



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, JANUARY 10, 2022, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of January 10, 2022
Motion: To adopt the agenda of January 10, 2022

4. ADOPTION OF MINUTES

4 - 7

- a) Adoption of minutes of December 13, 2021 (addendum 4.a)
Motion: To adopt the minutes of December 13, 2021



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

8 - 21

- a) Vern Raincock-Alberta Regional Rail (addendum 6.a)



7. BYLAWS AND POLICIES

8. NEW BUSINESS

22

- a) Deer Ridge Subdivision (addendum 8.a)



23

- b) 1219 Grey Street Subdivision (addendum 8.b)



9. COMMITTEE REPORTS

24 - 26

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE

- i) December 21, 2021 Meeting Minutes (addendum 9.a.i)



- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

27 - 29

- i) December 13, 2021 Meeting Minutes (addendum 9.b.i)



30 - 31

- c) EXTERNAL RELATIONS COMMITTEE
 - i) December 16, 2021 Meeting Minutes (addendum 9.c.i)



32 - 33

- d) POLICY & GOVERNANCE COMMITTEE
 - i) December 14, 2021 Meeting Minutes (addendum 9.d.i)



- e) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- f) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- g) MOUNTAIN VIEW SENIORS HOUSING
- h) MUNICIPAL AREA PARTNERSHIP
- i) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- j) CENTRAL ALBERTA ECONOMIC 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

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 REGULAR COUNCIL MEETING
MONDAY, DECEMBER 13, 2021, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, Wilcox, CAO Carl McDonnell, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Willisroft and Executive Assistant Kayleigh Van Es
ABSENT:	Nil
CALL TO ORDER:	Mayor Colby called the meeting of December 13, 2021, to order at 7:04 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 388/21	Motion by Councilor Wilcox to adopt the Regular Council agenda of December 13, 2021, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 389/21	Motion by Councilor Fricke to adopt the Regular Council minutes of November 22, 2021, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Nil
BYLAWS & POLICIES:	Bylaw No. 2025 Borrowing Revolving Line (ASFF)
Motion 390/21	Motion by Councilor Ball to give first reading of Bylaw No. 2025 Borrowing Revolving Line (ASFF). CARRIED
Motion 391/21	Motion by Councilor Wilcox to give second reading of Bylaw No. 2025 Borrowing Revolving Line (ASFF). CARRIED
Motion 392/21	Motion by Councilor Roberts to move to third reading of Bylaw No. 2025 Borrowing Revolving Line (ASFF). CARRIED UNANIMOUSLY
Motion 393/21	Motion by Councilor Fricke to give third and final reading of Bylaw No. 2025 Borrowing Revolving Line (ASFF). CARRIED
	Bylaw No. 2026 Borrowing Revolving Line (Operating)
Motion 394/21	Motion by Councilor Allan to give first reading of Bylaw No. 2026 Borrowing Revolving Line (Operating). CARRIED
Motion 395/21	Motion by Councilor Ratz to give second reading of Bylaw No. 2026 Borrowing Revolving Line (Operating). CARRIED
Motion 396/21	Motion by Councilor Ball to move to third reading of Bylaw No. 2026 Borrowing Revolving Line (Operating). CARRIED UNANIMOUSLY
Motion 397/21	Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2026 Borrowing Revolving Line (Operating). CARRIED

NEW BUSINESS:

1. Mountain View Regional Parks, Recreation and Culture Master Plan

- Justin Rousseau gave a presentation via zoom.

Councilor Ball inquired what the desire for arts and cultural aspects verses recreational aspects, to which Rousseau answered that indoor recreation facilities was top of the list.

Councilor Wilcox inquired how many Carstairs residents participated in the study. Noted that Carstairs is the fastest growing community in the region.

Councilor Roberts commented the more arts and culture programming offered will drive the need for it.

Councilor Fricke questioned if the accessibility was due to Covid-19 restrictions or transportation, to which Rousseau stated the study was directed pre covid times.

Councilor Ratz inquired whether enhancing aquatic center access would meet the need for the region, Rousseau stated the majority were accepting of regional facilities.

Mayor Colby wondered if there was any need for a multifunctional facility and what programs would need to be offered. Rousseau stated a further look into cost versus revenue would need to be looked at first.

Motion 398/21 Motion by Councilor Ball to accept the Mountain View Regional Parks, Recreation and Culture Master Plan as information
CARRIED

2. 2022 Operating Budget

Motion 399/21 Motion by Councilor Roberts to adopt the 2021 operating Budget as the 2022 Interim Budget.
CARRIED

3. Emergency Management Committee Appointment

Motion 400/21 Motion by Councilor Fricke to appoint Lyle Herod to the Emergency Management Committee.
CARRIED

4. Carstairs Public Library Board Appointment

Motion 401/21 Motion by Councilor Wilcox to appoint Wendy Knudson to the Carstairs Public Library Board for a two-year term.
CARRIED

5. Carstairs Nature Space Committee Appointment

Motion 402/21 Motion by Councilor Allan to appoint Sharon Styles to the Carstairs Nature Space Committee.
CARRIED

6. HSS Grad letter request

Motion 403/21 Motion by Councilor Ratz to accept the HSS Grad letter request as information and to be forwarded to administration to authorize use of the arena.
CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee

- Next meeting is on Tuesday, December 21, 2021.

2. Strategic Planning & Corporate Affairs Committee

- Reviewed minutes of November 22, 2021.
- Councilor Roberts gave an oral report on the December 13, 2021, meeting.

3. External Relations Committee

- Next meeting is on Thursday, December 16, 2021.

4. Policy & Governance Committee

- Next meeting is on Tuesday, December 14, 2021.

5. Mountain View Regional Waste Commission

- Councilor Wilcox gave an oral report on the November 29, 2021, meeting.

6. Mountain View Regional Water Commission

- Mayor Colby gave an oral report on the November 29, 2021, meeting.

7. Mountain View Seniors' Housing

- Councilor Ratz attended the meeting that occurred on December 2, 2021.

- Councilor Ratz gave an oral report on the December 2, 2021, meeting.

-Next meetings is on January 13, 2022

8. Municipal Area Partnership

- Nothing to report at this time

9. Carstairs Community Development & Economic Partnership (CCD&EP)

- Councilor Wilcox gave an oral report on the December 1, 2021, meeting.

10. Central Alberta Economic Partnership (CAEP)

Motion 404/21

Motion by Councilor Allan to appoint Councilor Ratz to the Central Alberta Economic Partnership.

CARRIED

Motion 405/21

Motion by Councilor Wilcox to appoint Councilor Ball as alternate to Central Alberta Economic Partnership.

CARRIED

Motion 406/21

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

- Nothing to report at this time

Councilor Ball

- Commended the town for a great job done with Carstairs Crazy Christmas on December 3, 2021

Councilor Fricke

- Met with Megan Ginther from the library on November 25, 2021
- Enjoyed Carstairs Crazy Christmas on December 3, 2021
- Attended Mountain View Quilter presentation at the Museum on December 6, 2021

Councilor Ratz

- Attended CCDEP meeting on December 1, 2021
- Participated in Carstairs Crazy Christmas on December 3, 2021
- Attended Mountain View quilter presentation at the museum on December 6, 2021

Councilor Roberts

- Attended tour of Water Commission Plant on November 29, 2021
- Enjoyed Carstairs Crazy Christmas on December 3, 2021

Councilor Wilcox

- Attended Carstairs Public Library Board meeting on November 16, 2021
- Attended Mountain View Regional Waste Commission meeting on November 29, 2021

- Attended CCDEP meeting on December 1, 2021
- Attended Carstairs Crazy Christmas on December 3, 2021
- Attended Chamber of Commerce meeting on December 10, 2021

Mayor Colby

- Attended tour of the Water Commission Plant on November 29, 2021
- Participated in Carstairs Crazy Christmas on December 3, 2021
- Met with RCMP on December 2, 2021

Motion 407/21 Motion by Councilor Ball to accept all Councilor Reports as information.
CARRIED

CORRESPONDENCE: Nil

CAO’S REPORT: Nil

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD: Nil

MEDIA QUESTION PERIOD: Nil

CLOSED MEETING SESSION: Nil

NEXT MEETING: Monday, January 10, 2022

ADJOURNMENT:

Motion 408/21 Motion by Councilor Wilcox to adjourn the meeting of December 13, 2021, at 7:58 p.m.
CARRIED

Lance Colby, Mayor

Carl McDonnell, CAO

Alberta Regional Rail

**Future
Transportation
in the
Edmonton –
Calgary
Corridor**

Overview

- Why Do People Travel?
- Current Trends
- Why Regional Rail?
- Alternatives To Building Regional Passenger Rail
- Alberta Regional Rail
- Examples In North America



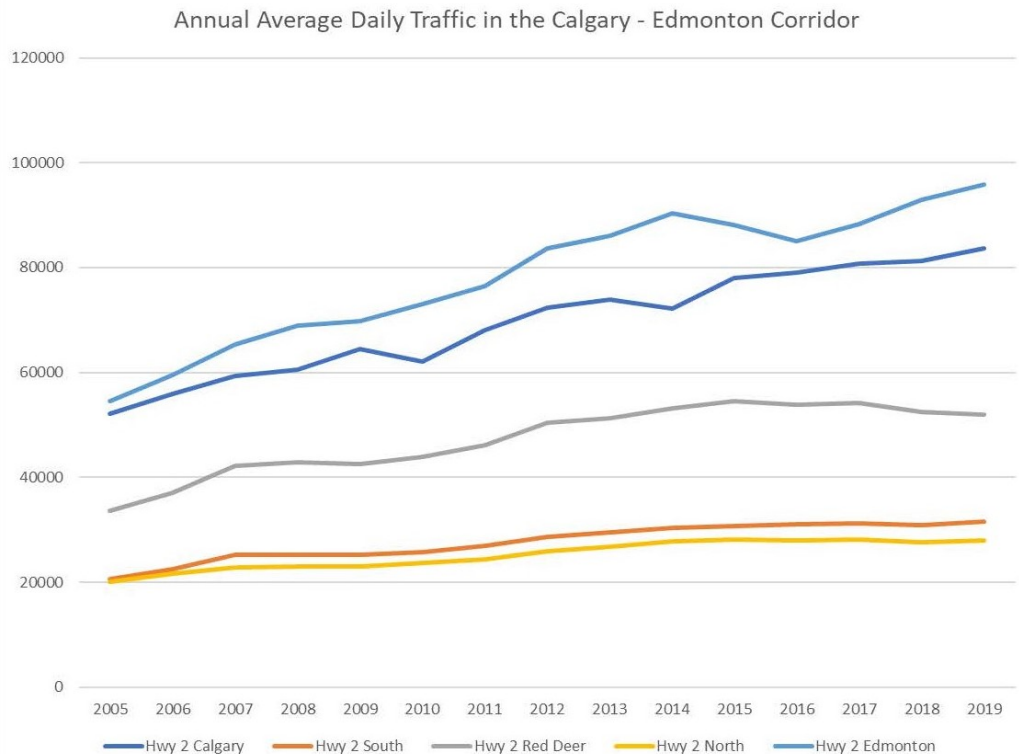
Why Do People Travel?

Transit connected communities allow parents to work in the big city, and allow kids to ride their bikes on the street. Investment in rail transit will reduce commute times, decrease air pollution, and improve the lives of residents in the Calgary – Edmonton corridor.

Current Trends

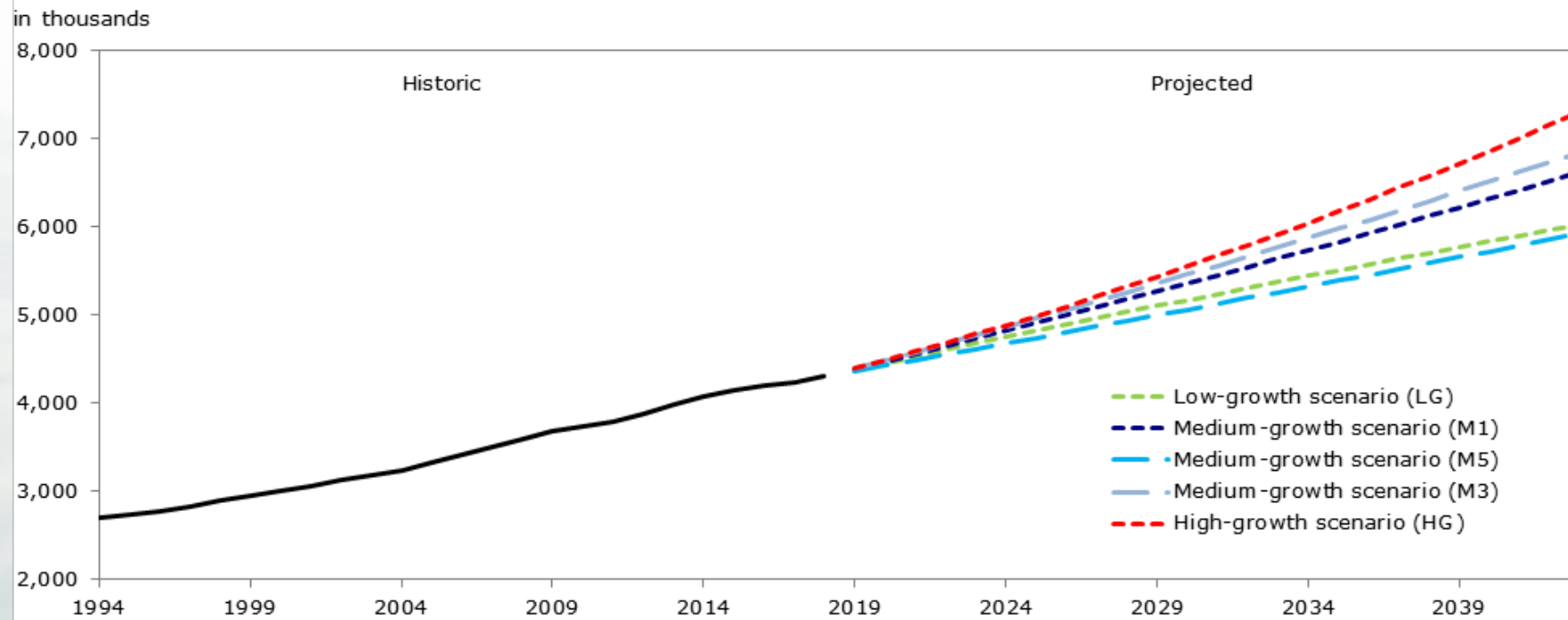
Average Annual Daily Traffic in the Calgary-Edmonton corridor

- 31,110 vehicles per day south of Red Deer
- 27,470 vehicles per day north of Red Deer
- 51,940 vehicles per day through Red Deer
- 106,550 vehicles per day into Calgary
- 112,420 vehicles per day into Edmonton



Current Trends

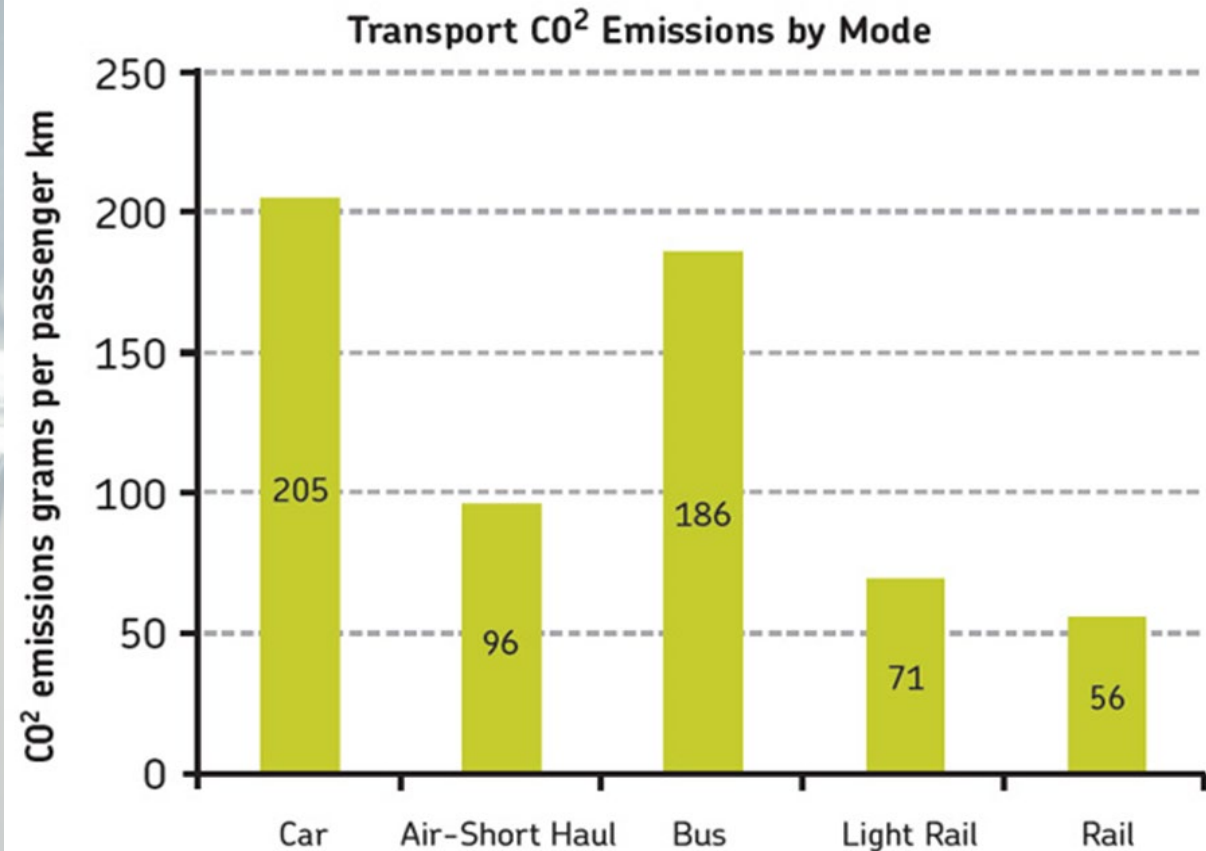
Figure 3.17
Population, historic (1994 to 2018) and projected (2019 to 2043) according to selected scenarios, Alberta



Source: Statistics Canada, Demography Division.

Why Regional Rail?

- High speed is not a prerequisite.
- Rail infrastructure already in place, resulting in infrastructure cost savings.
- Intensifying use of existing transportation corridor.
- Reducing expansion of highways and consumption of land.



Why Regional Rail?

Customers who switch from automobile to train would benefit from:

- Cost savings, because car operation is typically more expensive than train fares
- Time savings in rush hour, as trains can travel at a higher speed than the equivalent road
- Higher productivity, because the time spent on a train can be used to carry out other tasks
- Lower stress levels, which can also improve productivity

Why Regional Rail?

Residents in the Calgary – Edmonton corridor would benefit from:

- New transportation options
- Congestion relief on main roads
- Air quality benefits
- Promote alternative living/employment choices for regional residents.

Those who cannot, or do not, drive would benefit from:

- Better transportation options, particularly for those who live at a distance from their workplaces, young people, members of lower-income households, and those who cannot drive because of age or disability
- Access to affordable transit that covers the region

Why Regional Rail?

- Induced demand
- Tourism
- Special trains
- Safe ride home



www.clipartof.com • 438545

Family day trip
to the mountains

OR



www.shutterstock.com • 1044333961

LET THE TRAIN TAKE THE STRAIN

Alberta Regional Rail

www.albertaregionalrail.com

Alternatives to building regional rail

- Highway expansion
- Regional commuter bussing.
- Bus lanes/High Occupancy Vehicle lanes.

Flatiron Flyer, Boulder-Denver on US36, Colorado USA

- Bus every 15 mins during peak hours.
- 59 buses for \$39million.
- 32km HOV lanes on US36 costing \$873million.

Highway Construction Costs

Highway construction cost – 2006 Federal Highways Association:

- \$2.5 - \$7.4 million per lane-km in rural areas
- \$3.9 - \$15.8 million per lane-km in urban areas
- \$13.6 - \$60.7 million per lane-km with restrictions

Calgary ring road estimate, \$7.5 million per lane-km.

Alberta Regional Rail

Establish a rail network in the Calgary – Edmonton corridor, connecting all the towns and cities, providing an integrated transport network.

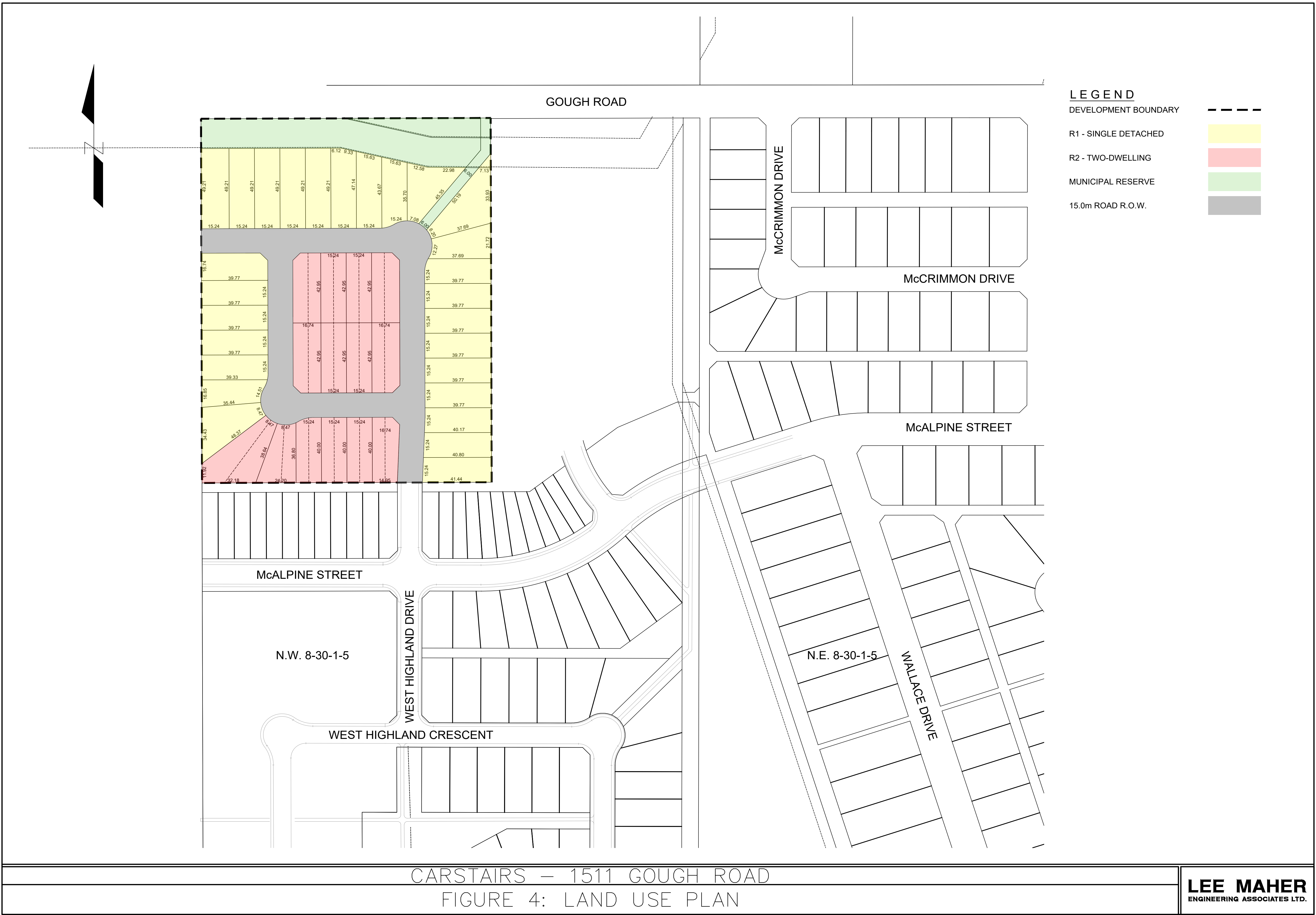
- Utilizing existing rail rights of way, upgrading, and where required, straightening track to allow for higher speeds.
- Twinning track on high volume routes to allow an increased rate of traffic flow.
- Building stations in urban areas in order to enhance communities.
- Connect in with other local transport infrastructure in order to create an integrated transport network.
- Electrification of lines that are separated from the main lines to reduce noise, improve efficiency and lower emissions.

Alberta Regional Rail

- Use existing railroad right of way.
- Use CFR compliant rolling stock.
- Infrastructure cost:
 - Twinned track \$7million per km
 - 2-lane road bridge \$10million
 - Bow river bridge \$45million
 - Stations \$25million
- Funding, P3 via access to existing funding programs:
 - Alberta Community Transit Fund
 - New Building Canada Fund
 - Canadian Infrastructure Bank

Examples in North America

- West Coast Express, Vancouver BC
 - Weekday ridership 9,900
 - Loco + Bilevel cars
- FrontRunner, Salt Lake City UT
 - Weekday ridership 19,200
 - Loco + Bilevel cars
- Trinity Railways Express, Dallas – Fort Worth TX
 - Weekday ridership 6,800
 - Loco + Bilevel cars
- New Mexico Rail Runner Express, Albuquerque – Santa Fe NM
 - Weekday ridership 2,600
 - Loco + Bilevel cars
- Northstar, Minneapolis MN
 - Weekday ridership 2,700
 - Loco + Bilevel cars
- GO Train, Toronto ON
 - Weekday ridership 217,500 (7 lines)
 - Loco + Bilevel cars



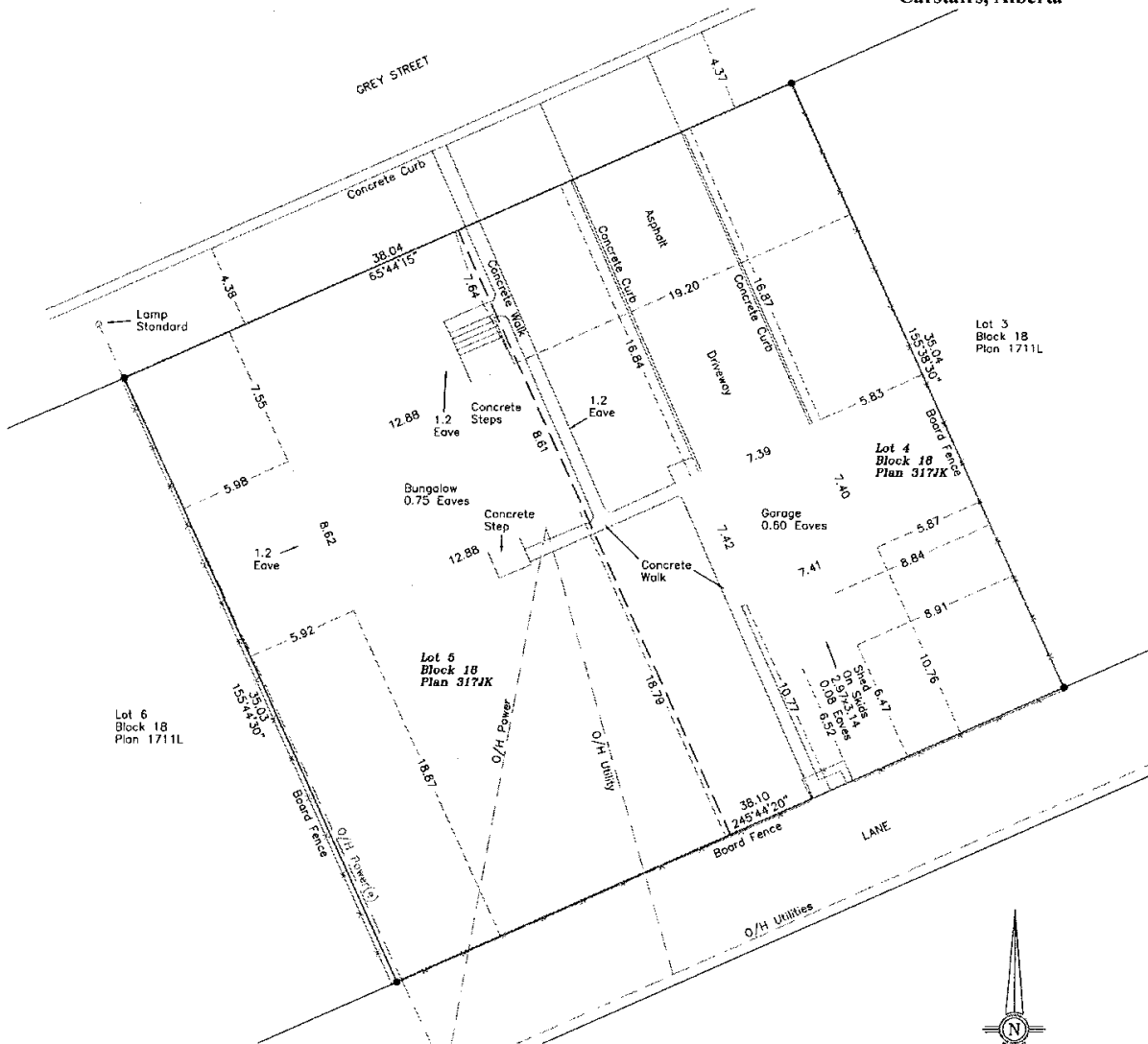
ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT - PLAN

This plan is page 2 of a Real Property Report and is ineffective if it is detached from page 1.

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Legal Description: Lots 4 & 5 Block 18 Plan 317JK

Civic Address: 1219 Grey Street
Carstairs, Alberta



ENCUMBRANCES:

Registration No. Particulars

No Registrations

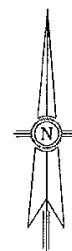
LEGEND:

1. Unless otherwise noted, measurements are made to the extent of the exterior walls
2. Distances are shown in metres and decimals thereof
3. Statutory Iron Posts are shown thus... ●
4. Calculated points are shown thus... △
5. (e) denotes encroachment
6. Eaves are dimensioned to the line of the fascia
7. Unless otherwise noted, fences are shown within 0.20m of Property Lines



Scale : 1:300 Drawn: RLJ
File No. : 21-627

**SexSmith
Surveys Ltd.**
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**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
TUESDAY, DECEMBER 21, 2021, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Allan, Ball, and Ratz, CAO Carl McDonnell, Director of Emergency Services Rob McKay, and Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby

CALL TO ORDER: Councilor Ball called the meeting of December 21, 2021 to order at 7:25 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Allan to adopt the agenda of December 21, 2021 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Ratz to adopt the minutes of November 15, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: Nil

DELEGATIONS: Nil

NEW BUSINESS: Whistle Cessation Assessment

CAO McDonnell gave an overview of the Whistle Cessation Assessment.

Motion by Councilor Allan to accept the Whistle Cessation Assessment as information and forward onto council for review.

CARRIED

REPORTS:

1. Financial Reports

CAO McDonnell gave an update on the Financial Reports for the months ending in November 30, 2021

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

Motion by Councilor Ratz to accept all Financial Reports as information and to circulate to Council

CARRIED

2. Development Reports

CAO McDonnell gave an update on the Development Reports.

- a. Building Permit Listing
- b. Compliance Listing

Motion by Councilor Allan to accept the Development Reports as information.

CARRIED

3. City Wide Protective Services Monthly Reports

a. Fire Reports

- CAO McDonnell gave an update on Fire Reports.

b. Bylaw Reports

c. Combined Reports

- Director McKay gave an update on Bylaw and Combined Reports.

Motion by Councilor Ratz to accept the CityWide Protective Services Monthly Reports as information.

CARRIED

4. Quarterly Reports

a. Royal Canadian Mounted Police (R.C.M.P.)

- Nothing report at this time.

b. Citizens on Patrol (COP)

- Nothing report at this time.

5. Emergency Services

a. Carstairs Emergency Management Agency (CEMA) Report

- Director McKay provided an update on and overview of CEMA
- The Committee agreed that a Table top exercise to be planned for the New Year.
- Next meeting is on January 13, 2022.

b. Alberta Emergency Management Agency (AEMA) Report

- Nothing to report at this time.

c. Emergency Services Idaho Alley Speed Review

- Director McKay spoke to the speed review done on the back alley behind Idaho Street. Committee recommendation is to place signage at both ends of the alley.

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

CARRIED

6. Personnel Evaluations

- No evaluations at this time.

CORRESPONDENCE: Nil

GENERAL DISCUSSION: Nil

NEXT MEETING: Next meeting will be January 18, 2022 at 7:30 a.m.

ADJOURNMENT:

Motion by Councilor Ratz to adjourn the meeting of December 21, 2021, at 8:03 a.m.

CARRIED

Councilor Ball, Chairperson

Carl McDonnell, CAO

**MINUTES OF THE STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
MONDAY, DECEMBER 13, 2021, 5:00PM
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, and Wilcox, CAO Carl McDonnell, and Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Councilor Roberts called the meeting of December 13, 2021 to order at 5:20 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ball to adopt the agenda of December 13, 2021, as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Fricke to adopt the minutes of November 22, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: 2022 budget
- CAO McDonnell gave an overview on the budget and how to carry it into 2022.

**CLOSED MEETING
SESSION:**

Motion by Councilor Wilcox that Council closes the meeting to the Public at 5:21 p.m. to discuss closed meeting items.

CARRIED

Motion by Councilor Allan to come out of the closed meeting session at 6:34 p.m.

CARRIED

DELEGATIONS: Nil

NEW BUSINESS: Nil

REPORTS:

1. Committee Plans and Reports

a) 2021 Work Plan
- Nil

b) 2021 Internal Annual Report
- Nil

c) 2021 Committee Worksheet
- Nil

2. Financial Reports

a) Summary Report
- CAO McDonnell Spoke to the summary report

b) Financial Report

- CAO McDonnell reviewed the revenue, debts and reserves.

c) Revenue and Expense Report

- CAO McDonnell reviewed the Revenue and Expense report.

d) Capital Projects Report

- CAO McDonnell gave an overview of the Capital Projects completed year to date and those outstanding.

e) Loans and Debentures

- CAO McDonnell gave an overview of the Loans and Debentures.

Motion by Councilor Ball to accept the Financial Reports as information.

CARRIED

3. Development Reports

a) Building Permit Listing

- Nil

b) Compliance Listing

- Nil

4. Planning Reports:

a) Subdivision

- Nothing to report at this time.

b) Municipal Development Plan (MDP)

- Nothing to report at this time.

c) Planning Procedures

- Nothing to report at this time.

5. Carstairs Community Golf Course

- Nothing to report at this time.

6. Plans and Studies

a) Asset Plan

- Nothing to report at this time.

b) Recreation and Culture Master Plan

- Nothing to report at this time.

7. Audits

- Interim Audit will be on December 16 and December 17, 2021.

8. Budget

- Nil

CORRESPONDENCE: Nil

GENERAL DISCUSSION: Nil

Strategic Planning & Corporate Affairs Committee Meeting – December 13, 2021

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NEXT MEETING: Monday, January 24, 2022, at 5:30p.m.

ADJOURNMENT: Motion by Councilor Allan to adjourn the meeting of December 13, 2021,
at 6:41 p.m.

CARRIED

Councilor Roberts, Chair Person

Carl McDonnell, CAO

**MINUTES OF THE EXTERNAL RELATIONS COMMITTEE
THURSDAY, DECEMBER 16, 2021, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Allan, Ratz, and Wilcox, CAO Carl McDonnell, and Executive Assistant Kayleigh Van Es.

ABSENT: Mayor Colby

CALL TO ORDER: Councilor Allan called the meeting of December 16, 2021, to order at 7:28 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ratz to adopt the agenda of December 16, 2021 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Wilcox to adopt the minutes of November 10, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: Nil

DELEGATIONS: Nil

NEW BUSINESS: Nil

REPORTS:

1. Work Plan

Updated work plan:

- Priority to meet with Crossfield & Didsbury first to discuss possible pilot projects
- Schedule meeting with Crossfield in January
- Schedule Meeting with Didsbury in February
- Meetings with Mountain View County can hold off as ICC meetings will suffice
- Hockey and other Sporting teams to post games on the website calendar
- Look into options for acquiring more Doctors
- Schedule meeting with RCMP once census numbers have been received
- Master rec plan forwarded to Strategic Planning Committee

2. Internal Annual Report

-No Changes

3. Stakeholders Calendar

-Nil

4. Community Organizations

- Schedule meeting with the Racetrack to develop a relationship and possibility of getting the CCDEP and Chamber of Commerce involved
- Check-ins with other groups such as IODE, Legion, the Lions, Rodeo and AG society
- Round table meetings haven't been held due to covid-19

External Relations Committee Meeting – December 16, 2021

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5. Regional Organizations

-Nil

6. Communications

-Decided against a full page ad in the newspaper. There are other cheaper venues for advertising

Motion by Councilor Ratz to accept all Reports as information.

CARRIED

**CONFERENCES &
RESOLUTIONS:**

Nil

CORRESPONDENCE:

Nil

GENERAL DISCUSSION:

Nil

NEXT MEETING:

January 20, 2022, at 7:30 a.m.

ADJOURNMENT:

Motion by Councilor Wilcox to adjourn the External Relations meeting of December 16, 2021, at 8:26 a.m.

CARRIED

Councilor Allan, Chairperson

Carl McDonnell, CAO

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE
TUESDAY, DECEMBER 14, 2021, 7:30A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Fricke, Roberts, and Wilcox, CAO Carl McDonnell,, Director of Community Services Paula Schmick-Roy, Lori King and Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby

CALL TO ORDER: Councilor Fricke called the meeting of December 14, 2021 to order at 7:35 a.m.

CARRIED

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Roberts to adopt the agenda of December 14, 2021 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Wilcox to adopt the minutes of November 9, 2021 as presented.

CARRIED

UNFINISHED BUSINESS: Nil

DELEGATIONS: **1. FCSS 2022 Funding Applications – Lori King**

King gave an overview of the FCSS 2022 Funding Applications.

BYLAWS & POLICIES: Nil

NEW BUSINESS: Nil

MONTHLY REPORTS: **1. 2021 Committee Work Plan**
- Nil

2. 2021 Internal Annual Report
- Nil

QUARTERLY REPORTS: **1. Agreements Listing**
- Nil

QUARTERLY FACILITY REPORTS – CITY WIDE: **1.Carstairs Memorial Arena**
- Nil

2. Carstairs Community Hall
- Nil

3. Parks and Naturalized Areas
- Nil

4. Carstairs Campground
- Nil

ANNUAL REPORTS: **1. Town of Carstairs Governance Policy**
- Nil

Policy & Governance Committee Meeting – December 14, 2021

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2. Town of Carstairs Corporate Governance Strategies

- Nil

3. FCSS Funding Internal Summary

- Nil

4. FCSS report

- Under delegations

CORRESPONDENCE: Nil

GENERAL DISCUSSION: Nil

NEXT MEETING: January 11, 2022, at 7:30 a.m.

ADJOURNMENT: Motion by Councilor Roberts to adjourn the Policy & Governance Committee meeting of December 14, 2021, at 9:14 a.m.

CARRIED

Councilor Fricke, Chairperson

Carl McDonnell, CAO