



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, SEPTEMBER 14, 2026, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of September 14, 2026
Motion: To adopt the agenda of September 14, 2026

4. ADOPTION OF MINUTES

3 - 6

- a) Adoption of minutes of August 24, 2026 (addendum 4.a)
Motion: To adopt the minutes of August 24, 2026



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

7 - 17

- a) STARS-Jackie Seeley (addendum 6.a)



7. BYLAWS AND POLICIES

8. NEW BUSINESS

18

- a) Financial Reports-August (addendum 8.a)



- b) Project Updates

19 - 21

- c) RFD-Security Upgrades to Administrative Office (addendum 8.c)



22

- d) Library Board Appointment-Pam Barker (addendum 8.d)



9. COMMITTEE REPORTS

- a) POLICIES & PRIORITIES COMMITTEE

i) Next Meeting September 15, 2026

b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION

c) MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION

d) MOUNTAIN VIEW SENIORS HOUSING

10. COUNCILOR REPORTS

a) COUNCILOR BALL

b) COUNCILOR FRICKE

c) COUNCILOR ROBERTS

d) COUNCILOR SELANDERS

e) COUNCILOR TOLLEY

f) COUNCILOR WILCOX

g) MAYOR ALLAN

11. CORRESPONDENCE

a) Dog Park Proposal-Steven Hamilton (addendum 11.a)



12. CAO'S REPORT

13. COUNCILOR COMMENTS

14. PUBLIC QUESTION PERIOD

15. CLOSED MEETING

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

a) Section 20-Disclosure harmful to Personal Privacy

16. ADJOURNMENT

23 - 24

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, AUGUST 24, 2026, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES:	Mayor Allan; Councilors Ball, Fricke, Roberts, Selanders, Tolley and Wilcox; Director of Legislative & Corporate Services Shannon Allison; Deputy CAO and Director of Planning & Development Kirk Willisroft; Manager of Legislative Services Jessica Pryde; CAO Rick Blair & Executive Assistant Kayleigh Van Es
ABSENT:	Nil
CALL TO ORDER:	Mayor Allan called the meeting of Monday, August 24, 2026, to order at 7:00 p.m.
ADDED ITEMS:	1. Financial Statements June & July 2026 to New Business 8.d.
ADOPTION OF AGENDA: Motion 263/26	Motion by Councilor Ball to adopt the Regular Council Agenda of August 24, 2026, as amended. CARRIED
ADOPTION OF PREVIOUS MINUTES: Motion 264/26	Motion by Councilor Wilcox to adopt the Public Hearing minutes of July 13, 2026, as presented. CARRIED
Motion 265/26	Motion by Councilor Selanders to adopt the Regular Council minutes of July 13, 2026, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	1. Audrey Raber-Seeking Town Councils support A. Raber presented Council with a proposal for a Canadian History program for homeschooled students in Grades 5–8 and requested Council's support. She advised that no Town funding is being requested and that she hopes to offer the program at no cost through sponsorships and support from FCSS. A. Raber also asked whether members of Council would be willing to participate as guest speakers. Councilor Fricke thanked A. Raber for the presentation and asked what about Canadian history interests her. Councilor Selanders expressed support for the initiative and encouraged youth involvement. She asked whether A. Raber had contacted potential guest speakers. A. Raber advised that the idea developed following Mayor Allan's election, stating that the two of them have a decent amount of friendship and felt she could ask a favor. She is beginning to explore potential speakers and partnerships. Councilor Ball thanked A. Raber and asked about anticipated enrollment. A. Raber advised that five students have expressed interest so far, with the intention of offering groups for Grades 5–8 and Grades 8–12 and expanding the program in the future. Councilors Roberts, Tolley, and Wilcox thanked A. Raber for becoming involved in the community and for bringing the initiative forward. Mayor Allan expressed enthusiasm for the program and indicated his support for working with FCSS and the museum to assist with its development. He also expressed his willingness to participate as a guest speaker.
Motion 266/26	Motion by Councilor Wilcox to accept Audrey Raber's Delegation as information. CARRIED
BYLAWS & POLICIES:	Nil
NEW BUSINESS:	1. ATCO Franchise Fee Estimate 2027 CAO R. Blair discussed the 2027 ATCO Franchise Fees.
Motion 267/26	Motion by Councilor Tolley to accept the 2027 ATCO Franchise Fees as presented at 25% rate. CARRIED

Regular Council Meeting – August 24, 2026,**Page 2 of 4****2. RFD-September Date Change**

Council reviewed the RFD which is proposing changes to the September Council meeting dates to maintain the regular schedule of the second and fourth Monday of each month.

Motion 268/26

Motion by Councilor Ball to amend the September Council meeting dates from September 8 and September 21, 2026 to September 14, and September 28, 2026, respectively.

CARRIED**3. RFD-Arena Ice Plant**

Council reviewed the RFD requesting additional funding for the repair of the Floor Heat Exchanger. Two repair options were provided, with Administration recommending the installation of a dual floor heat exchanger at a cost of \$17,362.00.

Councilor Tolley asked whether the new heat exchanger is expected to have a service life comparable to the ice plant. Administration confirmed that it is.

Mayor Allan asked whether any additional costs or issues were anticipated. Administration advised that no further issues could be confirmed until the equipment is disassembled.

Motion 269/26

Motion by Councilor Roberts to direct administration to proceed with the additional work for the replacement of the Floor Heat Exchanger, with funding in the amount of \$17,362.00 to be taken from the Operation Stabilization Fund.

CARRIED**4. Financial Statements - June & July 2026**

S. Allison provided Council with the June and July financial reports. The Town is currently at 47% of the operating budget, with requisitions at 54% of budget. Operating revenues include several unbudgeted items, including a refund, an ACP grant, and a New Horizons grant.

Outstanding taxes are currently at 5.0%, with approximately 25% of outstanding taxes enrolled in TIPS. TIPS enrollment is currently at 53%, consistent with the same period last year.

All scheduled loan payments have been made, with the remaining loan balance below \$800,000. Of the 37 capital projects, 22 have been completed.

S. Allison advised that the Town's bank balance was approximately \$13 million as of Tuesday. One of three anticipated grants has been received, with the Town awaiting CCBF and LGFF operating funding. The current reserve balance is approximately \$9.7 million, of which approximately \$3.5 million is allocated toward 2026 operating and capital projects. Transfers and financial plan projections will be finalized by the end of September. S. Allison advised that the Town remains in a strong financial position.

Councilor Tolley thanked S. Allison for the continued work.

Councilor Selanders requested clarification regarding the transfers to reserves.

Motion 270/26

Motion by Councilor Fricke to accept the June & July 2026 Financial reports as information.

CARRIED**COMMITTEE REPORTS:****1. Policies & Priorities Committee**

- Next Meeting September 15, 2026.

2. Mountain View Regional Waste Commission

- Councilor Wilcox provided a verbal report of the meeting on July 27, 2026. Next Meeting September 28, 2026.

3. Mountain View Regional Water Services Commission

- Next Meeting September 9, 2026.

4. Mountain View Seniors' Housing

- September 10, 2026, MVSH Foundation Golf Tournament being held at the Carstairs Community Golf Club. Next Board Meeting September 29, 2026.

Motion 271/26

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

CARRIED

Regular Council Meeting – August 24, 2026,**Page 3 of 4****COUNCILOR REPORTS:****1. Councilor Ball**

- Provided a verbal report.
- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- August 22, 2026, attended the 8th Annual Carstairs Show & Shine.
- August 24, 2026, toured Town facilities prior to Council.

2. Councilor Fricke

- Provided a verbal report.
- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- July 31, 2026, attended the 100 Years of the Royal Canadian Legion & 80th Anniversary of the Carstairs Legion banquet.
- August 15, 2026, attended Yaruki Judo Grand Re-Opening.
- August 22, 2026, attended the 8th Annual Carstairs Show & Shine.
- August 24, 2026, toured Town facilities prior to Council.

3. Councilor Roberts

- Provided a verbal report.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- August 24, 2026, toured Town facilities prior to Council.

4. Councilor Selanders

- Provided a verbal report.
- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- August 24, 2026, toured Town facilities prior to Council.

5. Councilor Tolley

- Provided a verbal report.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- August 22, 2026, attended the 8th Annual Carstairs Show & Shine.
- August 24, 2026, toured Town facilities prior to Council.

6. Councilor Wilcox

- Provided a verbal report.
- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- July 18, 2026, participated in Beef & Barley Days parade and events.
- July 27, 2026, attended the Mountain View Regional Waste Commission meeting.
- July 31, 2026, attended the 100 Years of the Royal Canadian Legion & 80th Anniversary of the Carstairs Legion banquet.
- August 10, 2026, met with Audrey Raber.
- August 20, 2026, attended the Parkland Executive meeting.
- August 22, 2026, attended the 8th Annual Carstairs Show & Shine.
- August 24, 2026, toured Town facilities prior to Council.

7. Mayor Allan

- Provided a verbal report.
- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- July 18, 2026, participated in Beef & Barley Days parade and events. Commenting positively on the weekend, noting efforts of the Ag Society and Town staff.
- July 31, 2026, attended the 100 Years of the Royal Canadian Legion & 80th Anniversary of the Carstairs Legion banquet.
- Met with new RCMP Detachment Commander V. Bacon. Who will attend a future Council meeting.
- August 22, 2026, attended the 8th Annual Carstairs Show & Shine.
- August 24, 2026, toured Town facilities prior to Council.

Motion 272/26

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

CARRIED**CORRESPONDENCE:**

Nil

CAO'S REPORT:

- July 17, 2026, attended the Shoppers Drug Mart Grand Opening.
- Was on summer holiday.
- Neoform agreement is currently being finalized by lawyers. A draft is expected within the next week, followed by the land lease for Council's review. Lot servicing will follow.
- Water reservoir ribbon-cutting ceremony is being coordinated, with a date anticipated to be set for mid-September.
- The Annexation Notice of Intent has been issued.
- Working on a new crosswalk and wheelchair ramps at Carstairs Elementary School, with pathway construction to follow.
- The new bulk water system is scheduled for September 1, 2026.
- The Curling Club has ordered a Knox Box. Operations will meet with IJD to review the fire separation requirements and help where possible at the Curling Rink.
- Will be meeting with the Agricultural Society tomorrow.

Regular Council Meeting – August 24, 2026,**Page 4 of 4**

- Staff Sergeant Bacon requested on our behalf a meeting with K Division during Alberta Municipalities. Administration is awaiting confirmation of the meeting time. Detachment discussions will continue.

Motion 273/26

Motion by Councilor Fricke to accept the CAO's Report as information.
CARRIED

**COUNCILOR
COMMENTS:****1. Councilor Selanders**

- Asked about the policing model and whether the Town had considered using Sheriffs instead of the RCMP. Administration advised that Council had previously considered the options and determined that the RCMP was the better fit for the community.
- Asked when Council meetings would begin being livestreamed. Administration advised that implementing livestreaming would be a decision of Council as a whole.

2. Councilor Fricke

- Received a concern regarding paving in Mandalay.

3. Councilor Wilcox

- Received a concern regarding trailer parking at the baseball diamonds in Tiny LaFleur Park.

4. Mayor Allan

- Received positive feedback regarding the condition of the Town.
- Also received a concern regarding trailer parking at the baseball diamonds in Tiny LaFleur Park.
- Received a concern regarding golf ball damage.
- Noted concerns regarding the playground at MacDonald Close.

Motion 274/26

Motion by Councilor Roberts to accept Councilor Comments as information.
CARRIED

**PUBLIC QUESTION
PERIOD:****1. Pam Barker**

P. Barker sought clarification regarding the camping overflow comments, asking whether a permanent overflow camping area would be established. Administration clarified that no permanent overflow area is planned and that overflow camping is only required during the Beef & Barley Days ball tournament when the campground reaches capacity.

CLOSED MEETING:**1. Section 19-Disclosure Harmful to Business Interest of a Third Party**

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

Motion 275/26

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Business Interests of a Third Party, as per Section 19, of the ATIA, at 8:08 p.m.
CARRIED

Motion 276/26

Motion by Councilor Roberts to come out of the Closed Meeting session at 8:26 p.m.
CARRIED

NEXT MEETING:

Monday, September 14, 2026, at 7:00 p.m.

ADJOURNMENT:

Motion 277/26

Motion by Councilor Tolley to adjourn the meeting of August 24, 2026, at 8:27 p.m.
CARRIED

Dean Allan, Mayor

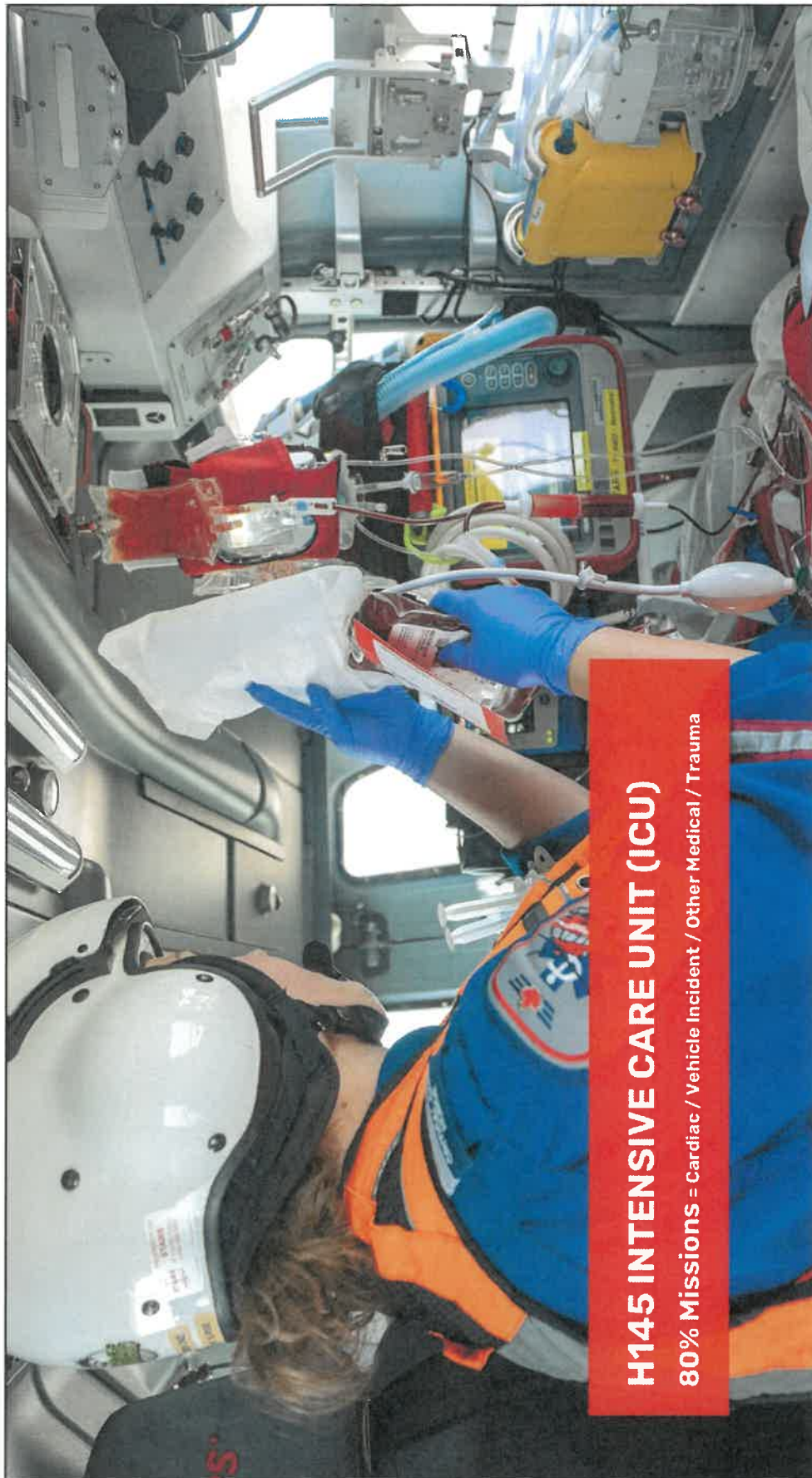
Rick Blair, CAO



PARTNERSHIP

SAVING LIVES.
SAVING FAMILIES.
SAVING FUTURES.





H145 INTENSIVE CARE UNIT (ICU)

80% Missions = Cardiac / Vehicle Incident / Other Medical / Trauma

Tools of the trade



Video
bronchoscope



i-STAT handheld
blood analyzer



Hamilton-T1
Ventilator



Tools of the trade



Video
laryngoscope



EZ-IO



LUCAS Chest
Compression System

Teamwork Amid Tragedy, Bow Glacier Falls Rockslide, July 2025

- Challenging triage at scene with multiple patients spread across vast areas
- Allied approach of approx. 100 chain of survival partners
- Utilizing multiple skill sets was essential
- **13 patients rescued**

Thank you to our Chain of Survival Partners

Parks Canada Safety Specialists	AHS EMS
RCMP	Banff EMS
Kananaskis Mountain Rescue	Two STARS helicopters & crews
Lake Louise Fire Dept.	STARS Transport Physician Dr. Paul Tourigny
Alpine Helicopters	STARS ELC coordination with receiving hospitals



CAMTS accreditation (since 1998)

- Adherence to rigorous patient care and safety standards
- Audits fixed-wing, rotary-wing, and ground medical transport services worldwide
- Voluntary, highly regarded process sets highest standards to improve patient care and safety

Achieving accreditation:

- must demonstrate **substantial compliance** with highest standards
- overall quality consistent with essential elements in patient care
- professional judgment by the CAMTS Board with comprehensive document review, and multi-day, on-site inspections



Celebrating our own, Ben Jamison, Apprentice Maintenance Engineer

- Won Gold in Aircraft Maintenance at 2025 Skills Canada National Competition
- Team Canada at WorldSkills Shanghai – September 2026
- Ben represents STARS' unwavering commitment to operational excellence on the world-stage. Good luck, Ben!



MOUNTAIN VIEW COUNTY STARS 5-YEAR MISSION REPORT						
	2021	2022	2023	2024	2025	TOTAL
NEAR CARSTAIRS	2	7		3	3	15
NEAR CREMONA	2	4	1	2	4	13
NEAR CROSSFIELD*		1				1
DIDSBURY HOSPITAL IFT's	13	10	15	3	5	46
NEAR DIDSBURY	5	5	3	2	2	17
NEAR LINDEN*		1				1
NEAR MADDEN*	1		1			2
OLDS HOSPITAL IFT's	18	16	18	10	9	71
NEAR OLDS	5	4	2		3	14
SUNDRE HOSPITAL IFT's	16	19	8	7	6	56
NEAR SUNDRE SCENE + SAR*	6	5	10	6	1	28
NEAR TORRINGTON*			1			1
NEAR WATER VALLEY*	2	2	2	1		7
TOTAL (An average of 54 missions per year)						
	70	74	61	34	33	272
2026 missions: 24 missions within Mountain View County up to Sept 7 th , 13 scene calls and 11 IFT's						
* Scene calls and search & rescue (SAR) coded to nearest community - Actual mission location used to identify each occurrence within MVC boundaries.						



Alberta Financials and Direct Operating Costs

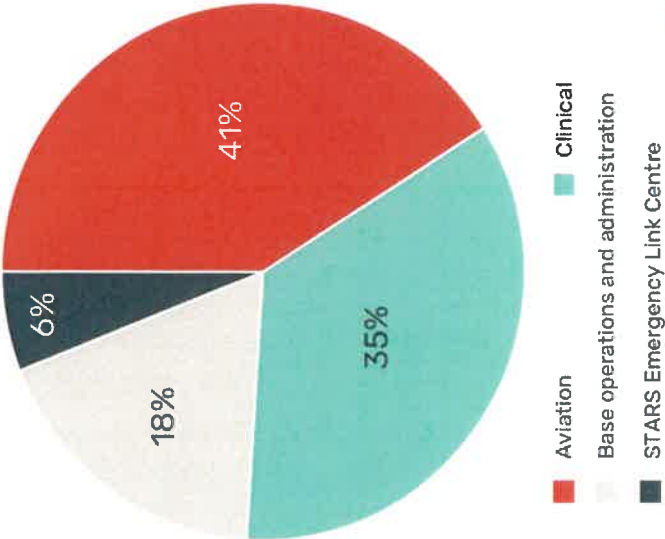
Fiscal year 2025 - 2026

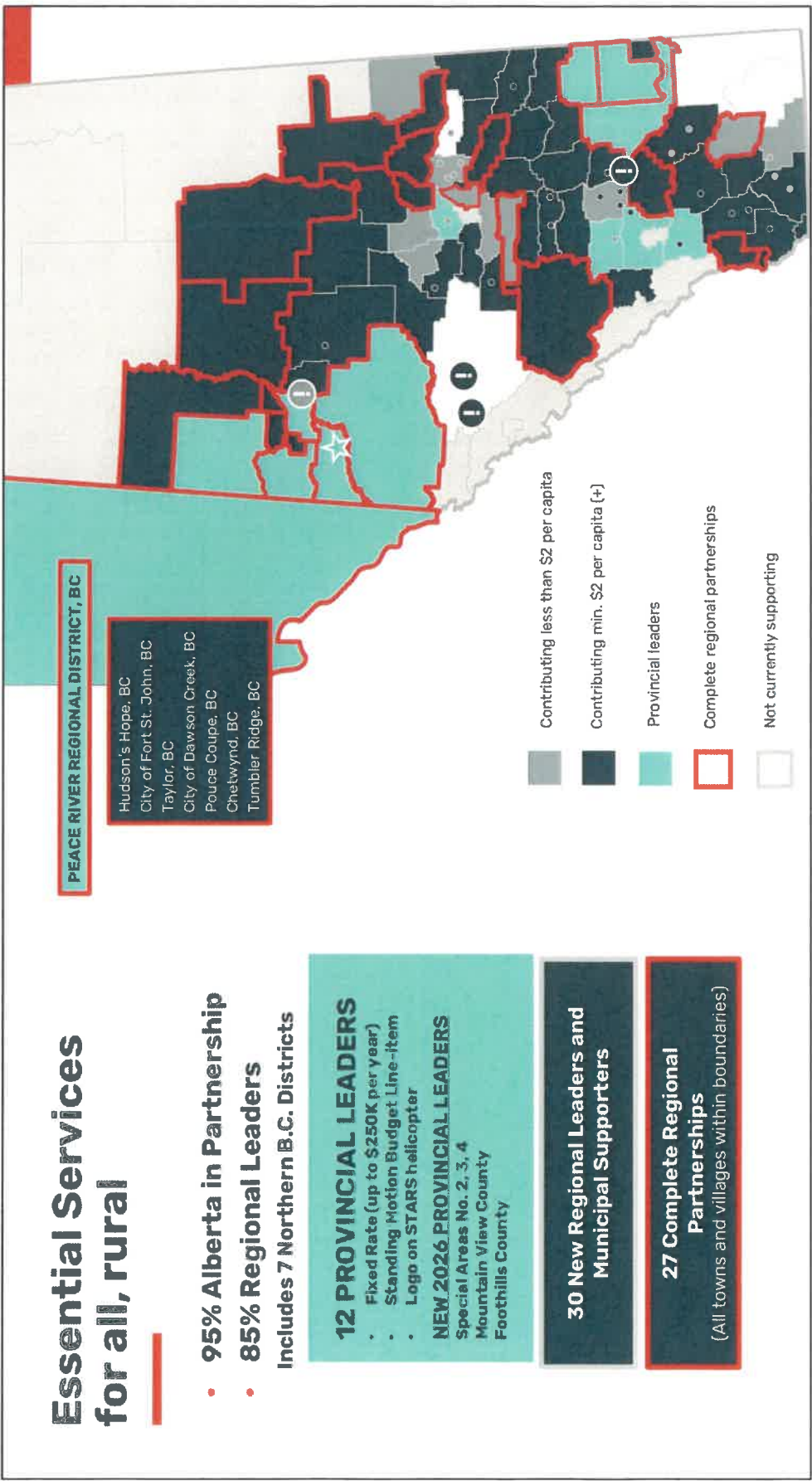


Direct Operating Costs:
\$38.4 million
(\$12.8M per base)

59%

Percentage of funds from Donations, Fundraising & Lotteries that are needed to cover direct operating costs in Alberta





Town of Carstairs

CURRENT SUPPORT

\$5,000 Fixed Rate
(.94 per capita)
2025 & 2026

OUR REQUEST

\$6,641
(an increase to \$1.25 per capita)
2027

BENEFITS

- STARS provides physical and virtual response
- Enhancing rural healthcare
- 24/7 access to STARS across Western Canada
- No cost to the patient



**Town of Carstairs
Financial Statement as at
August 31, 2026**

	2026 BUDGET Budget	2026 BUDGET Actuals	\$ Variance	% Variance
Operating Revenues				
2300 - Municipal Taxes	9,486,013	9,478,495	(7,518)	-0.1%
2310 - Government Transfers for Operating	745,123	717,016	(28,107)	-3.8%
2320 - User Fees and Sales of Goods	6,227,321	4,767,951	(1,459,370)	-23%
2330 - Investment Income	150,000	207,228	57,228	38%
2345 - Franchise and Concession Contracts	657,704	401,333	(256,371)	-39%
2355 - Penalties and Cost of Taxes	93,000	114,804	21,804	23%
2360 - Licenses and Permits	284,800	224,495	(60,305)	-21%
2375 - Gain on Disposal of Tangible Capital Assets	-	15,100	15,100	0%
2405 - Other Revenue	56,900	219,431	162,531	286%
Total Operating Revenues	17,700,860	16,145,852	(1,555,009)	-9%
Operating Expenses				
1 - Salaries, Wages and Benefits	5,278,322	3,237,433	(2,040,889)	-39%
10 - Requisitions	3,405,179	1,552,701	(1,852,478)	-54%
2 - Contracted and General Services	2,786,430	1,568,133	(1,218,297)	-44%
3 - Materials, Goods, Supplies and Utilities	3,136,857	2,134,566	(1,002,291)	-32%
4 - Provision for Allowances	2,000	(1)	(2,001)	-100%
5 - Transfers to Individuals and Organizations	495,107	257,450	(237,657)	-48%
6 - Bank Charges and Short-term Interest	47,630	39,647	(7,983)	-17%
7 - Interest on Capital Long-term Debt	153,738	76,048	(77,690)	-51%
9 - Loss on Disposal of Tangible Capital Assets	-	35,530	35,530	0%
Total Operating Expenses	15,305,263	8,901,508	(6,403,754)	-42%
Operating Net Income	2,395,598	7,244,343	4,848,746	
Capital Revenues				
Capital Revenue	2,185,400	913,197	(1,272,203)	-58%
Loan Proceeds	1,757,101	1,203,782	(553,319)	-31%
Transfers from Reserves	2,789,916	7,156	(2,782,760)	-100%
Total Capital Revenues	6,732,417	2,124,135	(4,608,282)	-68%
Capital Expenses				
Capital Expenses	6,619,439	4,477,820	(2,141,620)	-32%
Capital Debt Repayment	693,228	533,442	(159,786)	-23%
Offsite Levy Transfer to Reserves	368,298	111,731	(256,567)	-70%
Transfers to Reserves - Future Financial Plans	1,201,004	105,200	(1,095,804)	-91%
Total Capital Expense	8,881,969	5,228,193	(3,653,776)	-41%
Shortfall/(Surplus)	(246,046)	(4,140,286)		



PO Box 370
844 Centre Street
Carstairs, AB T0M0N0
www.carstairs.ca

REQUEST FOR DECISION (RFD)

Meeting Date:	September 14, 2026		
Agenda Item:	New Business 8.a		
Prepared By:	Kayleigh	Department:	Administration

Request:

Administration is requesting that Council approve the proposed work to enhance security within the reception area of the Town Office.

Purpose:

The project would provide controlled access at both ends of the administration desk, restricting access to the back-office areas. It would also include a sliding security door to restrict access to the offices during Council meetings.

Background:

Administration has researched options to improve security and provide controlled access at the reception desk and to restrict access to the administrative offices when required. Following discussions with several companies and consideration of various proposed solutions, Administration has narrowed the options to the proposal submitted by Peak2crete Contracting Ltd.

The proposal includes all labour, materials, equipment, and installation required for the following improvements:

North Reception Desk

- Supply and installation of a new security gate.
- Durable black painted finish.

South Reception Desk

- Supply and installation of a new wall and gate assembly.
- Black painted accent finish.

Accordion/Security Door

- Supply and installation of one accordion/security door system measuring approximately 26 feet wide by 11 feet high.
- Installation of all required mounting hardware and accessories.

Discussion/Analysis:

N/A

Recommendation:

That Council approves the proposed office reception security improvements from Peak2crete Contracting Ltd., as presented.

Financial Implications:

☐ No Financial Impact ☐ Within approved budget ☒ Additional funding required

Details:

Proposed work	\$23,000.00
GST (5%)	\$1,150.00
Total	\$24,150.00



PO Box 370
844 Centre Street
Carstairs, AB T0M0N0
www.carstairs.ca

The proposal includes a standard workmanship warranty, with applicable manufacturer warranties covering the supplied products and materials.

Funding Source: Operation Stabilization Fund

Operational Impact:

The additional security measures would restrict unauthorized access to the administrative offices and improve overall security. Temporary disturbances to staff and the public may occur during construction.

Additional Notes:

N/A

Attachments:

Peak2crete Contracting Ltd. – Estimate No. 1265, dated July 12, 2026.

Motion:

1. Motion by Councilor _____ to direct Administration to proceed with the office reception security improvements as proposed by Peak2crete Contracting Ltd., in the amount of **\$24,150.00**, with funding to be taken from the Operation Stabilization Fund

AGENDA ITEM #c)

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Services			
	Town of Carstairs;	1	23,000.00	23,000.00
	Scope of Work			
	Peak2crete Contracting Ltd. shall supply all required labour, materials, equipment, and installation necessary to complete the following:			
	North Reception Desk:			
	• Supply and install a new gate at the north reception desk.			
	• Prepare and finish the gate with a durable black painted finish to serve as an accent feature.			
	South Reception Desk:			
	• Supply and install a new wall and gate assembly.			
	• Prepare and finish the wall and gate with a black painted accent finish.			
	Accordion/ Security Doors:			
	• Supply and install one accordion door system measuring approximately 26 ft (W) 11 ft (H).			
	• Installation to include all required mounting hardware and accessories for proper operation.			
	Warranty			
	All workmanship is backed by Peak2crete Contracting Ltd.'s standard workmanship warranty.			
	Manufacturer warranties shall apply to all supplied products and materials.			

SUBTOTAL 23,000.00

GST @ 5% 1,150.00

TOTAL \$24,150.00

TAX SUMMARY

RATE	TAX	NET
GST @ 5%	1,150.00	23,000.00



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

COMMITTEES & BOARDS APPLICATION

Last Name: Barker First Name: Pam
Address: Box 1232 Carstairs AB T0M 0N0
City Province Postal Code
Home Phone: 403-852-1085 Day-Time Phone: 403-852-1085
Email: pamatlast@hotmail.com

1. Appointment To:

- a) Carstairs Public Library Board - General Member
b) _____

2. Background Information

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

I have sat on multiple volunteer boards over the years. Church Boards, Dance Clubs,
TTMAC Board member. I am a great promoter of community events and all the
services our library offers - as my friends! lol I also believe in volunteering and setting
an examble for my kids that volunteering is cool and needed in communities.

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

I have always been a strong supporter of library programs and often take out books, use computers.
I believe in the community spirit the library promotes and enjoy the learning space.
Over the years my family and I have participated in many programs, events at libraries in any town we have lived in.

4. Length of Residence:

In the town of Carstairs: see below years and/or In the town of Carstairs area: 25 years
In town 2001-2015 East of town 2015-2026, back in town Sept 1, 2026

Pam Barker September 8, 2026
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 statue, 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).

Steven Hamilton
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

August 26, 2026

Town of Carstairs Administration
Box 359
Carstairs, AB T0M 0N0

Dear Members of the Town Administration and the Honourable Mayor,

I am writing as a 26-year resident of Carstairs and a frequent user of the local dog park to respectfully propose some improvements that I believe would significantly enhance this valued community space.

First of all, let me say how much I appreciate all the expense and effort that has gone into making the existing nature space and dog park what it is today. People are coming from as far as Calgary to use our dog park because of what it offers, peaceful, clean, secure space for dogs to be, well, dogs... Based on some experience with other parks, I agree, it is one of the areas best, but it could be even better.

1. Installation of a Paved or Gravel Walkway

During the winter months, the dog park often develops icy and uneven conditions that present a serious hazard to visitors and their pets. I can personally attest to the severity of this issue, as I suffered a dislocated and fractured ankle this year due to a slip on the ice within the park. This injury required surgical medical attention and a lengthy recovery period (over 7 months and counting). I am currently disabled and find the dog park challenging for people who require mobility aids.

A solution to reduce the hazard and improve the accessibility would be the installation of a paved or compacted gravel walkway around the interior perimeter of the park. Such a pathway would provide stable footing year-round, reduce the risk of injury, and allow residents of all ages and mobility levels to access the park safely, even in adverse weather conditions. There is an example of this not far away in the East Lake district in Airdrie. The pedestrian pathway in the small dog park went from grass to gravel and ultimately was paved making it safer all year round.

2. Installation of a Dividing Fence for Dog Separation

The second improvement I would like to propose is the installation of a dividing fence that would effectively create two separate zones within the park: one for large dogs and one for small dogs, or one for dogs with special needs who are uncomfortable interacting with other dogs.

I have personally witnessed (and been victim of) incidents where smaller dogs have been “assaulted” or injured by significantly larger dogs during play. While many dog owners are responsible, differences in size and play style can unintentionally lead to dangerous interactions. A mid-park fence with gates would allow owners to choose the most appropriate area for their pets, thereby reducing the risk of injury limiting the interaction when required/desired and creating a more comfortable environment for all users. The gates could be opened for lawn care and left open until such time as a user wants them shut.

3. Memorial Fence

I would like permission from the Town to install a sign on the fence at the dog park. The sign would be to support another idea I had which is to provide dog owners a place to put a memorial item for lost pets (that have passed on). I picture something like the popular concept of a lock on the bridge railing (google: “love locks”). I am suggesting that we support owners who have recently had a dog die and invite them to attach some kind of tag or small memento for their dead pet on one of the fence sections in the park (near the main gate). At this point, I am asking permission before I start any further promotion or action on this. I will build and hang the sign and spread the word though the dog park user community. I will also place the first two memorial items.

Next Steps/My Commitment to the Town

I am prepared to volunteer my time for any further planning activities including budgetary estimates, procurement, and overall project coordination. I expect I would be able to find other interested dog owners able to contribute at some level, but I am not going to make that effort until I hear if the Council thinks the concepts have merit.

If the council and administration is willing to discuss my ideas further, I would appreciate the opportunity to meet with Town Council or the appropriate operations or administration committee to discuss these proposals in more detail, including potential implementation options and next steps.

I appreciate the Town’s ongoing efforts to maintain and improve community facilities, and I am hopeful that these suggestions will be given thoughtful consideration for the benefit of all residents and their pets. Carstairs seems to have a lot of dog owners, and I seem to meet new ones every week.

Thank you for your time and attention. I look forward to your response.

Yours sincerely,

Steven Hamilton