaw Enforcement Officer-Amended as presented. CARRIED
Motion 006/23	Motion by Councilor Ratz to move to third reading of Bylaw No. 804 Bylaw Enforcement Officer-Amended as presented. CARRIED UNANIMOUSLY
Motion 007/23	Motion by Councilor Roberts to give third and final reading of Bylaw No. 804 Bylaw Enforcement Officer-Amended as presented. CARRIED
Motion 008/23	2. Policy No. 26-017-23 Carstairs Use of Force Policy R. McKay spoke to the Policy and the changes suggested. Motion by Councilor Ratz to adopt Policy No. 26-017-23 Carstairs use of Force Policy as amended. CARRIED

3. Policy No. 26-020-23 Complaints against Peace Officers
R. McKay spoke to the New Policy.

Motion 009/23 Motion by Councilor Ball to adopt Policy No. 26-020-23 Complaints against Peace Officers Policy as presented. **CARRIED**

4. Policy No. 26-021-23 Emergency Response and Pursuit
R. McKay spoke to the New Policy.

Motion 010/23 Motion by Councilor Roberts to adopt Policy No. 26-021-23 Emergency Response and Pursuit Policy as presented. **CARRIED**

5. Policy No. 12-037-23 Employee Recognition Gifts & Awards
Councilor Fricke spoke to the New Policy that was reviewed at the Policy & governance Committee meeting.

Motion 011/23 Motion by Councilor Ratz to adopt Policy No. 12-037-23 Employee Recognition Gifts & Awards Policy as presented. **CARRIED**

NEW BUSINESS:

1. Bylaw Officer Appointment-Arlene Andrews

Motion 012/23 Motion by Councilor Wilcox to appoint Arlene Andrews as a Bylaw Officer for the Town of Carstairs. **CARRIED**

2. Standard Operating Procedures
J. Schaffer spoke to the Standard Operating Procedures in regards to ambulance wait times, taking liability off firefighters and placing it onto medical professionals.

Motion 013/23 Motion by Councilor Fricke to accept the Standard Operating Procedure as information. **CARRIED**

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee
- Councilor Ball gave a verbal report outlining the minutes of the meeting that occurred on December 20, 2022. Next meeting is on January 17, 2023.

2. Strategic Planning & Corporate Affairs Committee
- Next meeting is on January 23, 2023.

3. Policy & Governance Committee
- Councilor Fricke gave a verbal report outlining the minutes of the meeting that occurred on December 15, 2022. Next meeting is on January 19, 2023.

4. Mountain View Regional Waste Commission
- Next meeting end of January 2023.

5. Mountain View Regional Water Commission
- Next meeting on January 19, 2023.

6. Mountain View Seniors' Housing
- Councilor Ratz gave a verbal report on the meeting of January 5, 2023.
Next meeting February 2, 2023.

Motion 014/23 Motion by Councilor Ratz to accept all Committee Reports as information. **CARRIED**

COUNCILOR REPORTS:

Deputy Mayor Allan
- December 14, 2022 attended intermunicipal Council Meeting with Crossfield, Carstairs and Didsbury.
- December 15, 2022 attended ICC meeting.
- December 20, 2022 attended Legislative & Emergency Services Committee meeting.

Councilor Ball
- Attended the Throne speech in Edmonton.
- December 31, 2022 participated in New Year's Eve family skating event.

Regular Council Meeting – January 9, 2023

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Councilor Fricke

- December 14, 2022 attended intermunicipal Council Meeting with Crossfield, Carstairs and Didsbury.
- December 15, 2022 attended Policy & Governance Committee Meeting.

Councilor Ratz

- December 14, 2022 attended intermunicipal Council Meeting with Crossfield, Carstairs and Didsbury.
- December 20, 2022 attended Legislative & Emergency Services Committee meeting.
- January 5, 2023 attended MVSH committee meeting.

Councilor Roberts

- December 14, 2022 attended Christmas dinner with the Elks.
- December 15, 2022 attended Policy & Governance Committee Meeting.
- December 29, 2022 attended volunteer potluck for the Carstairs Nature Space Committee Volunteers.

Councilor Wilcox

- December 15, 2022 attended Policy & Governance Committee Meeting.
- December 31, 2022 attended and helped organize the New Year's Eve family skate.

Mayor Colby

- Absent

Motion 015/23

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

CARRIED

CORRESPONDENCE:

1. Kiwanis Music Festival

Motion 016/23

Motion by Councilor Ball to accept Kiwanis Music Festival request as information.

CARRIED

CAO'S REPORT:

- December 13, 2022 met with Mike Preston regarding future projects for Core AG.
- December 14, 2022 attended intermunicipal Council Meeting with Crossfield, Carstairs and Didsbury.
- December 15, 2022 attended Policy & Governance Committee Meeting.
- December 15, 2022 met with Church link
- December 15, 2022 attended a Benefits renewal meeting.
- December 15, 2022 attended ICC meeting.
- December 19, 2022 met with John Brown in regards to a development.
- December 20, 2022 attended Legislative & Emergency Services Committee meeting.
- December 20, 2022 performed final staff evaluations.
- December 21, 2022 met with semi-truck driver regarding parking.
- January 3, 2023 met with MNP to go over Auditor's Service Plan.
- January 5, 2023 met with developers of Scarlett ranch subdivision.
- January 9, 2023 met with Jeff Davidson regarding sale of land.
- January 9, 2023 met with Carstairs Chamber of Commerce.
- Hired Golf Course General Manager Dean McBride starting on February 15, 2023.
- Working on the Operating and Capital budget.
- Scheduling a meeting with MVC to go over Fire-sub agreement.

Motion 017/23

Motion by Councilor Wilcox to accept CAO's Report as information.

CARRIED

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD:

Don James

Commended the town on a job well done in regards to snow removal, he however stating that emergency services needs to do better enforcement for residential sidewalks.

Other personal concerns included the Red Deer River watershed,

Planning & Development and Mountain View Regional Waste Management as well as a complaint on the font size for Public Notices in the local newspaper.

Darrah Selanders

Stated that as a realtor she has had many questions on the new land use in Kitstone, she also mentioned that with the current Bylaw R3 and R1 permitted uses are discretionary and therefore causing many questions of what is and isn't aloud, she suggests a more black and white approach.

Motion 018/23

Motion by Councilor Roberts to accept all Public Question Period remarks as information.

CARRIED

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 019/23

Motion by Councilor Wilcox that Council closes the meeting to the public at 7:48 p.m. to discuss closed meeting session items.

CARRIED

Motion 020/23

Motion by Councilor Fricke to come out of the closed meeting session at 8:37 p.m.

CARRIED

Motion 021/23

Motion by Councilor Ratz to approve the Capital Budget as presented.

CARRIED

NEXT MEETING:

Monday, January 23, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 022/23

Motion by Councilor Wilcox to adjourn the meeting of January 9, 2023, at 8:38 p.m.

CARRIED

Dean Allan, Deputy Mayor

Rick Blair, CAO

BYLAW No. 2036

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 27.49 hectares (67.89 acres) of land from R1 (Low Density Residential), R1N (Narrow Parcel Residential District), R3 (Medium Density Residential), R4 (High Density Residential), PUL (Public Utility Lot), PFR (Public Facility and Recreation District) and C3 (Highway Commercial District) to R1S (Special Low Density Residential), R3 (Medium Density Residential), R4 (High Density Residential), C1 (Central Commercial District), PFR (Public Facility and Recreation District) and UR (Urban Reserve), located in Lot 2 & 3, Block 3, Plan 021 2608 & 031 1788 within the NE 1/4 9-30-01-W5M, located as listed below on schedule A;

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 Lot 2 & 3, Block 3, Plan 021 2608 & 031 1788 within the NE 1/4 9-30-01-W5M, consisting of 27.49 hectares (67.89 acres) and shall be re-designated from R1 (Low Density Residential), R1N (Narrow Parcel Residential District), R3 (Medium Density Residential), R4 (High Density Residential), PUL (Public Utility Lot), PFR (Public Facility and Recreation District) and C3 (Highway Commercial District) to R1S (Special Low Density Residential), R3 (Medium Density Residential), R4 (High Density Residential), C1 (Central Commercial District), PFR (Public Facility and Recreation District) and UR (Urban Reserve)
As shown on the attached map identified as “Schedule A”.

READ A FIRST TIME THIS 28th DAY OF NOVEMBER, A.D, 2022

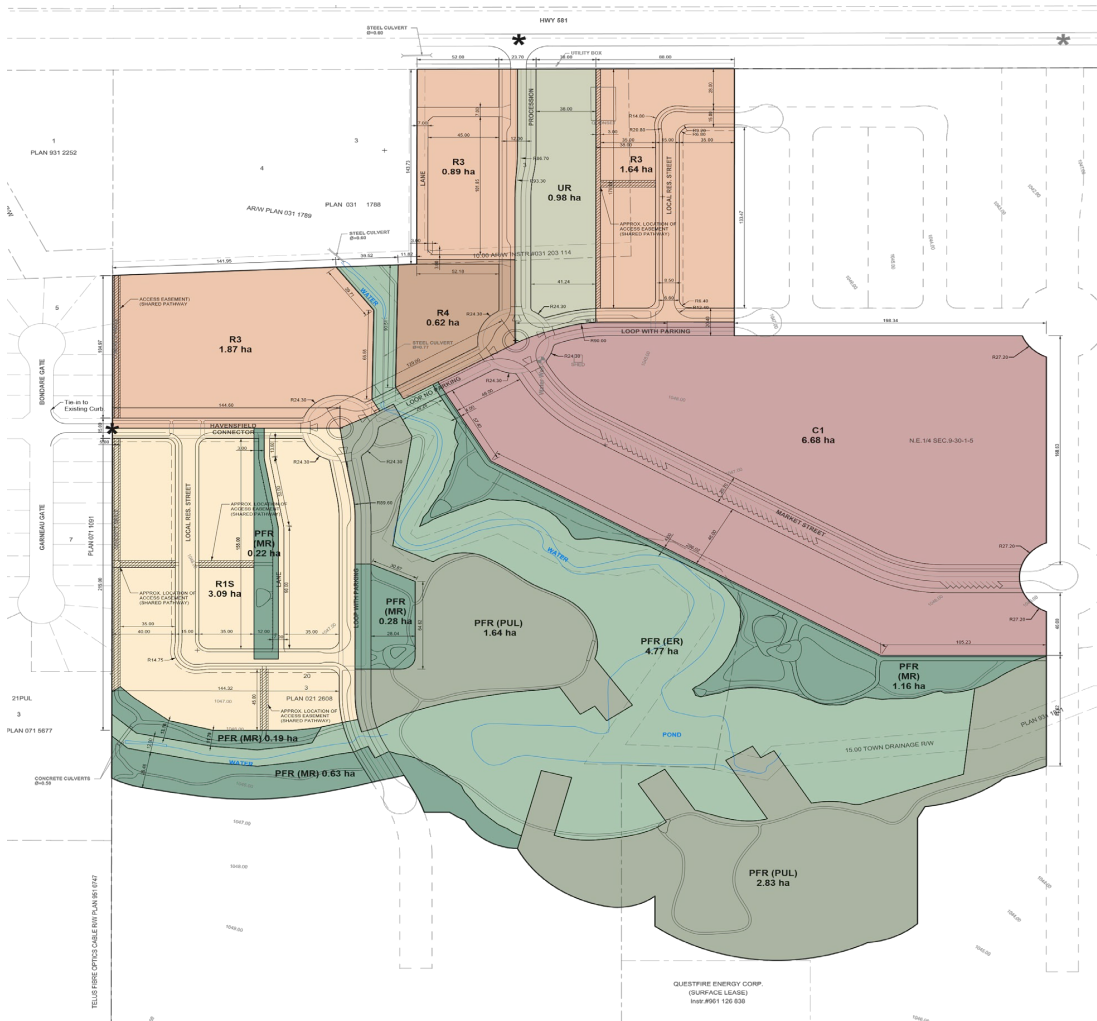
READ A SECOND TIME THIS 23RD DAY OF JANUARY, A.D., 2023

READ A THIRD AND FINAL TIME THIS 23RD DAY OF JANUARY, A.D., 2023









Lance Colby, MAYOR

Rick Blair, CAO

SCHEDULE A



LEGEND - LAND USE DESIGNATIONS

-  PFR (ER) - PUBLIC FACILITY AND RECREATION DISTRICT (ENVIRONMENTAL RESERVE)
-  PFR (MR) - PUBLIC FACILITY AND RECREATION DISTRICT (MUNICIPAL RESERVE)
-  PFR (PUL) - PUBLIC UTILITY LOT
-  UR - URBAN RESERVE DISTRICT
-  C1 - CENTRAL COMMERCIAL DISTRICT
-  R4 - HIGH DENSITY RESIDENTIAL DISTRICT - MULTI-DWELLING DISTRICT
-  R3 - MEDIUM DENSITY RESIDENTIAL - ATTACHED DWELLING DISTRICT
-  R1S - SPECIAL LOW DENSITY RESIDENTIAL DISTRICT



Town of Carstairs

Policy: Employee Recognition Gifts & Awards
Policy No. 12-037-23

Date: January 09, 2023

Adopted by: Council

Policy Statement:

The Town of Carstairs will provide guidelines for employees to handle gifts and awards.

Definitions:

Employee means the employee of the Town of Carstairs

Gift means a token, gift, favor, or service award presented

Value means the potential value of a gift

Responsibilities:

- a. Directors
 - i. To ensure employees, under their supervision, are aware of this policy.
 - ii. To ensure that employees complete the required forms respecting this Policy.

Guidelines:

- a. Gifts from the Town of Carstairs to an employee
 - i. An employee may receive a gift for the following circumstances:
 - Retirement Gifts
 - Service Awards
 - Sympathy Gifts
 - ii. Gifts that are not included in the above circumstances must be approved by the CAO or Director of Corporate & Legislative Services, and if a significant value is requested, the Mayors approval may be needed. Unless funds are collected from fellow employee's personal funds, in which case this policy need not apply.
 - iii. Gift Cards cannot be given as a Service awards
- b. Gift Amounts Greater Than \$500.00
 - i. The following guidelines are necessary to ensure that Town of Carstairs adheres to the guidelines for taxable and non-taxable benefits provided by the Canada Revenue Agency:
 - ii. If an employee, retiring or otherwise is given a gift or gifts that together are worth more than \$500.00, and the employee has not been given a long-service award in the previous five (5) years, the first \$500 will be a non-taxable benefit, and any amount that exceeds \$500.00 will be a taxable benefit.
 - iii. If an employee, retiring or otherwise is given a gift, and they have been given a long-service award in the preceding five (5) years, the entire amount of the retirement gift will be a taxable benefit, regardless of the total value of the retirement gift.



Town of Carstairs

Policy: Council Remuneration & Compensation
Policy No. 11-005-XX

Date: XXX XX, 20XX (Amends 11-005-18)
October 22, 2018(Amends 11-005-11)
December 6, 2011(Amends 1760-2004)

Adopted by: Council

Policy Statement:

The purpose of this policy is to provide fair and equitable compensation to members of Council as they carry out their responsibilities. This policy provides the guidelines for the provision of remuneration to elected officials.

Definitions:

Basic Rate means the monthly rate paid to Councilors for attendance at the following:

- Regularly scheduled Council Meetings, Special Council Meetings, and Committee of the Whole Meetings.
- Meetings with residents and Community groups (include open houses and public meetings).
- Informal meetings with the CAO and staff and Councilors (eg. Employee service awards, Christmas party and farewell lunches/dinners for staff and Councilors).
- Preparation for Council and Committee meetings.
- Work within the town with residents and business.

CAO means the Chief Administrative Officer.

Council – means the Council of the Town of Carstairs, in the Province of Alberta.

Councilors – means the individual Council members elected to Council.

Committee – means a committee, board or commission to which Council members are appointed.

Per Diem & Expense Claims means the daily rate paid to Councilors for attendance at the approved meetings as outlined in Schedule “A”

Responsibilities:

- a. CAO
 - i. To ensure Council is aware of this Policy.
 - ii. To ensure that Council completes the required forms respecting this Policy.

Guidelines:

- a. The Councilors, Mayor and Deputy Mayor will be paid a Basic Rate based upon data from the current Federal census.
 - i. The Mayor’s rate of remuneration shall be equal to \$.48 per capita.
 - ii. The Deputy Mayor’s will receive 87% of the remuneration paid to the Mayor.
 - iii. Councilors shall receive 77% of the remuneration paid to the Mayor.
- b. Expenses incurred by members of Council while conducting Town business shall be

reimbursed at rates as defined in the Rates & Fees Bylaw.

- i. The expense must have a direct benefit to the Town of Carstairs; and
 - ii. The expense must be free of bias and conflict of interest.
 - iii. Per Diems will be paid based on expense claims submitted by the Council members and approved by the CAO.
- c. Basic Rates shall be paid in twelve (12) equal payments. The Basic Rate payments may be made by direct deposit into a bank account identified by the member of Council. Councilor must provide Payroll with the appropriate banking information.

Accountability:

- a. Remuneration for all expenses claimed (with the exception of Basic Rate) must be reviewed by the CAO or CAO designate to ensure that expenses claimed are in accordance with this policy. Where remuneration or expenses requested are beyond those outlined in this policy or a conflict arises, the matter shall be referred to the Mayor for resolution.

End of Policy

/Carstairs XX/20XX

Signatures:

M__/2X Policy No. 11-005-XX adopted at Council on XXX XX, 20XX

Mayor, Lance Colby

CAO, Rick Blair

SCHEDULE “A”

Activity	Remuneration	Per Diem	Expense
Regular Council Meetings	X		
Budget planning	X		
Boards and Commissions as appointed by Council		X	
Meetings outside of Board and Committee Meetings or Commission for which no other per Diem is paid		X	
Council Workshops		X	
Conventions & Conferences		X	
Meetings with other municipalities		X	
Meetings with other government agencies and businesses		X	
Public Planning meetings not held as part of Regular Council Meeting i.e. Area Structure Plan, Land Use Bylaw etc.		X	
Training sessions		X	
Grand openings outside the Town, if formally invited to present a verbal or written presentation		X	
Meetings approved by Council		X	
Travel time			X
Meals while conducting business on behalf of the Town			X
Public Hearings	X		



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January 12, 2023
Our Reference: 27752

Town of Carstairs
PO Box 370
Carstairs, AB
T0M 0N0

Attention: Kirk Williscroft, Director of Planning & Development

Reference: Kitstone Commons Stage 1 Conceptual Scheme – Planning Review

1.0 Overview

A Conceptual Scheme is a non-statutory document that in the Town of Carstairs is intended to either provide information on future development in cases where no Area Structure Plan (ASP) has been prepared and the requirements for an ASP have been waived, or where there is further information required for lands within the plan area of an existing ASP (either as a result of proposed amendments to a development concept or where more detail is required by the Town).

The Town has received an application for a Policy Document Review and concurrent Land Use Re-designation for the Kitstone Commons Stage 1 Conceptual Scheme (CS). The subject site has an area of 27.49 hectares (67.89 acres) and is located in east Carstairs, within Lot 20 Block 3 Plan 0212608; Lot 3 Block 3 Plan 0311788; and NE-9-30-1-W5M. The plan area is bounded in the north by Highway 581, in the east and south by undeveloped land, and in the west by residential development.

The Stage 1 CS proposes a new vision for the lands within a portion of the 2009 Eastgate ASP that better reflects current market conditions and aligns with the goals and policies within the 2020 Town of Carstairs Municipal Development Plan (MDP) that envisions an Agrihood Development for these lands.

The Stage 1 CS facilitates this future agrihood development, as envisioned within the MDP, which includes low-, medium-, and high-density residential uses, public parks and trails, and a commercial market area.

The proposed Stage 1 CS describes its vision as striving to "develop a sustainable community that emphasizes the unique agricultural history of Carstairs, offering a variety of housing options and local amenities centred around local production and connection with food." The CS Development Concept is shown below in [Figure 1](#).

ISL Engineering and Land Services Ltd.

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2.0 Requirements of a Conceptual Scheme

Application Requirements		Comments
Completed Application Form		Complete
Application Fees		Complete
Current Copy of Certificate(s) of Title of affected Parcels	0212608; 3; 20	Complete
	0311788; 3; 3	Complete
	5; 1; 30; 9; NE	Complete
Current copies of any restrictive covenants, utility rights-of-way, easements or caveats registered on Certificate(s) of Title		Complete
Coloured photographs (min. 4) showing affected lands and adjacent area		Complete
Development Concept at a scale of 1:2000	North arrow	Provided
	Legal description of the plan area	Provided
	Plan area boundary	Provided
	Ownership boundaries	N/A
	Existing contours with a minimum contour interval of 1.5 meters	Provided
	Sloped lands greater than 15% (if applicable)	N/A
	Proposed land uses	Provided
	Proposed street names	N/A
	Proposed road system identifying road standards, any road closures, and any temporary and emergency access roads and turnarounds	Provided
	Preliminary layout of proposed and existing utility systems (water, sanitary, and storm), including high-pressure gas lines, pipelines, and overhead powerlines and associated setbacks	Provided
	Proposed reserve land, such as MR, ER, etc.	Provided
	Floodway or floodplain lines	Provided
	Existing vegetation, waterbodies, and any unique species or topographical features	Provided
	Offsite infrastructure required to service and access the plan area	Provided
	Any public facilities or school sites identified in the plan area (if applicable)	N/A
ASP/Conceptual Scheme Report	Statement of the Vision for the development	Provided in Section 1.1
	A description of the study area in its present state with reference to special or unique physical or environmental constraints or features and how they are to be addressed within the Development Concept	Provided
	Information on existing edge conditions that may influence the development (if applicable)	N/A
	The location of sour gas wells and facilities within 1.5 kilometres of the plan area (if applicable)	N/A
	An explanation of the Development Concept including rationale for proposed land uses, open spaces and any neighbourhood design guidelines (as applicable)	Provided in Sections 4.2, 4.3, and 4.7



	An explanation of the general location of major transportation routes servicing the area and impact on existing routes, including the general alignment of collectors and arterial roads	Provided in Sections 4.4, 4.5, and 4.6
	An explanation of site stormwater management, servicing and utilities requirements in support of the Development Concept	Provided in Sections 4.8 and 4.9
	An explanation on how the 10% municipal reserve dedication requirement will be met	Provided in Sections 4.2 and 4.8 The Conceptual Scheme Statistics table shows 5.63 ac (2.28 ha) of MR dedication, which is 10% of the Gross Developable Area. The MR makes up the lands surrounding the principal pond features and stormwater management system. This area will include trail systems and will be highly naturalized.
	Complete development statistics including areas, anticipated yields based on land use proposed, municipal reserve dedication, and population projections for residential areas (as applicable)	Provided in Section 4.2 in the Conceptual Scheme Statistics table.
	A phasing plan (map) that identifies the sequence of development (not required for a Conceptual Scheme)	Provided in Section 4.10
	Preliminary site concepts for open spaces, community amenities, commercial development and multi-family sites (as appropriate)	Provided in Section 4.7
Supporting Studies	Historical Resource Overview (HRO), and if required, a Historical Resource Impact Assessment (HRIA)	Not required
	Geotechnical Report (including Slope Stability Analysis if the slope is greater than 15%)	Provided (Slope Stability Analysis not required)
	Stormwater Management Plan	Provided
	Water/Wastewater Servicing Strategies	Provided
	Phase 1 Environmental Site Assessment (ESA)	Not required
	Market Study Analysis for commercial sites	Not required
	Traffic Impact Assessment (TIA)	Provided
	Groundwater impact analysis and soils study	Not required
	Preliminary Grading Plan	Not required
	Biophysical Assessment	Provided
	Sound Attenuation Study	Not required



3.0 Policy Compliance

3.1 Municipal Development Plan (2020)

The Kitstone Commons Stage 1 CS generally complies with the goals and policies of the MDP. The MDP designates the subject site as Agrihood, which is a form of comprehensively designed community that integrates agricultural production with residential, commercial, open space, institutional, and industrial uses.”

As outlined in MDP policy 10.3.2, any agrihood requires the submission of an ASP that creates a vision and specific policies to guide agrihood development. The Stage 1 CS has been prepared in support of the MDP, offering a strong guiding vision for Kitstone Commons which focuses on agrihood development, providing additional detail that is not present in the Eastgate ASP.

Specific MDP policies for agrihood development that are supported by the Stage 1 CS are outlined below.

Policy 10.3.4 states that unique and innovative housing types are encouraged in agrihood communities. Section 4.2 of the CS outlines that a variety of housing types will be included in Stage 1 of Kitstone Commons, including large single detached homes, duplex and triplexes, townhouses, and row housing.

Policy 10.3.6 states that the majority of commercial uses should be located in central nodes. This is outlined in the CS, with the commercial uses being concentrated in one central area.

Policy 10.3.7 highlights the need for active transportation modes to be prioritized in neighbourhood mobility corridors. This is supported by the transportation and open space concepts provided in the CS, which include cycling and pedestrian pathways throughout the plan area.

3.2 Eastgate Area Structure Plan (2009)

The Kitstone Commons Stage 1 CS is generally in alignment with the policies outlined in the Eastgate ASP and has been prepared within the policy framework of ASP:

Section 1.4.1 *Unless otherwise specified within the Plan, the boundaries or locations of any symbols or areas shown on a map are approximate only, not absolute, and shall be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries such as property lines or roads and utility rights-of-way.*

Section 1.4.2 *Where a policy requires compliance at the Conceptual Plan/Land Use Amendment stage, that requirement may be deferred to the Subdivision Approval or Development Permit Approval stage without requiring an amendment to the Plan.*

Where a policy requires submission of studies, analysis or information, the exact requirements and timing of the studies, analysis or information shall be determined at the Conceptual Plan/Land Use Amendment stage.

Section 10.1.1 *...Concurrent with a land use Redesignation application, a Conceptual Plan or Neighbourhood Plan will be required in order to resolve any design, transportation, and servicing matters that vary significantly from the conceptual subdivision plan in this ASP.*



Outlined below are the ASP policies that are supported by the CS:

- *Policy 6.1.2 (1) and (2)* speak to residential areas being made up a variety of housing types, including traditional and narrow lot single-detached homes, duplexes, semi-detached and single-detached homes with an accessory suite, high-end manufactured homes, multi-family and street-oriented townhousing. Additionally, the policies speak to the need for open space and walkability throughout residential areas. Section 4.2 of the CS outlines the housing types that will be included in Phase 1 of Kitstone Commons, including large single detached homes, duplex and triplexes, townhouses, and row housing. The Development Concept displays open space throughout the subject lands, with pathways and open space corridors throughout the residential area.
- *Policy 6.2.2.* speaks to the need for safe on-site vehicular movement, safe and convenient pedestrian movement, and linkages to the open space system in commercial areas. These considerations seem to be taken into account in the design of the Market Street in the commercial area of Kitstone Commons.
- *Policy 6.3.2. (2)* states that neighbourhood parks should be established throughout the ASP area to provide access to all residents and should be linked to commercial areas, industrial areas, and public facilities. This is achieved through the large amount of open space proposed in the CS. The CS highlights the importance of connectivity, accessibility, and usability of the proposed park areas. Road systems throughout the plan area provide trails for pedestrians and cyclists, creating linkages between various uses.
- *Policies 6.1.2. (5) and 6.2.2.* discuss the need for mitigation of visual and noise conflicts between residential and commercial uses, and between residential areas. The commercial site is separated from residential areas by a road, called 'The Loop' in the CS, and open space. 'The Loop' is described as providing transportation flexibility, with two driving lanes, a parking layby, and a separated multi-use path buffered by a boulevard. The road layouts in the CS display landscaping along each side of the road, creating a buffer space between residential and commercial areas to mitigate visual and noise conflicts.

Outlined below is the ASP policy that is not supported by the CS:

- *Policy 6.1.2 (3)* states that the residential density should be between 14.8 and 19.8 units per hectare. The CS proposes a density of 10.61 units per hectare. Higher densities in future development phases would be expected to bring the densities in the ASP area into alignment with this ASP policy.

Given the proposed Stage 1 CS is a revisioning of a portion of the lands within the Eastgate ASP, it stands that the 1 Conceptual Scheme itself ([see Figure 1](#)) is different from what was originally proposed.

Figure 2 compares the Eastgate ASP Land Use Concept to Kitstone Commons Site-Wide Land Use Concept, which outlines proposed subsequent development of the Kitstone Commons. This plan confirms that the future roadways and servicing for Kitstone Commons are in alignment with the proposed design of Stage 1 of Kitstone Commons. It is assumed that prior to each subsequent phase of development, a detailed Conceptual Scheme will be submitted to the Town for review.

Although the Kitstone Commons Stage 1 Concept varies from the ASP Concept, the Kitstone Concept provides a plan that is closer to the vision of the MDP. Importantly, the Eastgate ASP, which was prepared in 2009, is no longer in alignment with the intent of the vision of this area as an agrihood identified in the 2020 MDP.



ASP Policy 10.1.2(1)(b) states that Council may consider amendments to the plan to respond appropriately to changing circumstances. An ASP amendment could be undertaken to ensure that the applicable statutory plans are consistent with one another.

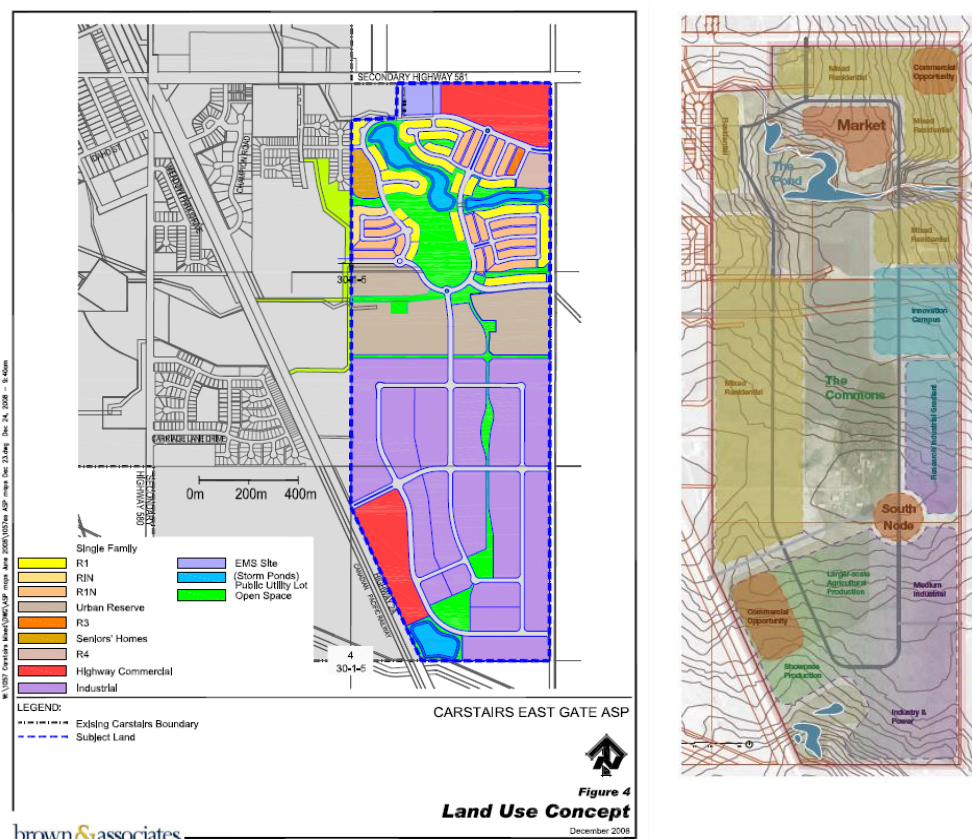


Figure 2: Eastgate ASP Land Use Concept (Image from ASP) compared to Kitstone Commons Site-Wide Land Use Concept (Image from CS)

3.3 Land Use Bylaw

The Stage 1 CS proposes the following Land Uses to support development:

- **R1S – Estates** – The Special Low Density Residential District (R1S) is intended to accommodate single detached residential dwellings on larger parcels at low densities. The use of this district in the Estates block creates a continuous symmetry with the adjacent Havenfields lots to the west.
- **R3 – Pocket Village & Gateway** – The Medium Density Residential – Attached Dwelling District (R3) is used for the Pocket Village and Gateway, enabling flexibility of duplex or triplex style developments while maintaining a lower density and built form of 3 storeys and 12 metres.



The R3 district allows for various built forms on the block, enabling a dynamic and vibrant entryway to Kitstone.

- R4 – Townhouses** – The Townhouse Site represents a unique corner parcel planned to accommodate higher density development, diversifying the housing stock in Kitstone Commons. The proposed land use district of High Density Residential – Multi - Dwelling District (R4) supports up to three storey developments with a maximum height of 12 metres and a maximum density of 99 units per net hectare.
Potential built forms within the district include townhouses, row housing and mixed-use development, creating appropriate flexibility to integrate appropriate higher density development into a rural context.
- PFR - Open Space** – The Open Space area is a combination of environmental features, stormwater infrastructure and open space.

The Public Facility and Recreation (PFR) land use district accommodates all the above uses and is divided into three subcategories. Environmental Reserve (ER) areas designate the preservation of natural space and also denotes areas to be subtracted from Gross Developable Area; Public Utility Lot (PUL) denotes the functional aspects of servicing and stormwater; Municipal Reserve (MR) designates areas for public recreation which are provided in accordance with the MGA.

- UR - Urban Reserve** – The Urban Reserve (UR) land use is proposed for a portion of the north Gateway. This land use allows for agricultural activities, allowing this to be both functional cropland and an entrance feature to the agrihood.
- C1 - Main Street** – The Commercial Main Street is the heart of Kitstone Commons, envisioned to support uses such as a brewery and multi-use space, potential spa/ wellness centre, restaurants and other unique amenities to attract visitors and support future residents.

The proposed land use district 'Central Commercial District' (C1) represents the most appropriate district which supports a range of intensive commercial office and/or retail uses as well as the potential for residential mixed use above grade.

The table below outlines the proposed uses within the Stage 1 CS as compared to the LUB and proposed uses in the Eastgate ASP:

Proposed Land Use	Current Land Uses within LUB No. 2007 Amended	Proposed Development in Eastgate ASP
C1 - Central Commercial	C3 - Highway Commercial	Highway Commercial
PFR - Public Facility and Recreation	PFR - Public Facility and Recreation	Public Utility Lot
R1S - Special Low Density Residential	PUL - Public Utility Lot	R1
R3 - Medium Density Residential - Attached Dwelling	R1 - Low Density Residential - Single Detached	R1N
R4 - High Density Residential - Attached Dwelling	R1N - Narrow Parcel Residential	R3
UR - Urban Reserve	R3 - Medium Density Residential - Attached Dwelling	R4
	R4 - High Density Residential - Attached Dwelling	Seniors' Homes
		EMS Site*



Note: The proposed EMS Site, identified in the Eastgate ASP in 2009, has since been provided with the development of the Fire Hall/Tri-Services site in 2022, located off of Mandalay Boulevard.

The proposed R1S areas in the CS do not meet minimum lot depths outlined in the LUB for this district. R1S Districts require a minimum parcel depth of 55 m, while the CS shows a parcel depth of 40 m. To address this, the LUB (*Section 2.3(6)(d)*) grants the Town's Municipal Planning Commission (MPC) the authority to approve variances of more than 10% or less than 90%. The variance needed for the proposed parcel depth of 40 m falls within the range granted by the LUB, meaning it may be approved by the MPC at their discretion.

Otherwise, the CS appears to provide appropriate lot sizes and configuration to conform to the proposed land use districts. No widths have been provided for individual parcels. This can be confirmed at the time of subdivision to ensure the proposed lot sizes are in alignment with the requirements of the LUB.

4.0 Servicing and Infrastructure

The Town's engineering consultant CIMA+ has reviewed and commented on the CS's transportation content, servicing content and its appendices as needed as part of the Conceptual Scheme review process.

5.0 Circulation

The Kitstone Commons Stage 1 CS, along with the corresponding Land Use Redesignation application, was circulated to relevant referral agencies. Referral comments were received from the following agencies:

5.1 Referral Agency Responses

- **TELUS Communications Inc.** indicated that they have no objections.
- **ATCO Gas Distribution** stated that they approve of this proposal, provided their outlined conditions are met.
- **Mountain View County** outlined the following comments in regard to the proposed LUR:
 1. There are two access point off RR 13 to this development.
 2. Operations has concerns about residential traffic using these roads to access the subdivisions.
 3. The intersection to the south at Twp 300, RR 13 and Hwy 580 would experience an increase in traffic. This intersection would require improvement.
 4. The County is concerned that the proposal will result in additional traffic on RR 13, especially from the south. While Stage 1 of Kitstone Commons will not have road connecting to RR 13, traffic will increase on RR 13 as the residential lots (128 lots) and commercial lots (114) develop. The anticipated traffic increase will likely be most impactful as a result of commuter traffic in the afternoon: northbound traffic on Highway 2A turning right onto Twp Rd 300 and north on RR 13 as a shortcut to avoid lower speed limits in Town, traffic lights and the school zone. The ASP and the TIA indicate that a new access "Access 1 or South access point" on Hwy 2A forms part of future phases/stages, but it is unclear when this access will be developed. The TIA projected in 2032 that zero AM Peak Hour and zero PM Peak Hour traffic will be generated by the development at the Hwy 2A/Twp 300 intersection and is likely unrealistic.
 - RR 13 serves three residences within the County and a residence south of Twp Rd 300 at the intersection with RR 13.



- The quarter sections east of RR 13 are located in the IDP: NE & SE 10-30-1-5 are within the IDP Fringe and NE 3 & SE 3 are within the IDP Referral Area. SE 4-30-1-5 is also located in the IDP Referral Area.
 - The intersection to the south at Twp 300, RR 13 and Hwy 580 would experience and increase in traffic. This intersection would require improvement and Alberta Transportation would need to be involved.
- 5. The County is open to discuss and reach an agreement with the Town on how to address traffic control and traffic impacts (dust, road maintenance or surface treatment) on RR 13 and Twp Rd 300 as a result of this development prior to approvals.
- **Canadian Pacific Railway** stated that they have no objections.
- **ATCO Transmission High Pressure Pipelines** stated that they have no objections.
- **Alberta Transportation** had 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.
 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 following is from reviewing the Kitstone Commons Stage 1 Conceptual Scheme Traffic Impact Assessment:
 - The department's TIA guidelines require a 20-year horizon scenario as well, which is missing from this report.
 - The analyses in the report are based on the 2019 pre-pandemic traffic volumes. Usually the 2019 traffic data is higher than the 2021 data but in this case the 2021 traffic volumes are significantly higher than the 2019 data.
 - The Kitstone TIA should also reflect the increase of traffic volumes on Highway 581 generated by the Mandalay Development and the Havenfields Subdivision and the development of the Havenfields highway commercial area at the intersection of Hwy 581 and Havenfields Drive.
 - Par. 2.1; page 2: Highway 581 (Gough Road) has a 70 km speed limit zone at the location of the new Kitstone access. Please include in the description.
 - Par. 6.2 Recommendations; page 30: Please provide the type of intersection for Access 1 and when the intersection treatment is required. Note: intersection analyses determined the type of intersection using the numbers of the 2032 Post Development AM and PM Peak Hour (see Figures 9 & 10). For the AM Peak Hour a Type II intersection is required and for the PM Peak Hour a Type III is required. This means that prior to 2032 a Type II intersection will be needed for Access 1 to accommodate the PM Peak Hour traffic.
 4. Transportation and Economic Corridors has no objections to the Land Use redesignation.

It is our understanding that the applicant is updating the TIA to reflect AT's comments and Town Administration is reaching out to the County to discuss ways to address traffic concerns.

5.2 Landowner Responses

- Five adjacent landowners responded stating that they have significant concerns and oppose the proposed Land Use Redesignation and Conceptual Scheme application, notably an increase in building height behind their residences.
- One adjacent landowner responded with concerns regarding the addition of high-density residential land uses, construction access, and the length of time that development may take.



- One adjacent landowner responded with concerns regarding their access to Highway 581.

With respect to adjacent landowner concerns with the increase in height from the originally proposed R1 development (which has a maximum height of 10m (32.8 ft)) to the currently proposed R3 “pocket village” development (which has a maximum height of 12m (39.4 ft)), the applicant has identified a shared pathway that would act as a buffer between existing and proposed development.

Responses are provided in full in [Appendix A – Circulation Responses](#).

6.0 Public Consultation

As required by the Municipal Government Act and in alignment with the Town’s *Planning Process Policies (2022)*, a public hearing is necessary for approval of the Land Use Redesignation. The public hearing must be advertised for two weeks in a local newspaper and circulated to adjacent landowners. At the public hearing, interested parties are provided an opportunity to voice their concerns – in favour or against – on the LUR application before Council. It is recommended that the public has an opportunity to voice any concerns on the proposed Stage 1 CS at this time, in addition to the proposed LUR.

7.0 Recommendation

We recommend that the Conceptual Scheme for Stage 1 of Kitstone Comments be approved based on the following rationale:

- The CS supports the MDP’s vision for the subject site as an agrihood development that provides a variety of housing options, active transportation routes, and commercial uses while emphasizing the agricultural history of the Town.
- The CS supports the majority of the policies outlined in the Eastgate ASP, and its development is in alignment with ASP policy.

8.0 Closure

We are happy to discuss any questions you may have with respect to the above.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian Conger', is written over a horizontal line.

Brian Conger, MPP, RPP, MCIP
Community Planning Manager



Appendix A

Circulation Responses

Bridget Piller

From: circulations <circulations@telus.com>
Sent: December 13, 2022 1:02 PM
To: Bridget Piller
Subject: RE: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Hello Bridget,

TELUS Communications Inc. has no objection to the above notification.

Thank you,
Samantha McKinnon
Real Estate Specialist
Network Engineering and Operations | TELUS | Rights of Way
2930 Centre Avenue NE, Calgary, AB T2A 4Y2



Date: December 14, 2022

Circulation Package: LUR-22-04 Kitstone Land Use Amendment

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:

Right-of-ways will be required for the gas mains within property, and should be 2.4 metres wide if provided for the sole use of ATCO, and 3.5 metres if shared with other shallow utilities. **CITY OF CALGARY ONLY:** [In some areas right of ways should be 2.4 metres if shared with other shallow utilities. In these areas if gas mains are required in the side yard, a right of way of 3.4m is required.] Please note, all costs associated with obtaining the right-of-way will be borne by the developer/owner.

The utility right-of-way requirements within the subdivision may change depending upon actual gas main layout, direction of development and boundary locations of the different construction phases. Final rights-of-way requirements must be satisfied at the time of gas main design.

All right-of-ways are to be registered as general utility rights-of-way granted to the Town of Carstairs and are to be registered simultaneously with the legal plan of the subdivision.

A gas main extension will be required to service the proposed development. Natural gas service may be obtained by making formal application with our office in Calgary at 403-245-7888

Before ATCO can process a work order for gas main installation in the area, we must be in receipt of the following:

1. Legal plan.
2. Utility right-of-way plan.
3. Complete set of approved engineering drawings, including profiles, coordinate plan, building grades (if applicable) and the location of all other utilities
4. Construction schedule.
5. A digital file of the computer base plan in the "DWG" or "DGN" format (Autocad 2010) in modelspace.

We require at least nine (9) months to complete the distribution system design, and to process a work order for our Construction Department to schedule. Prior to the installation of gas mains, the area must be within 150 mm (6") of final grade, all obstructions must be removed from the gas main alignment, and the installation of all other underground utilities must be completed.

The developer must ensure that driveways are not constructed prior to the installation of gas mains in the subdivision. If driveways are pre-installed, a sleeve must be provided at the proper depth and alignment for our use. Otherwise, the cost of coring under the driveway or cutting out and replacing the driveway will be invoiced to the developer at the prevailing rates. The locations of sleeves will be confirmed during the design of the gas mains.



For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website.

ATCO has planned work in the area. Contact "Brendon Garand" at your earliest convenience for more information. Ref: Project 1072665.

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.

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.

ATCO requires that a suitable alignment be provided within the boulevards of all arterial and major roads for the ATCO Gas Distribution feeder mains.

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 Alberta One-Call at 1-800-242-3447 or albertaonecall.com. Please contact Alberta One-Call Corporation prior to any surface construction.

- (1) Contact Alberta One Call (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>

If you have any **questions or concerns regarding this reply**, please contact our engineer
Jordan.Ham@atco.com

Sincerely,

ATCO

Maria Franssen

Administrative Coordinator

Distribution Engineering

Natural Gas

5th Floor, 909 – 11 Ave SW | Calgary, Ab.| T2R 1L8

Cell: 587-572-7847

email: maria.franssen@atco.com

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

Bridget Piller

From: Susan Smyth <ssmyth@mvcounty.com>
Sent: December 15, 2022 11:52 AM
To: Bridget Piller
Subject: RE: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

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

Good morning Bridget,

I have received the following comments from Ryan Morrison, Director of Operational Services & Director of Emergency Management for Mountain View County:

- There are two access point off of RR 13 to this development.
- Operations has concerns about residential traffic using these roads to access the subdivisions
- The intersection to the south at Twp 300, RR 13 and Hwy 580 would experience and increase in traffic. This intersection would require improvement

If there are any more comments from MVC, I will forward to you as I receive them.

Thank you,

Susan Smyth | Administrative Assistant
Planning & Development Services
403-335-3311 ext. 173 | ssmyth@mvcounty.com

Mountain View County Office: 403-335-3311 | Fax: 403-335-9207
1408 Twp Rd. 320 | Mountain View County, AB | T0M 0W0
www.mountainviewcounty.com

From: Bridget Piller <BPiller@islengineering.com>
Sent: December 8, 2022 10:45 AM
To: chr.landapplications@ahs.ca; PlanDev <plandev@mvcounty.com>; projectmanagersouthernalberta@sjrb.ca; cyrus_Njung@cpr.ca; landserv@fortisalberta.com; Hp.circulations@atco.com; circulationsgrowthandimprovement@atco.com; division.office@cesd73.ca; circulations@telus.com
Cc: Brian Conger <BConger@islengineering.com>; Kirk Willisroft <kirkw@carstairs.ca>
Subject: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Good Day,

Apologies if you have received this email twice. This is a resend of my previous email due the attachment for the Conceptual Scheme file being too large to send via email.

On behalf of the Town of Carstairs, please see the attached Land Use Redesignation for your review. The Conceptual Scheme can be downloaded through this link - <https://we.tl/t-catks8slG3> – which will be active for two weeks. If you need a copy after this time, or have trouble accessing the file, please let me know.

Your comments and recommendations to this proposal will be accepted until noon on **January 6, 2023**.

[Planning Background](#)

The Town of Carstairs has received an application for a Conceptual Scheme (CS) and concurrent Land Use Redesignation on lands within Lot 2 Block 3 Plan 0212608; Lot 3 Block 3 Plan 0311788; and NE-9-30-1-W5M. Lands within the subject site are currently zoned as Highway Commercial District (C3) Public Facility and Recreation District (PFR), Public Utility Lot (PUL), Low Density Residential – Single Detached District (R1), Narrow Parcel Residential District (R1N), Medium Density Residential – Attached Dwelling District (R3), and High Density Residential – Attached Dwelling District (R4). Application LUR-22-04 proposes redesignating the land uses to Central Commercial District (C1), Public Facility and Recreation District (PFR), Special Low Density Residential District (R1S), Medium Density Residential – Attached Dwelling District (R3), High Density Residential – Attached Dwelling District (R4), and Urban Reserve (UR).

This Conceptual Scheme and Land Use Amendment will facilitate a variety of uses within the Kitstone Commons agrihood development, including low-, medium-, and high-density residential uses, public parks and trails, and a commercial market area.

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. Supporting studies discussed in the Conceptual Scheme can be sent for review upon request.

In your reply, please quote the project number “LUR-22-04”.

Thank you,

Bridget Piller (she/her) | *Community Planner*
ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, AB T2G 2Y9
T: 403.254.0544 F: 403.254.9186
BPiller@islengineering.com islengineering.com

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Bridget Pillar

From: Cyrus Njung <Cyrus_Njung@cpr.ca>
Sent: December 21, 2022 11:04 AM
To: Bridget Pillar
Subject: RE: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Hi Bridget,
As this is over 500' away from CP's mainline, we have no concerns. Going forward, please use this email to forward these types of applications – Real_EstateCanada@cpr.ca
Thank you



Cyrus Njung
Techn Titles & Plans
Phone: 403-319-6456
7550 Ogden Dale Road S.E.
Calgary, AB T2C 4X9

From: Bridget Pillar <BPillar@islengineering.com>
Sent: Thursday, December 8, 2022 10:45 AM
To: chr.landapplications@ahs.ca; plandev@mvcounty.com; projectmanagersouthernalberta@sjrb.ca; Cyrus Njung <Cyrus_Njung@cpr.ca>; landserv@fortisalberta.com; Hp.circulations@atco.com; circulationsgrowthandimprovement@atco.com; division.office@cesd73.ca; circulations@telus.com
Cc: Brian Conger <BConger@islengineering.com>; Kirk Williscroft <kirkw@carstairs.ca>
Subject: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

This email did not originate from Canadian Pacific. Please exercise caution with any links or attachments.

Good Day,

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In your reply, please quote the project number “LUR-22-04”.

Thank you,

Bridget Piller (she/her) | *Community Planner*
ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, AB T2G 2Y9
T: 403.254.0544 F: 403.254.9186
BPiller@islengineering.com islengineering.com

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Bridget Piller

From: Roger <rogerstjean55@gmail.com>
Sent: December 24, 2022 4:33 PM
To: Bridget Piller
Cc: Andrea Wing
Subject: PROJECT application 22-04-(LUR-22-04)

Follow Up Flag: Follow up
Flag Status: Completed

You don't often get email from rogerstjean55@gmail.com. [Learn why this is important](#)

RE: Kitstone commons conceptual scheme and land use redesignation

Dear Sir / Madam

In response to your letter regarding the noted proposed development and land redesignation, as a community member of Carstairs, we do not support any changes to the west of Carstairs and taking agricultural land out of production for more housing sprawl that is not necessary

There appears to be sufficient lands within the Carstairs area designated for increased growth and this should be utilized; most of the community enjoy the serenity of Carstairs and the members of the Havenfields certainly will not support a major, non essential, change for the coming 10 years to turn the community into more housing

We strongly object to land use redesignation and any further development in the Havenfields area, that are not currently pegged for that purpose (we note the south of Havenfields has been vacant and available for development)

We will urge the town to reject this proposal as well as our neighbors

Please consider this our negative response to your letter dated December 8 2022

Sincerely

Roger St. Jean & Andrea Roscoe
Landowner, 9 Garneau Gate Carstairs AB T0M 0N0
587-216-7212/403-560-4804

Sent from [Mail](#) for Windows

Bridget Piller

From: Margaretha Bloem <mbloem@mvcounty.com>
Sent: December 28, 2022 9:02 AM
To: Bridget Piller
Subject: LUR-22-04 Application.pdf; Conceptual Scheme Application.pdf

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

Good morning Bridget,

Thank you for the circulation on the land use redesignation and conceptual scheme applications. Before providing a response on behalf Mountain View County, is it possible for you to provide me with the more information:

- Eastgate ASP is referenced in the Conceptual Scheme. Can you please provide a copy of the ASP as well as the status of the ASP (is it an approved bylaw?).
- Transportation Impact Assessment (TIA). Can you please provide a copy of the TIA. The County would like to better understand the traffic impact on RR 13 (gravel standard) north and south (not only of this phase, but of the entire Kitstone Commons). The south connection onto Highway 2A is via Twp Rd 300 (gravel).

Regards,
Margaretha

Margaretha Bloem | Director of Planning and Development Services
403-335-3311 ext. 166 | mbloem@mvcounty.com

Mountain View County Office: 403-335-3311 | Fax: 403-335-9207
1408 Twp Rd. 320 | Didsbury, AB | TOM OWO
www.mountainviewcounty.com

Bridget Piller

From: S Sch <883susan@gmail.com>
Sent: January 3, 2023 5:23 PM
To: Bridget Piller; kirkw@carstairs.ca; lancec@carstairs.ca; deana@carstairs.ca; sheldonb@carstairs.ca; angief@carstairs.ca; martyr@carstairs.ca; jerryr@carstairs.ca; shannonw@carstairs.ca
Subject: Kitstone Commons Conceptual Scheme and Land Use Redesignation LUR-22-04
Importance: High

You don't often get email from 883susan@gmail.com. [Learn why this is important](#)

To: Bridget Pillar, ISL Community Planner
 Kirk Williscroft, Director of Planning & Development
 Mayor Lance Colby, Deputy Mayor Dean Allan, Councilor Sheldon Ball, Councilor Angie Fricke, Councilor Marty Ratz, Councilor Jerry Roberts, Councilor Shannon Wilcox;

It was extremely disheartening to receive a letter from ISL Engineering the week before Christmas with a deadline of January 6th to respond to the Kitstone Commons conceptual design and land use redesignation. We love this town, want the best for it and its residents, and typically support the Town of Carstairs operations. However, we live in Havenfields and are significantly impacted by the proposed development for many reasons and absolutely wish to express our concerns and ask questions.

Firstly, we would like to express our disappointment in the timing of the issuance of these documents to residents affected by this development. This is the one time of the year when families should be spending time together in the celebration of Christmas, baking, relaxing, creating special memories, or taking a vacation while they have time off from work and school. Instead, those of us who happened to be around home for Christmas and check their mail regularly, are now madly researching, consoling family members and neighbors who are confused and worried, scrambling to write an email or letter to stand up for ourselves and our neighbors within the short response time allotted to us. This doesn't feel like great public interaction. We are not alone in the extreme frustration and anger over this.

When researching about this development we found multiple indications that this has been in the works for many years. However, we have not been notified until now nor told about Kitstone when we have asked the Town more than once what's happening there, and are concerned that our voice will go unheard due to the high commitment level the Town of Carstairs seems to have to this development. We urge the Town to gather all the concerns presented by all involved and make sensible decisions.

Development is a reality and we expected it at some point behind our home based on what we were told in 2009 from the Town of Carstairs when we bought our home in Bondar Gate. R1 is the current designation in the Town of Carstairs Planning Procedures Policies document dating back to April 2009, and the Eastgate ASP. Until the Kitstone proposal was in our hands on December 16th, we have understood for many years from the Town of Carstairs land use documents that R1 was the future plan directly behind us. Even our newest neighbors who bought their homes within the last two years had this understanding. We never have bought our home if we had been told there would be R3 directly behind us. It is very scary to think that developers can come and try to get changes granted of this magnitude. Please appreciate that we want to voice our extreme concern when the current proposal is requesting R3. We do not feel that R3 is compatible with the present R1 housing that is already here in Havenfields.

The proposal is requesting a land use redesignation to special low density residential district (R1S) behind Garneau Gate, with an explanation of "The use of this district in the Estates block creates a continuous symmetry with the adjacent Havenfields lots to the west." Please explain why Bondar Gate is not included in this when we are indicated on the

notice as adjacent landowners? Why should our homes be disregarded all of a sudden? We request that if this subdivision proceeds, that the Town of Carstairs not approve the R3 land redesignation, and instead require the development of R1S, or at least the R1 as it is currently designated, behind our homes to sustain “continuous symmetry”. There would be no symmetry with R3 behind any of our homes on Bondar Gate, please do not approve it.

This street has been established here for about 15 years so we don’t want to see them build R3 behind \$400,000+ walkout basement homes. They have a whole subdivision in which to put them where they won’t negatively impact the long established community of Havenfields. Build R3 and R4 where it won’t impede the privacy and enjoyment of our home, and those of our neighbors. No details other than a 1.87 ha R3 parcel is shown for directly behind our home and is stated in the document that it would be “3 storeys and 12 meters” high of various built forms. No streets, nor any indication of building type or location. At this point if you approve R3 behind our homes you will be allowing our privacy and enjoyment of our home to be significantly affected. Come see from our perspective and consider how you would feel if you were in our shoes. Build them where homes haven’t been built yet so people know ahead of time what they are guaranteed to have around them. Please do not give them a blank cheque to do whatever they wish behind Bondar Gate.

Our property value will be negatively affected by losing the amazing view we have, a huge selling point to this point in time. We knew it would happen one day, but to lose it to “3 storeys and 12 metres” high R3 buildings, which is about 40 feet tall, is absurd. There is a place for R3, but not behind our homes on Bondar Gate. We deserve the same respect that Garneau Gate is receiving. Do not forget the “symmetry” for our homes, which would be the least degrading to our home value.

The developer states on their own website that their “current development of Kitstone Commons” had “plans to break ground the summer of 2022”. And the Town has “agrihood” on the municipal development plan dated January 6, 2020, at the Kitstone location, which is the specific term used by the Kitstone developers. Obviously they have been working with the Town of Carstairs on this for a long time. We feel there should have been more communication with those affected if it was known a long time ago about this development. Not keeping us informed goes against the Town of Carstairs Public Participation Policy.

Build R3 where it won’t negatively impact the traffic flow on Dallaire Drive. Adding the extra traffic for R1 will increase traffic flow. However, with only two entries to the proposed subdivision, a substantial increase to Dallaire Drive traffic would definitely occur if R3 was behind our home, or even if R4 from the original plans was built behind Garneau Gate. There is a place for medium and high density living, but it is not where it will negatively affect the privacy, safety, and enjoyment of a long established neighborhood with narrow streets that are already full and difficult to maneuver.

For years we have watched a beautiful fox, who lives in that field, raise her pups, hunt, and wander. What will happen to her? Many species of birds visit our yard on a daily basis weather permitting, we’ve watched deer and even a badger roam the field; it’s simply amazing to watch them all from our home. How are they going to guarantee the safety of all the beautiful wildlife in the field? Are they considering them expendable? How will this development affect the natural water way? Will there be disruption and contamination? We would like to see the supporting studies about the effects on the wildlife, natural water draw and pond. However it is unreasonable for us to receive, review, and submit our concerns about them before the January 6th deadline.

The proposal talks of community agriculture, but is taking away pasture land for cattle, hay land, and a valuable habitat for wildlife. How can the .98 ha parcel of “functional cropland and entrance feature” be any benefit and support to agriculture? Is this a reasonable exchange?

Businesses come and go in Carstairs, trying to survive in this small town and challenging economy. We as a family do our best to support them, but many residents do not. Will the current pubs, stores and restaurants want more competition when they already struggle? For example, the florist is closing down in January, and the Dollar Store With More recently closed its doors. How can our community support another business sector when the current one is already struggling or closing? Have the current Carstairs businesses been contacted to address their concerns by adding more businesses

with which to compete? How is that supporting the current local businesses and economy for a sense of community? We have multiple commercial buildings that are empty (ie on 9th Avenue) plus more being built (ie across from Coop). We already have multiple bars, drug stores, restaurants, spas, cannabis stores, and thrift stores, how can we be expected to sustain more of them?

Noise and light pollution will be substantially increased in Havenfields from the subdivision development, but mostly from the proposed R3 directly behind our home. Also it states there will be 15-20 years ahead of development and additional land use amendments. Will this construction continue for 20 more years? Are we expected to endure the disruption to our lives for 20 years? Will it be yet another incomplete subdivision in town? Is the Town's plan for development feasible and reasonable?

The decisions you make impact people in ways you can't even imagine. Some of the most special moments in our home is when our adult daughter, who has special needs, sees the fox or deer in the field behind our home. Sarah has eyes like a hawk, and with great excitement points out to us any wildlife she sees. Another favorite activity of hers is to blow bubbles from the deck and watch them float away into the field. You won't be here to console her when she is upset and confused over what is happening when building commences. On Christmas Eve, one of our neighbors told us she has not been sleeping and has been emotional at work over this, and we shared how we have been struggling as well. Please don't disregard the emotional and mental effects the power of your decisions has on your current residents.

We grew up here, graduated from Hugh Sutherland School, took over our local multi generational family farm, raised our children here, bought a home in Carstairs as adults, and have been taxpayers for many years. We hope you will please support us for the dedicated Carstairs residents we are and do not turn your backs on us or our amazing neighbors.

Sincerely,

Doug & Susan Schmick
403-337-2858
4 Bondar Gate
Carstairs, AB



Bridget Piller

From: Circulations, HP <HP.Circulations@atco.com>
Sent: January 4, 2023 10:25 AM
To: Bridget Piller
Subject: 22-4700 Response - Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment
Attachments: LUR-22-04 Application.pdf; Conceptual Scheme Application.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.

Thank you,

Isabel Solis-Jarek

Sr. Administrative Coordinator | Operations Engineering
Natural Gas Transmission

P: 780 420 3896

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

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



From: Bridget Piller <BPiller@islengineering.com>
Sent: Thursday, December 8, 2022 10:12 AM
To: chr.landapplications@ahs.ca; plandev@mvcountry.com; projectmanagersouthernalberta@sjrb.ca; cyrus_Njung@cpr.ca; landserv@fortisalberta.com; Circulations, HP <HP.Circulations@atco.com>; CirculationsGrowthandImprovement <CirculationsGrowthandImprovement@atco.com>; division.office@cesd73.ca; circulations@telus.com
Cc: Brian Conger <BConger@islengineering.com>; Kirk Williscroft <kirkw@carstairs.ca>
Subject: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

****Caution – This email is from an external source. If you are concerned about this message, please report using Phish Alert Button in your Outlook for analysis.****

Good Day,

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

Your comments and recommendations to this proposal will be accepted until noon on **January 6, 2023**.

Planning Background

The Town of Carstairs has received an application for a Conceptual Scheme (CS) and concurrent Land Use Redesignation on lands within Lot 2 Block 3 Plan 0212608; Lot 3 Block 3 Plan 0311788; and NE-9-30-1-W5M. Lands within the subject site are currently zoned as Highway Commercial District (C3) Public Facility and Recreation District (PFR), Public Utility Lot (PUL), Low Density Residential – Single Detached District (R1), Narrow Parcel Residential District (R1N), Medium Density Residential – Attached Dwelling District (R3), and High Density Residential – Attached Dwelling District (R4). Application LUR-22-04 proposes redesignating the land uses to Central Commercial District (C1), Public Facility and Recreation District (PFR), Special Low Density Residential District (R1S), Medium Density Residential – Attached Dwelling District (R3), High Density Residential – Attached Dwelling District (R4), and Urban Reserve (UR).

This Conceptual Scheme and Land Use Amendment will facilitate a variety of uses within the Kitstone Commons agrihood development, including low-, medium-, and high-density residential uses, public parks and trails, and a commercial market area.

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. Supporting studies discussed in the Conceptual Scheme can be sent for review upon request.

In your reply, please quote the project number “LUR-22-04”.

Thank you,

Bridget Piller (she/her) | *Community Planner*
ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, AB T2G 2Y9
T: 403.254.0544 F: 403.254.9186
BPiller@islengineering.com islengineering.com

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Bridget Piller

From: Shannon Crowley Rourke <s.crowleyrourke@gmail.com>
Sent: January 4, 2023 1:31 PM
To: angief@carstairs.ca; Bridget Piller; deana@carstairs.ca; jerryr@carstairs.ca; kirkw@carstairs.ca; lancec@carstairs.ca; martyr@carstairs.ca; shannonw@carstairs.ca; sheldonb@carstairs.ca
Subject: Concerns regarding LUR-22-04

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

We have some serious concerns about the proposed rezoning, primarily the change from R1 to R3 and the introduction of C1.

We bought here less than two years ago; at that time we looked into the plan for the property adjacent to us and, based on the plans outlined on the town website, went ahead with the purchase. R1 zoning behind us would preserve the “small town feel” and leave space for nature and wildlife.

Having passed two summers here our focus has shifted with respect to development. This area is extremely biologically active and unique. This also makes it quite valuable and fragile. The area of concern borders a shallow seasonal waterway where frogs mate and reproduce. This is an important resource to other species and cannot be replaced by the steel drainage culvert in the proposed plan. Not only does the proposed plan destroy this important breeding habitat, it also places commercial development in environmentally close proximity to a pond. While the plan does provide for a treatment wetland the positioning of the wetland at the southern boundary of the plan, with the pond standing between it and the commercial and residential development areas, this provides no protection for the pond and recreational areas and little protection for groundwater, from contaminants carried by surface runoff.

We have been blessed to see a huge diversity of wildlife in the area proposed for R3 zoning. There are foxes, coyotes, owls, and killdeer to name just a few. Some of these animals, most notably a badger, are species of particular significance. Badgers are a species of concern in Canada, and some subspecies are even listed as endangered in some provinces. Their abandoned dwellings are often made use of by other protected species. Introducing higher density housing and commercial development would displace these remarkable animals.

The town of Carstairs markets itself as an authentic small town, but there is nothing “small town” about high density three story housing and decentralization of commercial development. Acting in opposition to the core values that the town claims to be built on negatively impacts the quality of life here and destroys the unique appeal that draws people to Carstairs in the first place.

We would like to see the master drainage plan, the biophysical assessment and the planned phasing for implementation of this plan.

Regards,
Kevin and Shannon Crowley Rourke

Land Use Bylaw amendment in proximity of a provincial highway

Page 42 of 62

for the future needs of the highway network in proximity to the proposed land use amendment(s).

Alberta Transportation 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 following is from reviewing the Kitstone Commons Stage 1 Conceptual Scheme Traffic Impact Assessment: a) The department's TIA guidelines require a 20-year horizon scenario as well, which is missing from this report. b) The analyses in the report are based on the 2019 pre-pandemic traffic volumes. Usually the 2019 traffic data is higher than the 2021 data but in this case the 2021 traffic volumes are significantly higher than the 2019 data. c) The Kitstone TIA should also reflect the increase of traffic volumes on Highway 581 generated by the Mandalay Development and the Havenfields Subdivision and the development of the Havenfields highway commercial area at the intersection of Hwy 581 and Havenfields Drive. d) Par. 2.1; page 2: Highway 581 (Gough Road) has a 70 km speed limit zone at the location of the new Kitstone access. Please include in the description. e) Par. 6.2 Recommendations; page 30: Please provide the type of intersection for Access 1 and when the intersection treatment is required. Note: intersection analyses determined the type of intersection using the numbers of the 2032 Post Development AM and PM Peak Hour (see Figures 9 & 10). For the AM Peak Hour a Type II intersection is required and for the PM Peak Hour a Type III is required. This means that prior to 2032 a Type II intersection will be needed for Access 1 to accommodate the PM Peak Hour traffic.

4. Transportation and Economic Corridors has no objections to the Land Use redesignation.

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



Issued by **Charlene Johnson**, , on **2023-01-05 14:51:57** on behalf of the Minister of Transportation pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*

Angela McKee
3 Bondar Gate
Carstairs, AB
Angela.m@albertaglass.com
403-437-0168

ISL Engineering and Land Services Ltd.
4015 – 7 Street SE
Calgary, AB T2G 2Y9
bpiller@islengineering.com

January 5, 2023

Attention Bridget Piller

Dear Bridget,

Land Use Redesignation Application 22-04 (LUR-22-04)

I moved to Carstairs in 2020 to get away from the city life; noise, violence and over-crowding. I searched months for the perfect place to call home and I found that at 3 Bondar Gate.

I grew up in a town much smaller than Carstairs, but this felt like coming home. I knew the commute would mean spending more time on the road as I continue to work in Calgary, but I felt it was worth it to get home to a peaceful neighborhood and tranquil view. I can sit in my kitchen or on the deck and watch deer, a fox, an owl, hawks, geese, ducks, blue heron and even the cows. I have seen the most beautiful sunrises, stormy skies and rainbows.

It was very disheartening to receive this notice of redesignating the beautiful nature space behind Bondar Gate. Redesignating to R3-Pocket village & Gateway and allowing duplex and triplex developments of 3 storeys, not only removes our view of nearby nature, it blocks all views, and we will now be staring into buildings and many tenants staring into our homes. I believe this will also decrease the value of our homes!

In the proposed redesignation, there is a lot of space designated to PFR-Open Space. Can some of that open space remain adjacent to Bondar Gate and Garneau Gate?

As someone employed in the city, I have to disagree with the comment of post-pandemic reality of workforces being mobile. I have a lot of business contacts and friends who have worked remotely during the pandemic, and a lot would love to continue, however, the reality is now that employees are wanted and needed back in the office where they can be more productive and have social interaction with their teams.

I hope you can reconsider the land use behind our homes. As much as I have come to love this small town and neighbors, I fear this will affect my living arrangements for the future.

Sincerely,

Angela McKee

Cc: kirkw@carstairs.ca

Bridget Piller

From: Tommy Yuen <Tommy.Yuen@sjrb.ca>
Sent: January 6, 2023 3:06 PM
To: Bridget Piller
Cc: Brandi Penney; Lauren Stewart
Subject: RE: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

You don't often get email from tommy.yuen@sjrb.ca. [Learn why this is important](#)

Hi Bridget,

Shaw has no objection to the land use redesignation proposal.

Thanks,

Tommy Yuen Sr Planner, FibrePlus Deployment, Rural Alberta

Shaw Communications Inc. 10450 178 St. NW Edmonton, AB

T: 780.490.3563

E: Tommy.Yuen@sjrb.ca



This message is confidential and may contain privileged information. We ask that you not use or disclose this message other than with our consent. If you are not an intended recipient, please immediately notify us and delete this message. Thank-you.

From: Project Manager - Southern Alberta <ProjectManagerSouthernAlberta@sjrb.ca>
Sent: Monday, December 12, 2022 11:27 AM
To: Brandi Penney <Brandi.Penney@sjrb.ca>; Lauren Stewart <Lauren.Stewart@sjrb.ca>; Tommy Yuen <Tommy.Yuen@sjrb.ca>
Subject: Fw: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Thank you,

Shaw Calgary Planning, FibrePlus Deployment, TOPS

Shaw Communications Inc.

2400 32 Ave NE, Calgary A.B.

E: ProjectManagerSouthernAlberta@sjrb.ca



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If you are not an intended recipient, please immediately notify us and delete this message. Thank-you.

From: Bridget Piller <BPiller@islengineering.com>

Sent: December 8, 2022 10:45 AM

To: chr.landapplications@ahs.ca; chr.landapplications@ahs.ca; plandev@mvcountry.com <plandev@mvcountry.com>;

Project Manager - Southern Alberta <projectmanagersouthernalberta@sjrb.ca>; cyrus.Njung@cpr.ca

<cyrus.Njung@cpr.ca>; landserv@fortisalberta.com <landserv@fortisalberta.com>; Hp.circulations@atco.com

<Hp.circulations@atco.com>; circulationsgrowthandimprovement@atco.com

<circulationsgrowthandimprovement@atco.com>; division.office@cesd73.ca <division.office@cesd73.ca>;

circulations@telus.com <circulations@telus.com>

Cc: Brian Conger <BConger@islengineering.com>; Kirk Williscroft <kirkw@carstairs.ca>

Subject: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

ATTENTION: This email originated outside of Shaw. 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,

Apologies if you have received this email twice. This is a resend of my previous email due the attachment for the Conceptual Scheme file being too large to send via email.

On behalf of the Town of Carstairs, please see the attached Land Use Redesignation for your review. The Conceptual Scheme can be downloaded through this link - <https://we.tl/t-catks8slG3> – which will be active for two weeks. If you need a copy after this time, or have trouble accessing the file, please let me know.

Your comments and recommendations to this proposal will be accepted until noon on **January 6, 2023**.

Planning Background

The Town of Carstairs has received an application for a Conceptual Scheme (CS) and concurrent Land Use Redesignation on lands within Lot 2 Block 3 Plan 0212608; Lot 3 Block 3 Plan 0311788; and NE-9-30-1-W5M. Lands within the subject site are currently zoned as Highway Commercial District (C3) Public Facility and Recreation District (PFR), Public Utility Lot (PUL), Low Density Residential – Single Detached District (R1), Narrow Parcel Residential District (R1N), Medium Density Residential – Attached Dwelling District (R3), and High Density Residential – Attached Dwelling District (R4). Application LUR-22-04 proposes redesignating the land uses to Central Commercial District (C1), Public Facility and Recreation District (PFR), Special Low Density Residential District (R1S), Medium Density Residential – Attached Dwelling District (R3), High Density Residential – Attached Dwelling District (R4), and Urban Reserve (UR).

This Conceptual Scheme and Land Use Amendment will facilitate a variety of uses within the Kitstone Commons agrihood development, including low-, medium-, and high-density residential uses, public parks and trails, and a commercial market area.

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. Supporting studies discussed in the Conceptual Scheme can be sent for review upon request.

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

Thank you,

Bridget Piller (she/her) | *Community Planner*
ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, AB T2G 2Y9
T: 403.254.0544 F: 403.254.9186
BPiller@islengineering.com islengineering.com

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Mike and Jennifer Reber
2 Bondar Gate
Carstairs, AB T0M0N0

ISL Engineering and Land Services Ltd.
4015 – 7 Street SE
Calgary, AB T2G2Y9

Dear Bridget Piller,

Re: Kitstone Commons Conceptual Scheme and Land Use Redesignation Application 22-04 (LUR-22-04)

We are writing on behalf of the letter we had received from you in regards to the Kitstone Commons Conceptual Scheme and Land Use Redesignation. We have many concerns about this development. We also found the timing of the letter and the deadline quite insulting to our home, and the effected neighbors. To receive our letter days before Christmas was less than ideal with everyone's reduced office hours including the town office of Carstairs. We had to spend a good portion of our family holiday time doing our own research, discussing this with our equally concerned neighbors hoping to chase answers to questions we had. We did not want to provide a response just based on emotions. How this was handled with no corresponding information from our own town representatives definitely did not encompass how we saw the community would balance preservation of those who currently reside here and the invitation of future growth. Preservation of relationships is built with strong communication and can be seen as the desirable backbone and appeal of small-town living. We can see the vision of the "big dream" appeal of the Kitstone Commons but it looks largely unrealistic and as if a mini town is being built beside our existing town. A lifestyle is being sold for what we can see. The irony is that some of the visions of larger buildings is not what one would naturally picture when wanting to live in small country towns. The full picture would not be conducive to our current needs and unfinished projects in our pre-existing residency. Growth is great but timing is essential.

We have lived in The Havenfields, Carstairs AB for 15 years. There is no surprise that development of the land behind our homes eventually commence despite how much that saddens us. We value the time we have had with the open space and can welcome projects that make sense. However, I think the new information of R3 adjacent to Bondar Gate was beyond a shocking surprise we would have never imagined, and we strongly object. The package we had received used verbiage outlining the vision of symmetry. R1 and R1S development would be recognizable symmetry, not R3. My understanding is R3 by definition can be a wide rage of dwellings. And perhaps we are wrong, but we fear that it is standard practice that if R3 is to be approved it is then the builder who purchases the land that can decide what that actually looks like. So, are we essentially approving something we don't know the exact outcome of? A small single-story condo/townhouse is greatly different than a three-story dwelling. R3 dwellings have their purpose and importance but that is different than family homes and lifestyles. Going from undeveloped beautiful land that is currently our water shed to potential 40-foot buildings facing the backs of our homes is significantly drastic. The green space slotted, that we hope includes numerous amounts of trees does not look like enough for the much-needed privacy of a towering building. We are not sure why continuity is being so greatly ignored.

Another concern of ours is if it were to be an apartment or any dwelling offering affordable housing if not luxury mini condos. Living small town rural is not affordable, between the needed commute for most of our goods, employment, and our high taxes. Growth can be fantastic, but right now in our current climate it feels this does not align well. Do we need medium density units to fill with more people as we have several other communities partially build at this particular time? We have no industry here and very limited jobs. We could not keep up with the growth in terms of employment since we have lived here. People are more likely to spend their money in the towns and cities where they work. More people and still less ways for them to keep their money in the town. Not to mention the original phases of Havenfields have not been completed and were in the plans the day my family had moved here in 2008. Beyond the greenspace we could see how eventually R3 units could be phased into the development. It has been quite hard to digest when we were always led to believe it was only R1 behind us and a past idea of a water tower. Depending what the R3 units are, they can negatively impact our property value. We have had some local realtors who have serviced Carstairs for years confirm this could in fact be the case. Especially having R3 and then next to that to the south having the undeniable contrast of new estate homes/R1S. How could this not hurt those of us who were not fortunate enough to have the continuous symmetry placed behind our fences. Where is the continuity and consideration for the acreages to the North? Or is the proposal of tall builds a loud message to those who reside in the homes on the acreages that are still privately owned?

Obviously increased traffic is another concerning factor. We realize quite a way behind these new dwellings there will eventually be access from the highway east of the project as per the plans. However, once the units and homes are filled it would be hard to envision those out and about in our center town, doing school drop-offs, errands, etc. would drive passed the Havenfields access to take the longer route into their neighborhood. Parking and fast traffic in our residential streets have always been a challenge in this community. Increasing the population and bottlenecking access into this new development does not seem ideal nor practical. Especially for the vast size of the build if it were to become a completed plan. And we can only imagine the Havenfields access is the only access for quite some time with years of construction.

And despite one Carstairs public document that we could find showing mention of this was made in 2020, there has been no open house hosted to my knowledge. We would have used that opportunity to use our voices as we are now. Only as of Tuesday January 3rd 2023, have we been invited to our towns public hearing. Yet we have been made to believe that the first reading of this Redesignation has already passed. So, we truly hope having your deadline of today's date to voice any objections is taken seriously and not just an exercise adding insult to the wound of how the Havenfields residents could be affected and what seems to have been a purposeful small window to respond by all parties.

Regards,

Jennifer and Mike Reber

Bridget Piller

From: PlanDev <plandev@mvcountry.com>
Sent: January 9, 2023 8:11 AM
To: Bridget Piller
Subject: RE: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Good morning Bridget,

Thank you for circulating both the Conceptual Scheme and the Land Use Redesignation application.
 The following comments from the County:

The County is concerned that the proposal will result in additional traffic on RR 13, especially from the south. While Stage 1 of Kitstone Commons will not have road connecting to RR 13, traffic will increase on RR 13 as the residential lots (128 lots) and commercial lots (114) develop. The anticipated traffic increase will likely be most impactful as a result of commuter traffic in the afternoon: northbound traffic on Highway 2A turning right onto Twp Rd 300 and north on RR 13 as a shortcut to avoid lower speed limits in Town, traffic lights and the school zone. The ASP and the TIA indicate that a new access "Access 1 or South access point" on Hwy 2A forms part of future phases/stages, but it is unclear when this access will be developed. The TIA projected in 2032 that zero AM Peak Hour and zero PM Peak Hour traffic will be generated by the development at the Hwy 2A/Twp 300 intersection and is likely unrealistic.

- RR 13 serves three residences within the County and a residence south of Twp Rd 300 at the intersection with RR 13.
- The quarter sections east of RR 13 are located in the IDP: NE & SE 10-30-1-5 are within the IDP Fringe and NE 3 & SE 3 are within the IDP Referral Area. SE 4-30-1-5 is also located in the IDP Referral Area.
- The intersection to the south at Twp 300, RR 13 and Hwy 580 would experience and increase in traffic. This intersection would require improvement and Alberta Transportation would need to be involved.

The County is open to discuss and reach an agreement with the Town on how to address traffic control and traffic impacts (dust, road maintenance or surface treatment) on RR 13 and Twp Rd 300 as a result of this development prior to approvals.

Regards,
 Margaretha

Margaretha Bloem | Director of Planning and Development Services
 403-335-3311 ext. 166 | mbloem@mvcountry.com

Mountain View County Office: 403-335-3311 | Fax: 403-335-9207
 1408 Twp Rd. 320 | Didsbury, AB | TOM OWO
www.mountainviewcounty.com

From: Bridget Piller <BPiller@islengineering.com>
Sent: December 8, 2022 10:12 AM
To: chr.landapplications@ahs.ca; PlanDev <plandev@mvcountry.com>; projectmanagersouthernalberta@sjrb.ca; cyrus_Njung@cpr.ca; landserv@fortisalberta.com; Hp.circulations@atco.com; circulationsgrowthandimprovement@atco.com; division.office@cesd73.ca; circulations@telus.com
Cc: Brian Conger <BConger@islengineering.com>; Kirk Williscroft <kirkw@carstairs.ca>
Subject: Carstairs Conceptual Scheme and Land Use Redesignation Application LUR-22-04 - Referral for Comment

Good Day,

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

Your comments and recommendations to this proposal will be accepted until noon on **January 6, 2023**.

Planning Background

The Town of Carstairs has received an application for a Conceptual Scheme (CS) and concurrent Land Use Redesignation on lands within Lot 2 Block 3 Plan 0212608; Lot 3 Block 3 Plan 0311788; and NE-9-30-1-W5M. Lands within the subject site are currently zoned as Highway Commercial District (C3) Public Facility and Recreation District (PFR), Public Utility Lot (PUL), Low Density Residential – Single Detached District (R1), Narrow Parcel Residential District (R1N), Medium Density Residential – Attached Dwelling District (R3), and High Density Residential – Attached Dwelling District (R4). Application LUR-22-04 proposes redesignating the land uses to Central Commercial District (C1), Public Facility and Recreation District (PFR), Special Low Density Residential District (R1S), Medium Density Residential – Attached Dwelling District (R3), High Density Residential – Attached Dwelling District (R4), and Urban Reserve (UR).

This Conceptual Scheme and Land Use Amendment will facilitate a variety of uses within the Kitstone Commons agrihood development, including low-, medium-, and high-density residential uses, public parks and trails, and a commercial market area.

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. Supporting studies discussed in the Conceptual Scheme can be sent for review upon request.

In your reply, please quote the project number “LUR-22-04”.

Thank you,

Bridget Piller (she/her) | *Community Planner*
ISL Engineering and Land Services Ltd.
4015 - 7 Street SE
Calgary, AB T2G 2Y9
T: 403.254.0544 F: 403.254.9186
BPiller@islengineering.com islengineering.com

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Bridget Piller

From: Dan Young <danyoung@telus.net>
Sent: January 6, 2023 4:09 PM
To: kirkw@carstairs.ca; Bridget Piller
Subject: Kit Stone Phase 1

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from danyoung@telus.net. [Learn why this is important](#)

Good Day,

We received a package in the mail regarding Kitstone and have a few concerns.

How will the construction access be handled off highway or through havenfield?

How many years will this take? were not even complete on the south havenfeild phase which has been 8 years +.

The high density residential is also a concern. Carstairs has what I would consider high cost of living, it really isn't cheap here. Large family homes make up our community. As well as the view of such high structures could bring.

Most concerning is houses backing directly off existing houses blocking any access, would suggest green space perhaps a walkway joining the two communities as there is no park or Dog walking access.

Thank you for your time.

Dan Young
11 Garneau Gate
Carstairs. AB
T0M0N0

tribbleoilfield@gmail.com

From: Graham Tribble <tribbleoilfield@gmail.com>
Sent: December 19, 2022 2:23 PM
To: bpillar@islengineering.com
Subject: Kitstone Commons Conceptual Scheme and Land Use Redesignation

December 19, 2022

Dear Ms. Piller,

As per our conversation earlier today, we, as owners of Lot 4, Block 3, have some concerns regarding the Kitstone Commons Conceptual Scheme and Land Use Redesignation.

We are concerned about possible change to or elimination of our existing access to highway 581 and the internal roadway between the existing parcels. The access and internal roadway are currently shared jointly with owners of Lot 3, Block 3. The boundary line between the parcels runs down the middle of the access and internal roadway. The access and roadway were installed as per order from the Alberta Municipal Government Board in February of 2003.

We are also concerned about being possibly 'landlocked' by development to the south and east, the acreage to the west and highway 581. If available, we would like any information or plans regarding utility connection points for our parcel. Is there an intention to include tie-in points for power, water, and sewer to our parcel?

We welcome the development of the adjacent property to our parcel and kindly ask you to address our practical concerns in the planning stage rather than dealing with them after completion of the proposed development.

Sincerely,
Graham & Kimberley Tribble



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

REQUEST FOR DECISION

Meeting Date:	January 23, 2023
Title:	Investments
Agenda:	Council

Application & Issue History:

On behalf of the Town of Carstairs, invest monies with BMO in Non-Cashable Short Term Investment Certificate & Non-Cashable GIC. Presently monies is situated in a High Rate Savings account making approximately 2.90%.

Proposal, Options, Benefits, & Disadvantages:

Invest \$408,585.88 into a 180 Day Non-Cashable Short Term Investment Certificate at a rate of 4.80%
Invest \$2,211,122.94 into a 1 Year Non-cashable GIC at a rate of 5.40%

Operational Impact:

Nil

Budgetary Impact:

Yield a higher rate of return on monies

Recommendations:

To make investments.

Motion:

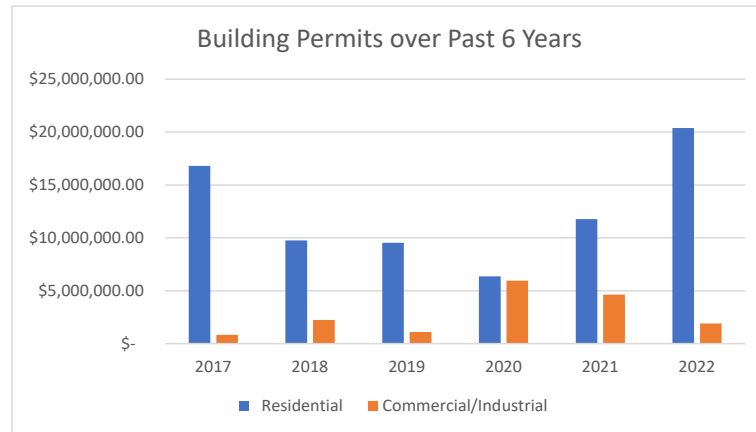
Signature of Director: _____

2022 Jan. 1 – Dec. 31 Building Permits Breakdown

<u>Type of Permit</u>	<u># of Permits</u>	<u>Construction Value</u>
Single Family Dwelling	37	\$12,925,000.00
Multi-Family Dwelling	23	\$6,611,899.00
Modular	2	\$ 28,000.00
Additions and Renovations	31	\$632,300.00
Decks and Ramps	34	\$129,796.00
Industrial and Commercial	10	\$ 1,910,000.00
Residential Garages	6	\$205,000.00
Other (solar panels, driveway pads, change of occupancy, Demolition, & Wood Stoves)	9	\$105,200.00
Cancellations and Signs	1	-\$260,000.00
<u>Totals</u>	<u>151</u>	<u>\$ 22,287,195.00</u>

Residential & Commercial Permit Value 2017-2022

		2017		2018		2019		2020		2021		2022
Residential	\$	16,809,700.00	\$	9,750,900.00	\$	9,540,460.00	\$	6,354,960.00	\$	11,774,500.00		20,377,195.00
Commercial/Industrial	\$	832,500.00	\$	2,250,000.00	\$	1,105,500.00	\$	5,951,307.00	\$	4,630,000.00		1,910,000.00



Carstairs Permits 2017-2022

2017 Housing Starts		2018 Housing Starts		2019 Housing Starts		2020 Housing Starts		2021 Housing Starts		2022 Housing Starts	
# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value
SFD		SFD		SFD		SFD		SFD		SFD	
54	\$ 13,806,700.00	30	\$ 8,211,900.00	31	\$ 7,941,460.00	25	\$ 6,354,960.00	38	\$ 11,774,500.00	37	\$ 12,925,000.00
MFD		MFD		MFD		MFD		MFD		MFD	
14	\$ 3,003,000.00	8	\$ 1,524,000.00	8	\$ 1,599,000.00	0		0		23	\$ 6,611,899.00
		Modular								Modular	
		1	\$ 15,000.00							2	\$ 28,000.00
68	\$ 16,809,700.00	39	\$ 9,750,900.00	39	\$ 9,540,460.00	25	\$ 6,354,960.00	38	\$ 11,774,500.00	62	\$ 19,564,899.00
Commercial 2017		Commercial 2018		Commercial 2019		Commercial 2020		Commercial 2021		Commercial 2022	
# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value	# of Starts	\$ Value
6	\$ 832,500.00	3	\$ 2,250,000.00	12	\$ 1,105,500.00	8	\$ 5,951,307.00	6	\$ 4,630,000.00	10	\$ 1,910,000.00

SFD = Single Family Dwelling

MFD = Multi Family Dwelling

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE
THURSDAY, JANUARY 19, 2023, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

- IN ATTENDANCE:** Councilors Fricke, Roberts, and Wilcox, CAO Rick Blair, and Executive Assistant Kayleigh Van Es
- ABSENT:** Nil
- CALL TO ORDER:** Councilor Fricke called the meeting of January 19, 2023, to order at 7:30 a.m. **CARRIED**
- ADDED ITEMS:** Nil
- ADOPTION OF AGENDA:** Motion by Councilor Wilcox to adopt the agenda of January 19, 2023, as presented. **CARRIED**
- ADOPTION OF MINUTES:** Motion by Councilor Roberts to adopt the minutes of December 15, 2022, as presented. **CARRIED**
- UNFINISHED BUSINESS:** **1. FCSS Funding Applications 2023**
- The Committee was provided funding application listings prior to the meeting. Outlining all programs and applications.
- BCG Carstairs – Committee decision was to offer full funding.
 - Carstairs Community Half Century Association – Committee decision was to offer full funding.
 - Carstairs Public Library - Committee decision was to offer full funding for the Walk the block program.
 - Carstairs Public Library – Committee decision was to offer full funding for Satisfy Curiosity Lifelong learning for adults programs.
 - Carstairs Public Library– Committee decision was to offer full funding for Literacy programs for Children & Teens.
 - Chinooks Edge School Division – Committee decision was to offer full funding for the YES program under the provision that the programs stay within the community.
 - Hope 4 Mountain View Kids Society – Committee decision was to find out more information before offering partial funding.
 - Mountain View Emergency Shelter Society - Committee decision was to offer partial funding under the provision that the programs stay within the community.
 - Mountain View Moccasin House Society – Committee decision was to offer fill funding.
 - Olds & District Hospice Society – Committee decision was to find out more information before offering full funding.
 - Carstairs Rainbows – Committee decision was to offer full funding.

Policy & Governance Committee Meeting – January 19, 2023

Page 2 of 2

Motion by Councilor Roberts to approve all 2023 Funding Applications as listed.

CARRIED

2. Policy No. 12-037-XX Employee Recognition Gifts & Award Policy
The Committee reviewed the Policy with the recommended changes.

Motion by Councilor Wilcox to accept the Policy as amended and refer to Council with the recommendation for adoption.

CARRIED

3. Policy No. 11-005-18 Council Remuneration Policy
The committee reviewed the Policy with the recommended changes.

Motion by Councilor Roberts to accept the Policy as amended and refer to Council with the recommendations for adoption.

CARRIED

BYLAWS & POLICIES:

1. Bylaw No. 1058 Noise Bylaw

CAO Blair spoke to the Noise Bylaw. The Committee deliberated the Bylaw. The Committee wondered if Home-based business noise should be included in the Bylaw.

NEW BUSINESS:

1. Noise Complaint

CAO Blair spoke to a frequent complaint in regards to a home-based business. The Committee discussed possible outcomes.

Motion by Councilor Wilcox to accept the Noise complaint as and direct admin to look into home-based business information.

CARRIED

GENERAL DISCUSSION:

Nil

NEXT MEETING:

February 16, 2023 at 7:30 a.m.

ADJOURNMENT:

Motion by Councilor Roberts to adjourn the Policy & Governance Committee meeting of January 19, 2023, at 8:37 a.m.

CARRIED

Angie Fricke, Committee Chair

Rick Blair, CAO



January 12th, 2023

The Honourable Jason Copping
Minister of Health
204, 10800 – 97 Avenue
Edmonton, AB T5K 2B6

VIA EMAIL health.minister@gov.ab.ca

Re: Ambulance Crisis

Dear Minister Copping:

At the Regular Bon Accord Council Meeting on December 6, 2022, Council received a copy of correspondence from the Town of Ponoka to the Ministry of Health requesting support for their local fire department as first responders for emergency ambulance calls. Bon Accord Town Council fully stand with Ponoka in support of their request for better delivery of ambulance services across the province.

The incidents described in the letter show that ambulance service for rural Albertans is in severe crisis. What steps are being taken to remedy this detrimental situation for our communities? As Canadians, our section 7 Charter right to life, liberty, and security of person should be top priority. The current state of our ambulance service, or lack thereof, affirms instead that these rights hang in the balance.

These incidents, and others across the province, also show the value local fire departments bring to our communities. The lack of adequate ambulance service is placing unfair stress and expectations on volunteer firefighters and further putting the health and safety of Albertans in jeopardy.

These community volunteers and our communities deserve better. We hope your Ministry will make positive changes moving forward to uplift our communities during these difficult times.

Sincerely,

Mayor Brian Holden
Town of Bon Accord

cc: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Alberta Municipalities
Dale Nally, MLA – Morinville-St. Albert
Pat Mahoney, Fire Chief – Town of Bon Accord

P.O. Box 779, 5025 – 50 Avenue, Bon Accord, Alberta T0A 0K0



From: Hugh Sutherland High School
2023 Graduating Class
Parent Grad Committee
Carstairs AB. T0M 0N0

January 17, 2023

To: Carstairs Town Council
Carstairs AB. TOM 0N0

Subject: Request to waive rental fees of the Carstairs Community Hall

Dear Town Council,

The Hugh Sutherland High School grad committee will be doing a fundraising cabaret on Saturday, March 4, 2023. This fundraiser will be held at the Carstairs Community Hall and the hall rental is from March 3-5 2023.

The 2023 Grad Committee is requesting that town council will waive the rental fees for this fundraiser. We are grateful for your consideration in this matter. The funds from this event will help ensure that the 2023 Grad class will have a memorable experience at their graduation.

For any questions or concerns please contact the co-chair of the parent grad committee, Amber Nielsen at 403-796-2900 or nielsenda4@gmail.com.

Kind regards,

Hugh Sutherland 2023 Grad Committee



January 10, 2023

Town of Carstairs

The Carstairs and District Agricultural Society has tentatively booked the Carstairs Community Hall for the weekend of October 27 to 29, 2023 to host the annual Harvestfest Dinner and Dance fundraiser.

Although not yet formalized, I anticipate the 2023 event proceeds to be used for maintenance and upgrades to the curling club facilities.

I understand that, as per Town policy, events such as this qualify for a reduced rental rate every few years. As we have not received a reduced rate since our 2017 event, I am requesting your consideration of a reduced rental rate for our 2023 event.

Charlie Van Arnam

President

Carstairs and District Agricultural Society

587-580-5557