

**MINUTES OF THE COUNCIL ORGANIZATIONAL MEETING
MONDAY, OCTOBER 25, 2021 AT 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

PRESENT: Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts and Wilcox, CAO Carl McDonnell, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Willisroft, and Recording Secretaries Kayleigh Van Es and Amy Phillips

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the Council Organizational meeting of October 25, 2021, to order at 6:57 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ball to adopt the Council Organizational agenda of October 25, 2021 as amended.
CARRIED

SELECTION OF DEPUTY MAYOR: Motion by Councilor Ratz to elect Councilor Allan as the Deputy Mayor.
CARRIED

APPOINTMENT OF DATES, TIME, AND PLACE FOR COUNCIL:

1. Regular Council Meetings

- Regular Council meetings will take place on the second and fourth Monday of each month. If Monday is a holiday, then the meeting is moved to Tuesday. There will be only one meeting during the months of July, August, and December.

- Council meeting dates are as follows:

- November 8 and November 22, 2021.
- December 13, 2021.
- January 10 and January 24, 2022.
- February 14 and February 28, 2022.
- March 14 and March 28, 2022.
- April 11 and April 25, 2022.
- May 9 and May 24, 2022.
- June 13 and June 27, 2022.
- July 11, 2022.
- August 22, 2022.
- September 12 and September 26, 2022.
- October 11 and October 24, 2022.

Motion by Councilor Allan to accept the dates of the regular Council meetings to be the second and fourth Monday of each month, unless it falls on a holiday, then meeting will move to Tuesday.
CARRIED

2. Time and Place

- Regular Council meetings will be held at 7:00 p.m. in the Council Chambers at the Town Office.

Motion by Councilor Wilcox to set the time of the regular Council meetings to be held at 7:00 p.m. in Council Chambers at the Town Office.
CARRIED

SIGNING AUTHORITIES:

1. Mayor or Deputy Mayor with either CAO or Director of Corporate & Legislative Services

Motion by Councilor Fricke to authorize that the signing authorities on the Town of Carstairs accounts to consist of Mayor or Deputy Mayor with either CAO or Director of Corporate & Legislative Services.
CARRIED

COMMITTEES:**1. Legislative & Emergency Services Committee**

Motion by Councilor Roberts to appoint Councilors Allan, Ball, and Ratz to the Legislative & Emergency Services Committee.

CARRIED

2. Strategic Planning & Corporate Affairs Committee

Motion by Councilor Allan to appoint Councilors Ball, Fricke, and Roberts to the Strategic Planning Committee.

CARRIED

3. External Relations Committee

Motion by Councilor Roberts to appoint Councilors Allan, Ratz, and Wilcox to the External Relations Committee.

CARRIED

4. Policy & Governance Committee

Motion by Councilor Ball to appoint Councilors Fricke, Roberts, and Wilcox to the Policy and Governance Committee.

CARRIED

**APPOINTMENT OF
MEMBERS-AT-LARGE
TO COMMITTEES:****1. Municipal Planning Commission**

Motion by Councilor Ratz to appoint Councilors Allan, Ball, and Wilcox to the Municipal Planning Commission.

CARRIED

2. Director of Emergency Management

Motion by Councilor Wilcox to appoint Rob McKay as the Director of Emergency Management and Ernie Bradley as Deputy Director.

CARRIED

3. Carstairs Community Development & Economic Partnership

Motion by Councilor Fricke to appoint Councilor Wilcox and alternate Councilor Ratz to the Carstairs Community Development & Economic Partnership.

CARRIED

4. Subdivision & Development Appeal Board

Motion by Councilor Ball to appoint Councilors Fricke, Ratz, and Roberts to the Subdivision & Development Appeal Board.

CARRIED

5. Carstairs Library Board

Motion by Councilor Roberts to appoint Councilor Wilcox and alternate Councilor Fricke to the Carstairs Library Board.

CARRIED

**APPOINTMENT OF
COUNCIL
REPRESENTATION:****1. Municipal Area Partnership**

Motion by Councilor Wilcox to appoint Mayor Colby and alternate Councilor Allan to the Municipal Area Partnership.

CARRIED

2. Mountain View Regional Water Commission

Motion by Councilor Ratz to appoint Mayor Colby and alternate Councilor Roberts to the Mountain View Regional Water Commission.

CARRIED

3. Mountain View Regional Waste Commission

Motion by Councilor Fricke to appoint Councilor Wilcox and alternate Councilor Ball to the Mountain View Regional Waste Commission.

CARRIED

4. Mountain View Senior Housing Authority

Motion by Councilor Allan to appoint Councilor Ratz and alternate Councilor Fricke to the Mountain View Seniors' Housing Authority.

CARRIED

5. Parkland Regional Library

Motion by Councilor Ratz to appoint Councilor Wilcox and alternate Councilor Fricke to the Parkland Regional Library Board.

CARRIED

6. Inter-Municipal Collaboration Committee

Motion by Councilor Roberts to appoint Mayor Colby and Councilors Allan and Ball to the Inter-municipal Collaboration Committee.

CARRIED

TOWN APPOINTMENTS:**1. Solicitors**

Motion by Councilor Wilcox to appoint MacPherson, Leslie, & Tyerman LLP as the solicitor for the Town of Carstairs.

CARRIED

2. Planners

Motion by Councilor Allan to appoint ISL Engineering and Land Services as the planners for the Town of Carstairs.

CARRIED

3. Building Inspector

Motion by Councilor Fricke to appoint IJD Inspections Ltd. as the building inspector for the Town of Carstairs.

CARRIED

4. Engineers

Motion by Councilor Ball to appoint CIMA Canada Inc. as the engineers for the Town of Carstairs.

CARRIED

5. Assessor

Motion by Councilor Roberts to appoint Wild Rose Assessment Service as the assessor for the Town of Carstairs.

CARRIED

6. Auditors

Motion by Councilor Ratz to appoint Ascend LLP Chartered Accountants as the auditors for the Town of Carstairs.

CARRIED

ADJOURNMENT:

Motion made by Councilor Allan to adjourn the Council Organizational meeting of October 25, 2021, at 7:06 p.m.

CARRIED



Mayor, Lance Colby



CAO, Carl McDonnell