



REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
TUESDAY, MAY 23, 2023, 7:00 P.M.

Page



1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA


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

4. ADOPTION OF MINUTES




- 4 a) Adoption of Public Hearing minutes of May 8, 2023 (addendum 4.a)
Motion: To adopt the Public Hearing minutes of May 8, 2023

- 5 - 9 b) Adoption of Regular Council minutes of May 8, 2023 (addendum 4.b)
Motion: To adopt the Regular Council minutes of May 8, 2023


5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- 10 - 28 a) Hope 4 Mountain View Kids Association


7. BYLAWS AND POLICIES

- 29 a) Policy No. 23-003-14 Fire Chief Compensation for Repeal (addendum 7.a)

- 30 - 31 b) Policy No. 23-005-17 Fire Officer Compensation for Repeal (addendum 7.b)

- 32 - 34 c) Municipal Campground Policy discussions (addendum 7.c)


8. NEW BUSINESS

- 35 a) Municipal Planning Commission Appointment-Darrah Selanders
(addendum 8.a)

- b) Municipal Planning Commission Clerk Appointment - Sherry Humphrey
- c) ISDAB Clerk Appointment- Sherry Humphrey
- d) Municipal Planning Commission Clerk Appointment - Kayleigh Van Es
- e) SDAB Clerk Appointment - Kayleigh Van Es
- 36 - 37 f) Legislative & Emergency Services Committee Terms of Reference
(addendum 8.f)

- 38 g) Carstairs Nature Space Appointment - Mitch Miller (addendum 8.g)


9. COMMITTEE REPORTS

- 39 - 40 a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
- i) Minutes of the May 16, 2023 meeting (addendum 9.a.i)

- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) POLICY & GOVERNANCE COMMITTEE
- 41 - 42 i) Minutes of the May 18, 2023 meeting (addendum 9.c.i)

- d) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- e) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- f) MOUNTAIN VIEW SENIORS HOUSING
- 43 i) MVSH Key messages (9.f.i)

- g) MUNICIPAL AREA PARTNERSHIP

10. COUNCILOR REPORTS

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

11. CORRESPONDENCE

- a) Health College-Graham Thurber (addendum 11.a)



12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

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

17. ADJOURNMENT

MINUTES OF THE PUBLIC HEARING MEETING
BYLAW NO. 2039 KITSTONE LAND USE REDESIGNATION
MONDAY, MAY 8, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts and Wilcox, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Williscroft, CAO Rick Blair, and Executive Assistant Kayleigh Van Es
ABSENT:	Nil
CALL TO ORDER:	Mayor Colby called the Public Hearing meeting of May 8, 2023, to order at 7:00 p.m.
PURPOSE:	1. Bylaw No. 2039 Kitstone Land Use Redesignation The purpose of this Public Hearing is to receive and consider; to amend Land Use By-law No 2007 by providing a Land Use Re-designation to rezone 3.09 hectares (7.63 acres) of land from R1S (Special Low Density Residential), to R1 (Low Density Residential), located in Lot 20, Block 3, Plan 021 2608 within the NE 1/4 9-30-01-W5M,
DELEGATIONS:	Director of Planning & Development - Kirk Williscroft - K. Williscroft provided the Land Use Redesignation Report. The subject site is located within the southwest portion of the Kitstone Commons Conceptual scheme Phase One. There was a technical error in the land use amendment application previously submitted and approved by Council, therefore LUR-23-02 seeks to redesignate the lands recently designated Special Low Density Residential District (R1S) to Low Density Residential District – Single Detached District (R1). The Low Density Residential District – Single Detached District (R1) is intended to accommodate single detached residential dwellings. The use of this district creates a continuous symmetry with the adjacent Havensfield lots to the west. In summary, the proposed redesignation rectifies a clerical error made on behalf of the applicant. It is recommended that the Land Use Bylaw Redesignation be approved.
PUBLIC QUESTION PERIOD:	No questions or concerns were brought forward.
ADJOURNMENT:	Motion by Councilor Ball to adjourn the Public Hearing meeting of May 8, 2023, at 7:02 p.m.

CARRIED

Lance Colby, Mayor

Rick Blair, CAO

MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MAY 8, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts & Wilcox, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Williscroft, Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Nil
CALL TO ORDER:	Mayor Colby called the meeting of Monday, May 8, 2023, to order at 7:03 p.m.
ADDED ITEMS:	New Business: SFE - Sanitary Flow modeling
ADOPTION OF AGENDA:	
Motion 166/23	Motion by Councilor Wilcox to adopt the Regular Council agenda of May 8, 2023, as amended. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 167/23	Motion by Councilor Allan to adopt the Regular Council minutes of April 24, 2023, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Carstairs Heritage Festival-Sharon Lampitt & Pam Montgomery S. Lampitt & P. Montgomery gave a verbal presentation of the upcoming festival on June 4 th , 2023. S. Lampitt expressed Thanks to Lori King for being their liaison between the festival and the Town. P. Montgomery summarized the event stating that there are 9 confirmed Pipe bands to perform along with a Highland Dance competition, petting zoo, Food vendors, Heavy athletics competition, tug of war competition, Kid zone, and vendor market to name a few. The festival has raised over \$11,000, and requesting the town council for \$3,000 for final costs. Council expressed thanks for the hard work at making the event successful.
Motion 168/23	Motion by Councilor Allan to accept the delegation from the Carstairs Heriatge Festival as information and to sponsor 4 Pipe Bands at \$750 a band, for the June 4 th festival. CARRIED
BYLAWS & POLICIES:	1. Bylaw No. 2039 Kitstone Land Use Redesignation K. Williscroft spoke to Bylaw 2039. The subject site is located within the southwest portion of the Kitstone Commons Conceptual scheme Phase One. There was a technical error in the land use amendment application previously submitted and approved by Council, therefore LUR-23-02 seeks to redesignate the lands recently designated Special Low Density Residential District (R1S) to Low Density Residential District – Single Detached District (R1). The Low Density Residential District – Single Detached District (R1) is intended to accommodate single detached residential dwellings. The use of this district creates a continuous symmetry with the adjacent Havensfield lots to the west. In summary, the proposed redesignation rectifies a clerical error made on behalf of the applicant. It is recommended that the Land Use Bylaw Redesignation be approved. First reading was given on March 27, 2023.
Motion 169/23	Motion by Councilor Wilcox to give second reading of Bylaw No. 2039 Kitstone Land Use Redesignation as presented. CARRIED
Motion 170/23	Motion by Councilor Fricke to give third and final reading of Bylaw No. 2039 Kitstone Land Use Redesignation as presented. CARRIED
NEW BUSINESS:	1. Subdivision Report - Mandalay K. Williscroft spoke to the subdivision report for the Mandalay Subdivision. The application proposes subdividing a portion of SW ¼

Sec. 16 Twp. 30 Range 1, W5M into 33 lots, including 32 low density residential (R1) lots and one municipal reserve (PFR) lot. The purpose of this subdivision is to accommodate residential development within the Mandalay Estates neighbourhood, in alignment with the Mandalay Estates Area Structure Plan (ASP) (2018). The proposed residential lots are an average size of approximately 0.05 ha (0.12 ac) and the municipal reserve lot is 0.783 ha (1.93 ac). The subject site is located within the Mandalay Estates neighbourhood. The site is adjacent to the Carstairs Fire Hall and Campground to the west, and undeveloped land to the north, east, and south.

Councilor Ratz asked if the proposed alleyways or lanes would be responsibility of the town.

Councilor Fricke inquired about landscaping and fence standards. As well as asking how to mitigate traffic from Mandalay onto the 2A.

Motion 171/23

Motion by Councilor Ball to accept the subdivision report for Mandalay as information.

CARRIED

2. Heritage Fest - Temporary Road Closure Permit

Motion 172/23

Motion by Councilor Wilcox to accept the Heritage Festivals Temporary Road Closure Permit as information.

CARRIED

3. Heritage Fest - Parade Permit

Motion 173/23

Motion by Councilor Ratz to accept the Heritage Festivals Parade Permit as information.

CARRIED

4. Citizenship Award

Council unanimously agreed to award two anonymous students for their essay submissions for the Citizenship Awards, valued at \$100 each.

Motion 174/23

Motion by Councilor Wilcox to approve anonymous Essay #1 and Essay #2 as the recipients of the 2023 Citizenship Award.

CARRIED

5. Richard Dais Scholarship

Council unanimously agreed to award an anonymous student for their essay submission for the Richard Dias Scholarship, valued at \$600.

Motion 175/23

Motion by Councilor Ratz to approve anonymous Essay #4 as the recipient of the 2023 Richard Dais Scholarship.

CARRIED

6. Carstairs Nature Space - Pathway

R. Blair spoke to the Carstairs Nature Space and their request for a pathway to be placed alongside the railroad tracks on town owned land; Stating that it is outside of the CP right of way. The pathway would also be accommodating of overland drainage factors.

Councilor Roberts added that extending the pathway allows for more routes for walkers, runners and cross country skiers.

Councilor Allan asked if this pathway will eventually circle back around the Carstairs Nature Space.

Motion 176/23

Motion by Councilor Fricke to accept the Carstairs Nature space pathway request as information.

CARRIED

7. SFE Global - Sanitary Flow Monitoring

R. Blair spoke about the Sanitary Flow Monitoring proposal from SFE Global. The proposal is with regard to infiltration monitoring. Monitors will be put in 4 different locations and monitored over a three-month period. The data collected will provide information on mitigating current and future issues with the sanitary system. The proposal is for \$27,940 plus GST; there are available funds in the operation stabilization fund.

Motion 177/23

Motion by Councilor Ball to approve the expenditure of \$27,940 plus GST to be taken from the operational stabilization fund.

CARRIED

- COMMITTEE REPORTS:
1. Legislative & Emergency Services Committee

- Next meeting May 16, 2023.
2. Strategic Planning & Corporate Affairs Committee

- Next meeting May 23, 2023.
3. Policy & Governance Committee

- Next meeting May 18, 2023.
4. Mountain View Regional Waste Commission

- Next meeting to be determined.
5. Mountain View Regional Water Commission

- Next meeting May 10, 2023.
6. Mountain View Seniors' Housing

- Councilor Ratz gave a verbal report of the meeting that occurred on May 4, 2023. Next meeting June 1, 2023.
7. Municipal Area Partnership

- Council reviewed the Key Messages and Minutes of the meeting on April 13, 2023.

Motion 178/23

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

CARRIED

- COUNCILOR REPORTS:
- Councilor Allan

- May 6, 2023 attended local Elks garage sale.

- Nothing else to report at this time.
- Councilor Ball

- Nothing to report at this time.
- Councilor Fricke

- May 2, 2023 attended the Carstairs Chamber of Commerce Meeting. Discussed the Neighbourhood party and the Chamber was going to contact Lori to get an email to business for registrations as there are 9 businesses and 17 organizations with table registrations but room for 75 more.

- May 5, 2023 attended the Market Junction & Cozy Cup Cafe Grand Opening.
- Councilor Ratz

- Apr 26, 2023 attended heritage festival meeting.

- May 4, 2023 attended Mountain View Seniors' housing Committee meeting.

- May 5, 2023 attended local Elks garage sale.

- May 5, 2023 attended local Canadian Legion fundraiser.
- Councilor Roberts

- April 25, 2023 attended the Hydrogen conference.

- May 3, 2023 attended Carstairs Nature space meeting.

- May 5, 2023 met with Denise Miller in regards to tree planting.

- Arbor Day coming up at the Carstairs Nature Space May 13, 2023 with pancake breakfast and other free activities.
- Councilor Wilcox

- April 25, 2023 attended Carstairs library board meeting. The Board decided to close the library for September 30th for Truth and Reconciliation Day.

- April 28, 2023 chaperoned along with town staff the Carstairs Recreation Youth Night at the Flying Squirrel trampoline park in Calgary.

- May 5, 2023 attended the Market Junction & Cozy Cup Cafe Grand Opening.
- Mayor Colby

- April 25, 2023 attended the Hydrogen conference.

- May 6, 2023 attended local Elks garage sale.

Motion 179/23

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

CARRIED

CORRESPONDENCE:	1. Letter of Correspondence - Minister Ellis Council reviewed the letter provided in regards to Policing and the efforts the Province is making.
	2. Letter of Appreciation-Mary Ellen Speers Council reviewed the letter from a town resident whose home is located close to the structural fire that happened in April; expressing gratitude to the Fire Department members.
	3. Thank-you Letter from Olds Hospice Society Council reviewed the letter of Thanks from the Olds Hospice Society.
Motion 180/23	Motion by Councilor Wilcox to accept the all Correspondence as information. CARRIED
	4. West Carstairs 4H – Facility Request Council reviewed the letter from West Carstairs 4H requesting a discounted rental rate for the Carstairs Community hall. As per Town of Carstairs policy the 4H club has already asked for a discounted rate at the arena. The Club is not eligible until 2026.
Motion 181/23	Motion by Councilor Wilcox to approve the letter of request from West Carstairs 4H and authorize administration to provide a discounted rental rate for the Community Hall for June 17, 2023 with the understanding they will not be eligible for a reduced rate again until 2026. DEFEATED
	CAO’S REPORT: - April 23, 2023 met with company that will be cleaning out the lagoon. Projected to begin early August. - April 27, 2023 met with CP Rail regarding whistle cessation, third rail removal, fencing, and a North crossing. Grants are available for the improvements. CP has put in a request for removal of railway ties, and scrap metal. - April 27, 2023 met with Kitstone developers on regarding water infrastructure needs. - May 2, 2023 met with Brian Pound regarding Kitstone water looping - May 3, 2023 met with planning and Engineers at CIMA in Calgary regarding a Grant application for lagoon expansion. - May 4, 2023 met with Carstairs Nature Space to discuss additional pathway. - May 5, 2023 reviewed Stantec design of the water reservoir and pump station. - Continue to monitor fire bans with Fire Chief and County as well as monitoring Grand Prairie crew departures. - Neighborhood Party is May 12, 2023 from 4-8pm. - May 23-29, 2023 Carstairs cleanup days at the Didsbury Dump. - In search on another member for Municipal Planning Commission. - Expecting to see Havensfields conceptual scheme for phases 3-7. - Planning Council Strategic Planning Session for October 27-29.
Motion 182/23	Motion by Councilor Ball to accept CAO’s Report as information. CARRIED
COUNCILOR CONCERNS:	Nil
PUBLIC QUESTION PERIOD:	Nil
MEDIA QUESTION PERIOD:	Nil
CLOSED MEETING:	<i>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).</i>
Motion 183/23	Motion by Councilor Wilcox that Council closes the meeting to the public at 7:55 p.m. to discuss closed meeting session items. CARRIED
Motion 184/23	Motion by Councilor Ball to come out of the closed meeting session at 8:39 p.m. CARRIED

Regular Council Meeting – May 8, 2023

Page 5 of 5

Motion 185/23	Motion by Councilor Wilcox to direct administration to waive sanitary fees for account number 20983004.
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CARRIED

NEXT MEETING: Tuesday, May 23, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 186/23	Motion by Councilor Ratz to adjourn the meeting of May 8, 2023, at 8:40 p.m.
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CARRIED

Lance Colby, Mayor

Rick Blair, CAO





Hope 4 MVC Kids Society

Who Are We?

We are a non-profit society and CRA-registered charity formed in November of 2013. Founded by Lisa Nicholson and co-founded by Suzanne Young, and a board that consists of 11 members that run solely by volunteers, none of whom get paid for their roles.

Lisa Nicholson has four children. One of her daughters has a chronic medical condition that required prolonged hospitalizations and medical interventions/ supports, and another daughter has nonverbal low-functioning autism and global development delay. Lisa also worked with children with disabilities for many years. She found a great need for support for families and found limited resources in our local area.

In 2010, it was recommended by a medical professional that her daughter Hope, needed a therapy pool. The local community helped raise \$15,000 of the \$20,000 needed. Lisa wanted to pay this support forward while ensuring families had somewhere to go locally.

‘Hope 4 MVC Kids Society’ was born from this.

Many of our board members have personal or professional experience with children with medical challenges. This organization runs on drive, determination, love, and hope for local children and families to get the supports they need when they need them most.

Mission and Vision

Mission

Our Mission is based on a foundation of compassion. We strive to 'pay it forward' by providing support to those families with children in medical need across 'Mountain View County'.

Vision

Supporting families with children in medical need.

Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

Program 1 -

Can assist if a local child is hospitalized (admitted). The program can assist with car parking, meals, fuel, and sibling care. If it is a long-term admission there is the potential for additional support such as rent/ mortgage/ utility assistance.

*Supporting documentation from a medical professional is required.



Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

Program 2 -

Can assist a local child that needs adaptive equipment for home or school that is not covered by other sources.

*Supporting documentation from a medical professional is required.



Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

Program 3 -

Can assist a local child local that requires home adaptations due to illness or disability. That is not covered by other sources.

*Supporting documentation from a medical professional is required.



Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

Program 4 -

Can assist a local child who requires therapy, such as counselling, private o/ t, p/ t, mental health needs, alternative therapy not covered by health insurance or other sources.

*Supporting documentation from a medical professional is required.



Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

Program 5 -

The program can assist a local child that requires prescription supports not covered by health insurance or other sources.

*Supporting documentation from a medical professional is required.



Hope 4 MVC Kids Society assists families across Mountain view county with children in medical need by providing 6 clear programs.



Provides assistance in the following ways:

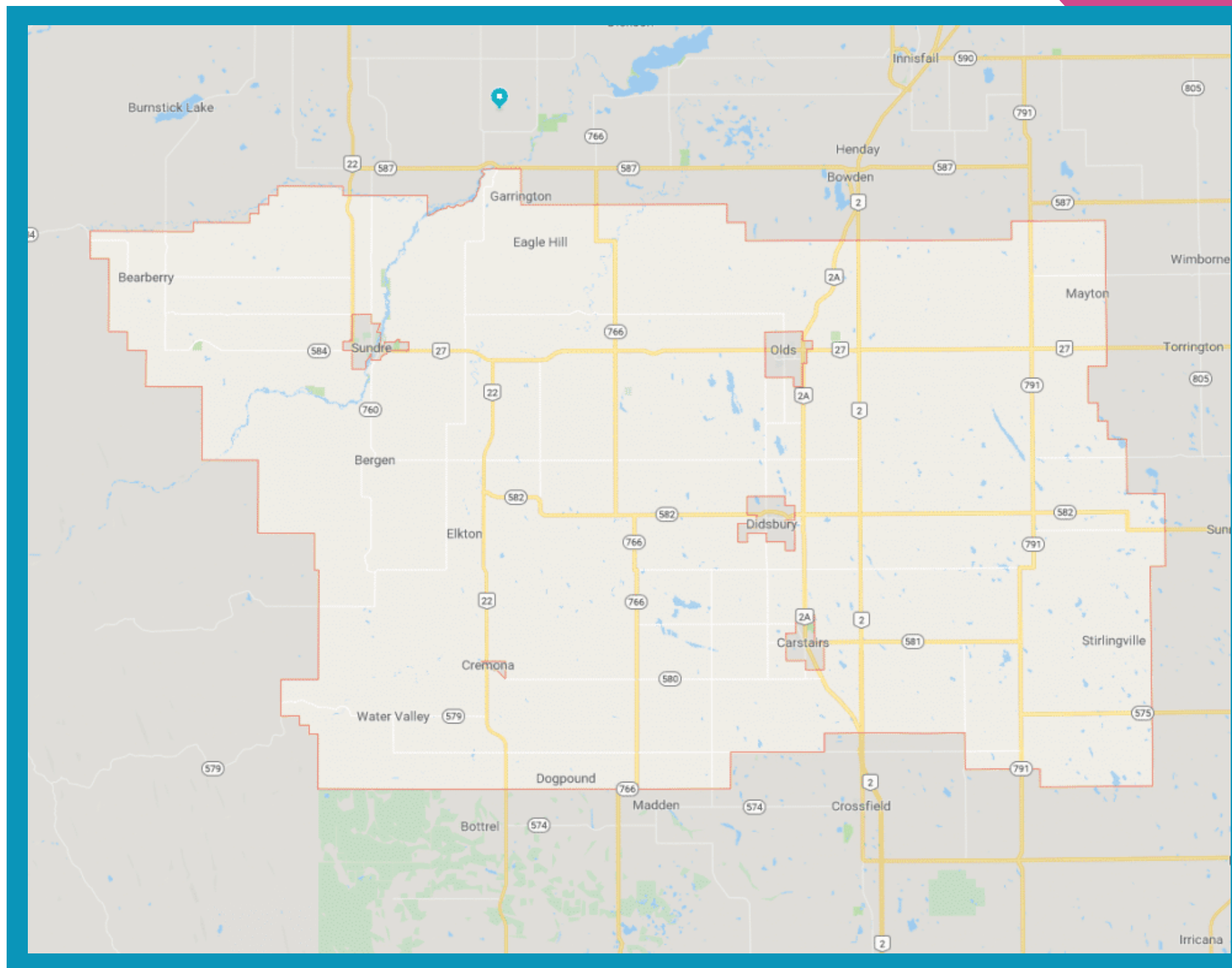
Program 6 -

The program can assist local families with support, advocacy, and information. Navigating a child's illness or diagnosis can be overwhelming. Due to the personal journeys of many on the board, we have been where you are. We assist families with understanding and advice on where to find additional resources or support.



Eligibility and selection criteria

Hope 4 MVC Kids Society covers all families with children in Mountain View County aged 0-18 (chronological age not development age), when the child has a medical diagnosis from a certified medical practitioner. This could be in the form of a doctor, physiotherapist, psychologist, Occupational therapist, School Outreach worker consented by parent to disclose. For equipment a certified current letter or prescription is required along with quotes by 2 sources. The Families must reside within the boundary of Mountain View County.



Some of the conditions we support

Pulmonary Disorders
Development Disorders
Diabetes
Ear Nose and Throat Diagnosis
Gynecological diagnosis
Surgical Intervention
Hematology
Loss of Hearing
Neurology
Nephrology
Neuromotor Disorders
Neuromuscular disorders
Psychology
Perinatal
Plastic surgery
Infectious Diseases

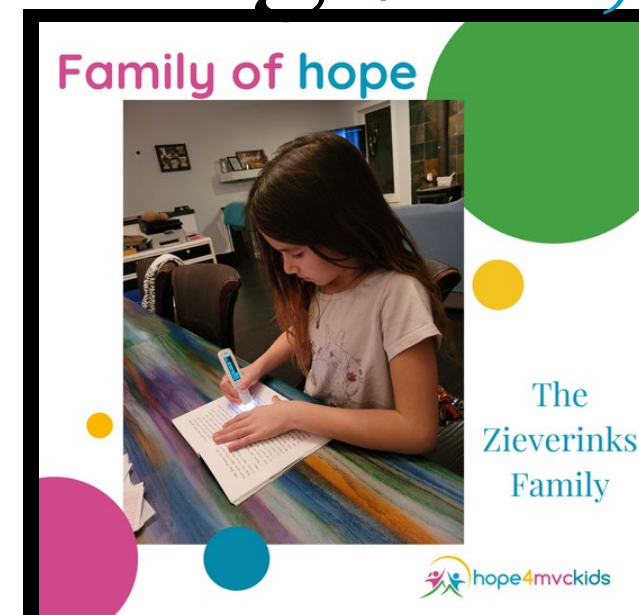
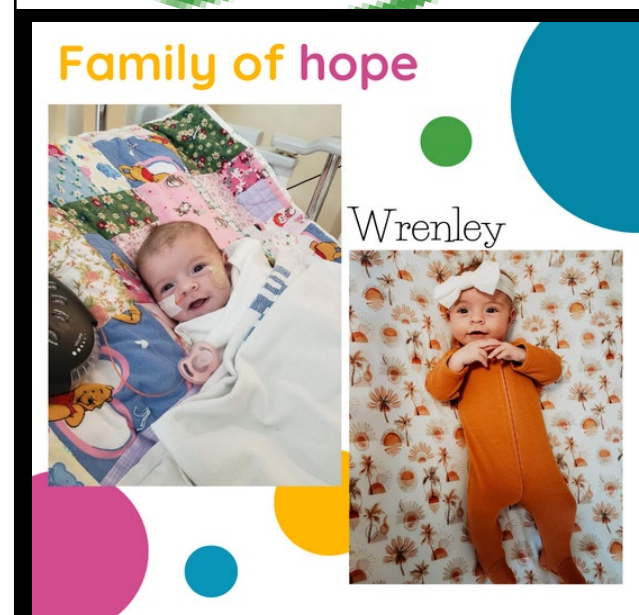
Epilepsy
Rheumatology
Sleep disorders
Urological disorders
Vision problems
Dental
Chronic pain diagnosis
Urological Disorders
Orthopedic Diagnosis
Behavioural diagnosis
Hair loss
Emotional Disturbance
Dermatological diagnosis
Learning Disabilities
Genetic Disorders
Blood Disorders

Cleft Palate
Endocrine
Oncology
Organ transplant
Cardiology
Gastrointestinal Disorders
Virus
Autism
Metabolic Disorders
Aids/ HIV
Eating Disorders
Physical Disabilities
ADHD/ ADD
An acute medical crisis where
medical intervention is imminent
ie appendicitis
Car Accidents

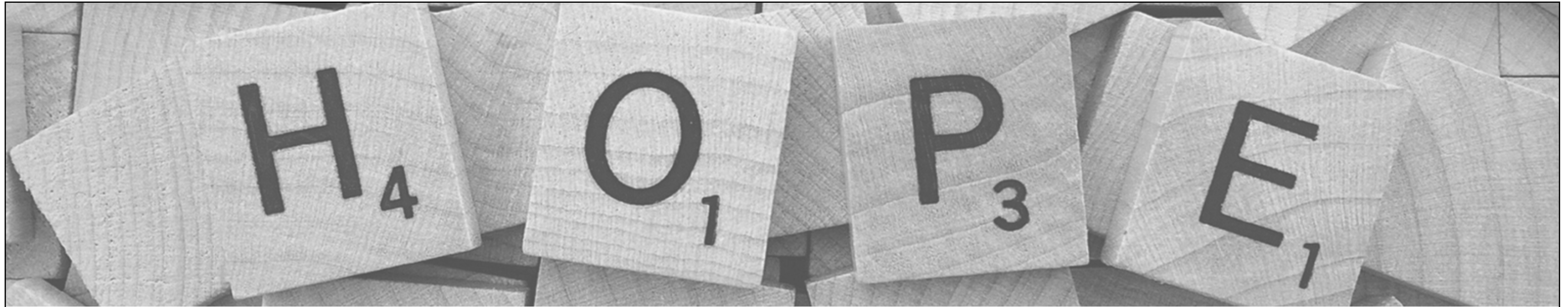
How Funds Are Distributed?

Item	How
Car Parking Fees	Directly purchase hospital pass or pre-paid credit card
Meals	Pre paid credit cards
Accommodation Costs – Hotels, RMH	Paid directly to accommodation provider
Rent/ Mortgage	Paid directly to mortgage provider
Sibling Care	Paid directly to childcare provider
Fuel	Pre-paid gas card
Groceries/ Meals	Pre-paid credit/ grocery cards
Medical Bills	Paid directly to provider of service
Equipment: Home or School	Paid directly to equipment provider
Therapy	Paid directly to therapy provider
Prescription Drugs	Payable to pharmacy or pharmacy gift card
Utilities	Payable to Utility provider

85+ Applications approved to date.
Totaling over \$200,000 +
Carstairs Applications
Totaling \$40,500



Stories can be found on our webpage and Facebook page.



Growth Predications Next 3 Years

Every year we are seeing a 30% average rise in applications
For the next 3 years, predictions are we will need:

Nov 2022/ Oct 2023 \$108,000

Nov 2023/ Oct 2024 \$140,000

Nov 2024/ Oct 2025 \$182,000

With the Cov-19 recovery, we are anticipating an increase in the following applications –
Mental health support.

This has grown to way more than just a small charity run 100% by volunteers.
If we can not support this growth we can not continue.

Premiers Council Award

Award in 2019 for excellence in the community. – presented to an organization that has made a significant contribution to a barrier-free, inclusive community in Alberta. Let's continue to make Mountain View County a barrier free and inclusive community.



Northern Lights Volunteer Recognition

Awarded in 2021 from the Alberta government recognizing Alberta's everyday hero's. The program recognizes those Albertans who volunteer, demonstrate community spirit and serve as a role model for others.

The Albertan Reader's Choice

Awarded in 2022 Hope 4 MVC Kids received 2nd in both Favourite Local Cause in the Carstairs/ Didsbury region and Olds region.



CTV INSPIRED ALBERTA

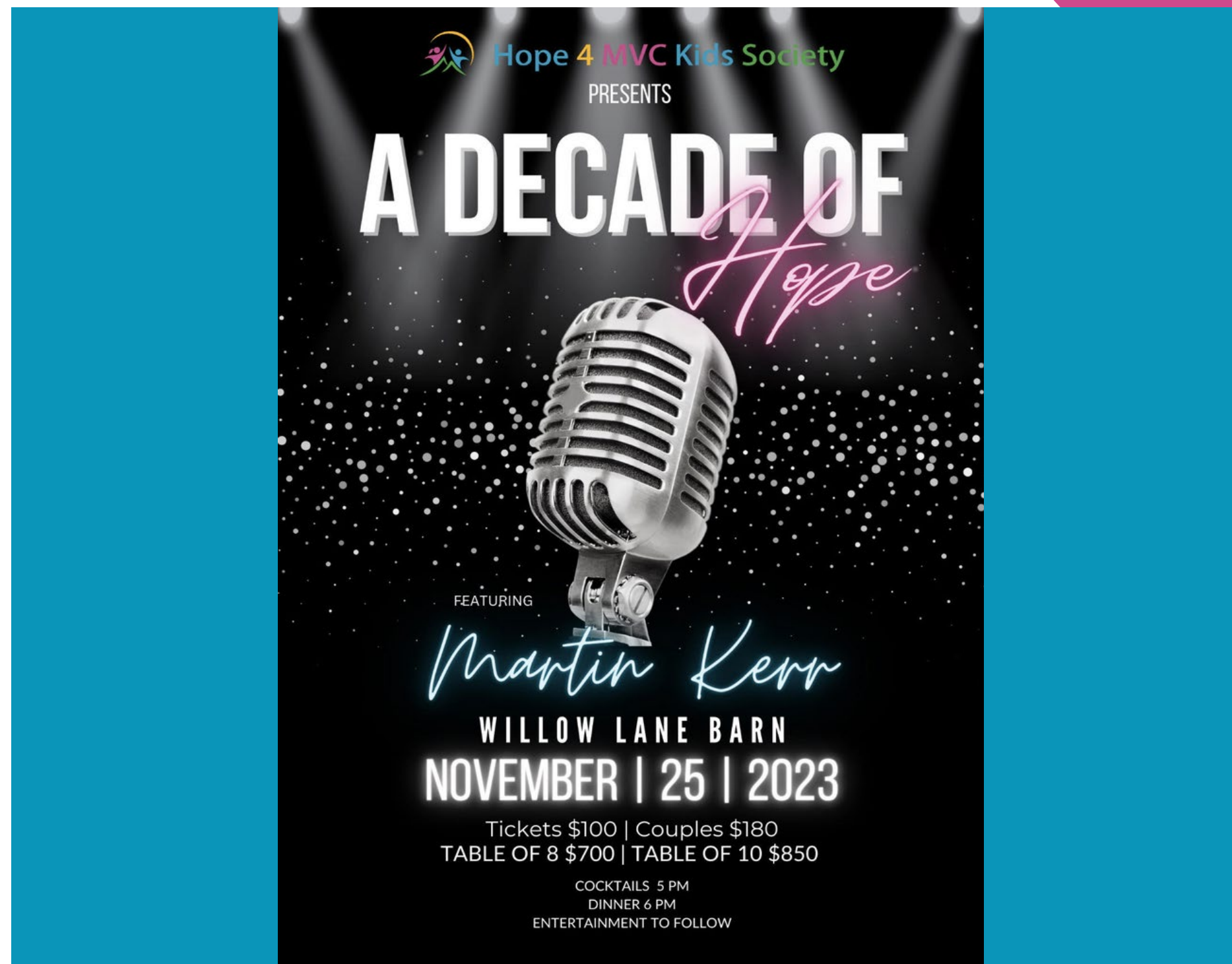
Awarded in 2021 Lisa Nicholson was CTV'S inspired Albertan.

A decade of Hope - November 2023

Join us on November 25th, 2023 to celebrate 10 years of assisting local families with children in medical need across Mountain View County.

This will be a celebration of courage determination and of course hope. It will also be an event to acknowledge all the amazing volunteers and community supporters that have enabled Hope 4 MVC Kids to operate this past decade.

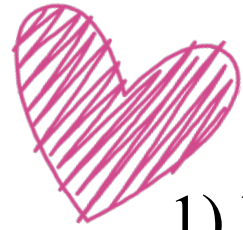
Amazing food and entertainment will also be provided. So bring your dancing shoes as well as your Kleenex. Sponsorship opportunities will be available as well as ticket sales starting mid April.





ARE YOU LOOKING TO
VOLUNTEER?
FIND OUT HOW TODAY





Volunteering Opportunities

1.) We need a representative from each area – Carstairs, Olds, Didsbury, Sundre, Cremona, Water Valley and Rural Mountain View County.

This rep will distribute leaflets, find community events we can attend and share our message.

2.) We need help at community events such as community showcases etc

3.) We need help at community fundraising events such as BBQs and breakfasts.



4.) We need help at our annual fundraising event – Set up, take down, wait-staff, selling tickets and obtaining silent and live auction items.

5.) We need help spreading our message to help local families with children in medical need.

6.) Maybe you have a special talent you can help us with such as graphics, entertainment, live public speaking etc



WE NEED ~~YOU~~ LOCAL COMMUNITY HEROES WITH INVISIBLE CAPES.



SIGN UP TODAY.

All Volunteers must obtain a FOC criminal record check including vulnerable sector

Thank You

Hope 4 MVC Kids Society would like to thank you
for learning about our local service group.

Families can call 403-507-2299 for information

www.hope4mckids.org

Facebook - www.facebook.com/hope4mckids

Facebook Group - www.facebook.com/groups/235088373318474

Instagram - @hope4mckids



HOPE 4 MVC KIDS SOCIETY

Site 15, Box 142

Olds, AB T4H 1P3



Town of Carstairs

**Policy: Fire Chief Compensation
23-003-14**

Date: March 24, 2014

Adopted by: Council

Policy Statement:

The Town of Carstairs will provide fair and equitable remuneration to the Chief. Remuneration will be structured so to attract and retain a competent and qualified person and appropriately reward qualifications and experience. The Chief is appointed by and will report directly to the C.A.O.

Guidelines:

Pay Rates

- a. In addition to Training/Call Compensation the Town shall pay the Chief \$10,000 per year.
- b. Payments will be made monthly.
All payments are subject to applicable taxes and deductions.

End of Policy
carstairs03/14

Signatures

M115/14 Policy No. 23-003-14 was adopted by Council on March 24, 2014.



Mayor, Lance Colby



CAO, Carl McDonnell



Town of Carstairs

Policy: Fire Officer Compensation Policy
23-005-17

Date: December 11, 2017

Adopted by: Council

Policy Statement:

The Town of Carstairs will provide fair and equitable remuneration to all Carstairs and District Fire Department Officers. Remuneration we will be structured so as to attract and retain competent and qualified Officers and appropriately reward qualifications and experience.

Guidelines:

Pay Rates

- a. The Town shall compensate for the hours required to fulfill the duties as per the Officers Job Description.

Fire Chief	\$10,000.00 Annually
Deputy Chief	\$ 5,000.00 Annually
Training Officer	\$ 1,200.00 Annually
Fire Prevention Officer	\$ 1,200.00 Annually
Apparatus Officer	\$ 1,200.00 Annually
Equipment Officer	\$ 1,200.00 Annually

- b. Payments for the Chief and Deputy Chief will be made monthly.
- c. Payments for Designated Officers will be made semiannually:

July 1 (Jan 1-June 30)
Dec 1 (Jul 1-Nov 30)
All payments are subject to applicable taxes and deductions.
- d. Annually the Fire Advisory Board may recommend to council any pay/cost of living increases.

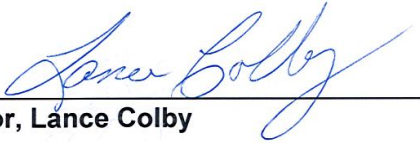
Benefits

- a. Officers are entitled to AMSC Firefighter on Duty Benefits Coverage (Refer to Insurance package for details) and W.C.B. coverage. The Town shall pay for all premiums for these benefits.

End of Policy
carstairs12/17

Signatures

M318/17 Policy No. 23-005-17 was adopted by Council on December 11, 2017.



Mayor, Lance Colby



CAO, Carl McDonnell



Town of Carstairs

Policy No.: **Municipal Campground**
Policy No. 72-99-001-18 23
(Repeals Policy No. 72-99-001-18)
(Repeals Policy No. 7110)

Date: **April 2004**

Amended: ~~**April 23, 2018**~~
May XX, 2023

Adopted by: **Council**

Policy Statement:

~~The purpose of this policy is to establish guidelines for the operation and use of the Carstairs Municipal Campground.~~ **This policy aims to establish guidelines for the operation and use of the Carstairs Municipal Campground.**

Definitions:

Individual site usage means the use of one campground site by a registered guest.

Daily Rate means a registration for a one-day period.

~~a. Camping Unit means recreational vehicle, trailer or tent.~~

Responsibilities:

a. Director of Operational Services:

- i. Shall oversee all operations and maintenance of the campground including; providing appropriate ~~stalling~~ **staffing** levels ~~so as to maintain the appearance of the sites, and playground common areas, and to maintain the cleanliness of the washrooms, showers, and camp kitchen.~~
- ii. Ensure that quality customer service is provided.
- iii. Provide to Council and the Chief Administrative Officer yearly, in August, with recommendations as to proposed campground fees for the next calendar year.

Guidelines:

Town of Carstairs
Policy No. 72-99-001-23
Page 1 of 3

a. Fees:

- i. Recreational Vehicles shall be a daily rate as set out in the current Rates and Fees Bylaw, Schedule "B".
- ii. Tents shall be a daily rate as set out in the current Rates and Fees Bylaw, Schedule "B".

~~b. Reservations:~~

- ~~i. Reservations are not accepted for groups of less than five units.~~
- ~~ii. Reservations for groups of five or more than five will be accepted only in the off season (May/June and September/October).~~
- ~~iii. Reservations must be in writing and must be followed up with written confirmation from the Town.~~
- ~~iv. Any group reservation for five or more units must be a request for two or more nights.~~

c. Registrations:

- i. Guests must self-register upon arrival at the campground.
- ii. Guests may pay cash **or Debit** in Canadian currency or cheques made payable to the Town of Carstairs.
- iii. ~~In the event that a site is occupied by an unpaid patron, staff of the Town of Carstairs appointed by the Director of Operational Services, or the D.O.S. will request payment from the occupant. Upon failure to do so, the patron will be asked to leave the campground.~~ **Failure to register and pay for an individual site will result in eviction from the Carstairs Municipal Campground.**

d. Rules and Regulations:

- i. Campsites must be kept neat and tidy at all times.
- ii. Quiet hours are in effect from ~~10:30 pm until 7:00 am.~~ **9:00 p.m. and 7:00 a.m. on weekdays or 9:00 p.m. and 8:00 a.m. on Saturdays, Sundays, and holidays.**
- iii. Pets must be kept on a leash at all times.
- iv. Pet owners are responsible for cleaning up any feces left by their pets.
- v. Consumption of liquor must be contained within the individual sites.
- vi. Fires are restricted to designated campsites.
- vii. No vehicles are allowed in grassed areas.
- viii. Removal of firewood from the campground is prohibited.

- ix. Check-out time is twelve (12) noon.
- x. Campground showers are for **registered** guests only.
- xi. Use of the showers by non-registered guests will result in mandatory registration and is subject to daily rates.
- xii. Rate changes and check out times are subject to change without notice.

End of Policy

/Carstairs0418**0523**

Signatures:

M__/23 Policy No. 72-99-001-23 adopted at Council on XXX, 2023

Mayor, Lance Colby

CAO, Rick Blair



Box 370
Carstairs, AB
T0M 0N0
Phone: 403-337-3341
Fax: 403-337-3343
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COMMITTEES & BOARDS APPLICATION

Last Name: _____ First Name: _____

Address: _____
City Province Postal Code

Home Phone: _____ Day-Time Phone: _____

Email: _____

1. Appointment To:

a) _____

b) _____

2. Background Information

Provide a brief outline of your experience/education in this area of volunteerism.

3. Why do you wish to serve on this/these committee(s)?

4. Length of Residence:

In the Town of Carstairs: _____ years and/or In the Town of Carstairs area: _____ years

Darrah Selanders
Signature Date

Completed applications must be returned to the Town Office.

To be eligible for appointment as a public-at-large member of a Town Board, Commission, Committee, or Task Force, you must be a resident of Carstairs.

Length of appointment is a two year term except as required by statute, or if the appointment is to fill a vacancy.

The personal information requested on this application is being collected in order to assist Council in making appointments to its committees, and is governed by the Freedom of Information & Protection of Privacy Act (FOIPP).



Appendix 'C'

Legislative & Emergency Services Committee

1. Purpose

A standing committee of Council that strategically reviews governance. This Committee also acts on behalf of Council on any matters requiring action prior to schedule meetings of the Town of Carstairs Council. As well as providing recommendations or advice to Council in regards to external advocacy, communication, and relationship building.

2. Membership

The Committee is comprised of three Council Members, and the CAO. Annually, the Committee will appoint one of the members as Chair. A majority of the members of the Committee shall constitute a quorum at any meeting. On behalf of the Committee, the Chair may invite internal or external persons to attend meetings, in a non-voting capacity, to provide advice and assistance where necessary.

3. Functions

The functions of the Legislative & Emergency Services Committee are:

- a. To conduct quarterly reviews with the CAO to discuss institutional priorities and CAO goals; and to carry out an annual review of the CAO's performance.
- b. To initiate or review any service levels for Emergency Services.
- c. To take responsibility for preparation, monitoring, and management of the Town of Carstairs Operating Budget.
- d. To be attentive to the activities of the external environment and prepared to react appropriately.
 - Enable policy development regarding external relations and public affairs.
 - Prepare resolutions as required and attend AUMA and FCM Conferences.
- e. To ensure compliance with government legislation. And to facilitate and schedule a minimum of one, annual, advocacy meeting with:
 - Local MLA
 - Local Member of Parliament
 - Chinook's Edge School Division
 - Mountain View County
 - Inter-Municipal Collaboration Committee
 - Didsbury Hospital
 - Seniors Housing
 - School Expansions
- f. To attend to all responsibilities of the Legislative and Emergency Services Committee as set out in Council policy.
- g. Review Bylaw, Fire Reports, and Combined Reports on a monthly basis.
- h. Review R.C.M.P., and COP Reports on a quarterly basis.



4. Meetings

The Legislative and Emergency Services Committee shall meet six times per annum, or as required, or in an extraordinary meeting at the call of the Committee Chair.

5. Executive Assistant

The Committee's Executive Assistant will prepare agendas and issue notices for Committee meetings, ensuring all necessary documents requiring discussion or comment are included with the agenda. Meeting minutes will be recorded and distributed in draft form to all Committee members within one week of the meeting. Minutes will be accepted by Committee members as a true and accurate record at the commencement of the next meeting.

6. Amendments

The Terms of Reference shall be reviewed annually from the date of approval. It may be recommended that they be altered to meet the current needs of the Committee by agreement of the majority.



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

COMMITTEES & BOARDS APPLICATION

Last Name: Miller First Name: Mitch
Address: Box 2 Site 9 RR #2 Carstairs AB T0M 0N0
City Province Postal Code
Home Phone: 403-337-2542 Day-Time Phone: cell 403-335-5912
Email: trguy09@hotmail.com

1. Appointment To:

- a) Carstairs Nature Space
b) _____

2. Background Information

Provide a brief outline of your experience/education in this area of volunteerism.

Miss tree projects about town
operate tree farm.

3. Why do you wish to serve on this/these committee(s)?

Community Improvement.

4. Length of Residence:

In the town of Carstairs: 26 years and/or In the town of Carstairs area: _____ years

Signature [Signature] Date April 19/23

Completed applications must be returned to the Town Office.

To be eligible for appointment as a public-at-large member of a Town Board, Commission, Committee, or Task Force, you must be a resident of Carstairs.

Length of appointment is a two year term except as required by statute, or if the appointment is to fill a vacancy.

The personal information requested on this application is being collected in order to assist Council in making appointments to its committees, and is governed by the Freedom of Information & Protection of Privacy Act (FOIPPA).

**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
TUESDAY, MAY 16, 2023, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilor Allan, Ball, & Ratz, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Councilor Ball called the meeting of May 16, 2023 to order at 7:25 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Allan to adopt the agenda of May 16, 2023 as presented.
CARRIED

ADOPTION OF MINUTES: Motion by Councilor Ratz to adopt the minutes of April 18, 2023 as presented.
CARRIED

UNFINISHED BUSINESS: Nil

NEW BUSINESS: **1. Legislative & Emergency Services Committee-Terms of Reference**
R. Blair spoke to the Terms of Reference stating that since the dissolve of the External Relations committee the Terms of reference needed to be update to merge the two committees.

The committee noted one change to be made to the Terms of reference.

Motion by Councilor Ratz to accept the Legislative & Emergency Services Committee-Terms of Reference as information and send to council for approval.

CARRIED

REPORTS: **1. Financial Reports**

R. Blair updated the committee of the financial reports up to April 30, 2023.

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

Motion by Councilor Allan to accept the Financial reports as information and circulate to the rest of council for review.

CARRIED

2. Development Reports

R. Blair updated the Committee on the Developments within the town.

The Committee reviewed the Development Reports up to May 12, 2023.

- a. Building Permit Listing
- b. Compliance Listing

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

CARRIED

Legislative & Emergency Services Committee Meeting – May 16, 2023

Page 2 of 2

3. City Wide Protective Services Monthly Reports

The Committee reviewed the City Wide Protective Services Monthly Reports for April 2023.

a. Fire Reports

The committee discussed the activity of the Fire Department with regards in sending crews to aid in fighting Wild Fires around Alberta.

b. Bylaw Reports

Motion by Councilor Allan to accept the City-Wide Protective Services Monthly Reports as information.

CARRIED

4. Emergency Services

a. Carstairs Emergency Management Agency (CEMA) Report

b. Emergency Services Report

Councilor Ratz commented on the special events emergency response plan form saying it is well laid out with pertinent information.

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

CARRIED

GENERAL DISCUSSION: Nil

NEXT MEETING: June 20, 2023

ADJOURNMENT: Motion by Councilor Allan to adjourn the meeting of May 16, 2023, at 8:06 a.m.

CARRIED

Councilor Ball, Chairperson

Rick Blair, CAO

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE
THURSDAY, MAY 18, 2023, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Fricke, & Wilcox, FCSS Coordinator Lori King, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Councilor Roberts

CALL TO ORDER: Councilor Fricke called the meeting of May 18, 2023, to order at 7:27 a.m.
CARRIED

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Wilcox to adopt the agenda of May 18, 2023, as presented.
CARRIED

ADOPTION OF MINUTES: Motion by Councilor Wilcox to adopt the minutes of April 20, 2023, as presented.
CARRIED

UNFINISHED BUSINESS: Nil

DELAGATIONS: **1. Mountain View Quilters-Teresa Bacon and Linda Carriere**
The club presented to The Committee looking for clarification on why their FCSS grant was denied. The group now consists of 21 members.

L. King explained the criteria and the scope for approval.

Councilor Wilcox mentioned that FCSS funding has to go to a cause that focuses on prevention.

Councilor Fricke suggested the group meet with L. King to fill out the application to better fit the funding criteria for next year's application. There is no guarantee that this will get them the funding but would give them a better chance.

T. Bacon questioned why funding was approved in 2021 but not in 2023 to which it was concluded that due to Covid the criteria was less scrutinized.

Motion by Councilor Wilcox to accept the Mountain View Quilters presentation as information.
CARRIED

BYLAWS & POLICIES: **1. Policy No. 72-99-001-23 Municipal Campground Policy**
CAO Blair spoke to the changes made to Policy No. 72-99-001-23 Municipal Campground Policy.

Councilor Fricke enquired if we need to have a 14-day max on staying in one lot.

Councilor Wilcox had questions regarding check in time, quiet time and if there is any day use area.

Motion by Councilor Wilcox to accept the amended Policy No. 72-99-001-23 Municipal Campground Policy as information and refer to administration for suggestions for day use and check in times.
CARRIED

Policy & Governance Committee Meeting – May 18, 2023**Page 2 of 2****2. Policy No. 23-003-14 Fire Chief Compensation Policy**

The Policy has been brought to Committee for the approval of the request to repeal the Policy.

Motion by Councilor Wilcox to accept Policy No. 23-003-14 Fire Chief Compensation Policy as information and refer to Council with the recommendation for Repeal.

CARRIED**3. Policy No. 23-005-17 Fire Officer Compensation Policy**

The Policy has been brought to Committee for the approval of the request to repeal the Policy.

Motion by Councilor Wilcox to accept Policy No. 23-005-17 Fire Officer Compensation Policy as information and refer to Council with the recommendation for Repeal.

CARRIED**NEW BUSINESS:**

Nil

QUARTERLY LSITINGS:**1. Agreement Listing**

The Committee discussed what is next for the E360 solutions agreement.

2. Policy Listing**3. Bylaw Listing**

Motion by Councilor Wilcox to accept the Quarterly Listings as information.

CARRIED**QUARTERLY FACILITY
REPORTS_CITY WIDE:****1. Carstairs Memorial Arena****2. Carstairs Community Hall****3. Carstairs Campground**

The Committee reviewed the Quarterly Facility Reports, no comments or concerns.

Motion by Councilor Wilcox to accept the Quarterly Facility Reports as information.

CARRIED**GENERAL DISCUSSION:**

Nil

NEXT MEETING:

June 15, 2023 at 7:30 a.m.

ADJOURNMENT:

Motion by Councilor Wilcox to adjourn the Policy & Governance Committee meeting of May 18, 2023, at 8:34 a.m.

CARRIED

Angie Fricke, Committee Chair

Rick Blair, CAO



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of May 4, 2023

Key Messages

- The Board held their scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:00 pm (with a Zoom option available).
- The Board expressed congratulations to Susan Read on her new position as the Director of Operations and welcomed her to the MVSH Administration Office.
- The Board noted the good networking and learning opportunities gained during recent attendance of some members at the Alberta Seniors and Community Housing Association (ASCHA) conference in April.
- The Board noted appreciation for the review and discussion surrounding the first quarter financial results and were pleased to note things are starting off positively with budget variances.
- The Board appreciated the presentation of the new Management Confirmation to the Board reporting which highlights the status of key accountabilities required by management and would like to see this as a regular report on a quarterly basis.
- The Board was pleased to hear that the Lodge Assistance Program (LAP) Grant funding from the Province of Alberta is going to be maintained at the 2019 level as this will assist in minimizing the financial impact related to the current vacancies in our Lodges.
- The Board was excited for the opportunity for MVSH Staff to participate in the upcoming Mock Missing Persons Training with Emergency Response Agencies on Saturday May 6. This training exercise will be hosted on the property of the Sundre Seniors' Supportive Living Facility and some of the neighboring properties.
- The Board noted that they are in the process of reviewing and updating Board Policies.

Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, June 1, 2023 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Zoom Conference Call if required).

If you require any information or there are any questions related to this communication please contact a Board Director, Alternate Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at stacey.stilling@mvsh.ca

Our Vision - We enhance lives by providing quality care and self-sustainable living through innovative leadership.



May 8, 2023

I'm here today to ask if we could use the Northwest corner of the parking lot at the Carstairs arena, to park one car every three hours, everyday for two months. That gives us a class of 20 people. We wish to open on July 1st, 2024. They would use the crosswalk to cross the highway, and run/walk three kilometers east to the college quarter section. We will have facilities for them to learn all about health. Each student is required to have a cellphone to take pictures, people under seven years old will need a guardian. The college will be owned and operated by the students/guides, for only two months each summer, for the next 5 years. The cost for tuition will be \$100 per student, for five years. The information that we would be teaching has been gathered by myself, and many others over the last 40 years or more. It will be presented on-site, with the help of the horses and chickens. At the end of each year, students will post the profits to date, and the profits will be shared by all students/guides. This college will operate online and on site. Students become guides as soon as they complete their time on site. All students (guides) will be connected to a health family of 20 people (students and guilds).

I would greatly appreciate it if you would consider our letter, and give an answer back with any questions or concerns. We would love to see you at the college during the summer.

Typed by Chloe Darby, college secretary

Dictated by Graham Thurber Collage designer

P.S. We would like to lease a 30 foot strip of grass at the back of the arena for 2 months each summer, for 5 years. This would accommodate those who cannot walk three kilometers to the college east of town. This would be a mirror image of one avenue at the college.