

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 25, 2023, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, & Wilcox, Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair & Executive Assistant Kayleigh Van Es

**ABSENT:** Councilor Roberts

**CALL TO ORDER:** Mayor Colby called the meeting of Monday, September 25, 2023, to order at 7:00 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:**

Motion 303/23                      Motion by Councilor Ball to adopt the Regular Council agenda of September 25, 2023, as presented. **CARRIED**

**ADOPTION OF PREVIOUS MINUTES:**

Motion 304/23                      Motion by Councilor Fricke to adopt the Regular Council minutes of September 11, 2023, as presented. **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** Nil

**DELEGATIONS:** Nil

**BYLAWS & POLICIES:** **1. Policy No. 61-001-23 Carstairs Construction & Infrastructure Design Standards-Amended**  
Councilor Fricke spoke to the changes stating that the policy was recommended for approval by Council at the Policy & Governance Committee.

Motion 305/23                      Motion by Councilor Ratz to adopt Policy No. 61-001-23 Carstairs Construction & Infrastructure Design Standards as amended. **CARRIED**

**2. Bylaw No. 2046 Tax Penalties Bylaw**  
Councilor Fricke spoke to the new Bylaw, the Bylaw was recommended for approval by Council at the Policy & Governance Committee.

Motion 306/23                      Motion by Councilor Wilcox to give first reading of Bylaw No. 2046 Tax Penalties Bylaw as presented. **CARRIED**

Motion 307/23                      Motion by Councilor Allan to give second reading of Bylaw No. 2046 Tax Penalties Bylaw as presented. **CARRIED**

Motion 308/23                      Motion by Councilor Ball to move to third and final reading of Bylaw No. 2046 Tax Penalties Bylaw as presented. **UNANIMOUSLY CARRIED**

Motion 309/23                      Motion by Councilor Ratz to give third and final reading of Bylaw No. 2046 Tax Penalties Bylaw as presented. **CARRIED**

**NEW BUSINESS:** **1. Carstairs Public Library Board Appointment-Donna Maxwell**

Motion 310/23                      Motion by Councilor Wilcox to appoint Donna Maxwell to the Carstairs Public Library Board for a 3 year term. **CARRIED**

**2. HSS Grads-Letter of Request**  
R. Blair spoke to the request from 2024 Grads requesting to rent the Carstairs Community Hall at a discounted rate for the Halloween Cabaret on October 28, 2023 and the Spring Cabaret on March 16, 2024. A previous council motion states that HSS grads would not be available for a discount until 2026.





Councilor Allan stated that there is a policy in place for a reason; the grads are given plenty of amenities for free.

Councilor Wilcox stated that while she would love to grant the grads a discounted rate, it would be out of Policy.

Motion 311/23

Motion by Councilor Wilcox to direct administration to send a letter in response to the HSS Grad letter of request.

**CARRIED**

**3. Parkland Regional Library System 2024 Proposed Budget**

Councilor Wilcox spoke to the proposed budget, suggesting that Council not approve the budget. Councilor Wilcox did not vote in favor at the recent board meeting.

Motion 312/23

Motion by Councilor Wilcox to approve the Parkland Regional Library System 2024 proposed budget

**DEFEATED**

**COMMITTEE REPORTS:**

**1. Legislative & Emergency Services Committee**

- Councilor Ball gave a verbal report of the meeting on September 19, 2023, minutes were reviewed. Next meeting November 2023.

**2. Strategic Planning & Corporate Affairs Committee**

- Next meeting to be scheduled November 2023.

**3. Policy & Governance Committee**

- Councilor Fricke gave a verbal report of the meeting on September 21, 2023, minutes were reviewed. Next meeting November 2023.

**4. Mountain View Regional Waste Commission**

- Councilor Wilcox gave a verbal report of the meeting on September 25, 2023. Stating that Greg Harris stepped down as chair. Next meeting October 24, 2023.

**5. Mountain View Regional Water Commission**

- Mayor Colby gave a verbal report of the meeting on September 13, 2023. The Commission is ready for winter, and in the process of budget deliberations.

**6. Mountain View Seniors' Housing**

- Councilor Ratz gave a verbal report of the meeting on September 21, 2023. Reviewed draft operating budget, and policies. Next meeting October 19, 2023.

**7. Municipal Area Partnership**

- Next meeting October 18, 2023.

Motion 313/23

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

**CARRIED**

**COUNCILOR REPORTS:**

**Councilor Allan**

- September 15, 2023 attended the Premier Smith Tornado Meet & Greet.
- September 19, 2023 attended the Legislative & Emergency Services Committee meeting.
- September 19, 2023 attended a meeting with the R.C.M.P. to discuss regional policing.

**Councilor Ball**

- September 19, 2023 attended the Legislative & Emergency Services Committee meeting.

**Councilor Fricke**

- September 14, 2023 attended the MVSH Annual Golf Tournament. With Mayor Colby, Councilor Roberts, and Kirk Willisroft.
- September 15, 2023 attended the Premier Smith Tornado Meet & Greet.
- September 19, 2023 attended the Carstairs Chamber of Commerce Meeting.
- September 21, 2023 attended the Policy & Governance meeting.
- September 21, 2023 attended the Female Elected Officials networking event in Airdrie.
- September 24, 2023 attended the Mountain View Moccasin House Blanket Ceremony held at the Carstairs Library.

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**Councilor Ratz**

- September 14, 2023 attended the MVSH Annual Golf Tournament.
- September 15, 2023 attended the Premier Smith Tornado Meet & Greet.
- September 19, 2023 attended the Legislative & Emergency Services Committee meeting.
- September 21, 2023 attended the Mountain View Seniors Housing Board Meeting and ASCHA meeting.

**Councilor Roberts**

- Absent

**Councilor Wilcox**

- September 14, 2023 attended the Parkland Regional Library Board Meeting.
- September 15, 2023 attended the Premier Smith Tornado Meet & Greet.
- September 19, 2023 attended the Carstairs Public Library board meeting, discussed Policies and Budget.
- September 21, 2023 attended the Policy & Governance meeting.
- September 24, 2023 attended the Mountain View Moccasin House Blanket Ceremony held at the Carstairs Library.
- September 25, 2023 attended the Mountain View Regional Waste Commission meeting.

**Mayor Colby**

- September 13, 2023 attended the Mountain View Regional Water Commission meeting.
- September 14, 2023 attended the MVSH Annual Golf Tournament.
- September 15, 2023 attended the Premier Smith Tornado Meet & Greet.
- September 19, 2023 attended a meeting with the R.C.M.P. to discuss regional policing.

Motion 314/23

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

**CARRIED****CORRESPONDENCE:**

Nil

**CAO'S REPORT:**

- September 13, 2023 met with Evolution AV regarding the audiovisual system, received quotes, and will review them after the convention.
- September 19, 2023 met with R.C.M.P. to discuss regional policing. Carstairs has a population of over 5000 people, need to look at building a detachment. Will meet again in Edmonton at the AB municipalities' conference.
- Internal discussions of a new payroll service
- Met with Stantec to discuss the water reservoir. The site has changed and will receive an estimate within the next week.
- Paving is complete on Idaho; very good feedback; after inspection the job was well done.
- Dredging of the lagoon finished on Friday; more than 45,000m<sup>3</sup> of sludge was removed, will receive the final invoice soon.
- Releasing at the lagoon until October 3, test results are great.
- Technical requirements for TELUS for fibre line; no schedule yet but hoping before snow.

Motion 315/23

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

**CARRIED****COUNCILOR CONCERNS:****1. Councilor Allan**

Received a concern regarding house builders; the concern has been addressed.

**2. Councilor Wilcox**

Received a comment on the Carstairs Community Golf Course stating that the course is in the best condition they have seen and an amazing value.

Bondar gate residents were concerned about the dirt level behind their fence. R. Blair stated that this pile is temporary and is part of the process of cutting and filling; the dirt will not be there permanently.

**3. Councilor Fricke**

Received an inquiry regarding the commuter survey. As well as an inquiry regarding leasing costs.

Motion 316/23

Motion by Councilor Allan to accept Councilor Concerns as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

**Charles Wesley Jo-Stonebridge Glen Condo Association**

Resident of Villas at Stonebridge Glen met with Kirk Williscroft on September 11, 2023, to discuss the possibility of the town installing a walkway through the condo site for access to the Mandalay subdivision. After a board meeting on September 14, 2023, the Condo Board canvassed unit owners within the Villas. Twenty (20) out of twenty-six (26) residents at the villas rejected the proposal for the proposed pathway.

Motion 317/23

Motion by Councilor Fricke to accept Public Question Period as information.

**CARRIED**

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING:**

**CONFIDENTIAL** *Section 107 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).*

Motion 318/23

Motion by Councilor Allan that Council close the meeting to the public to discuss disclosures harmful to personal privacy as per Section 17.1, FOIP, at 7:33 p.m.

**CARRIED**

Motion 319/23

Motion by Councilor Ball to come out of the closed meeting session at 8:07 p.m.

**CARRIED**

**NEXT MEETING:**

Tuesday, October 10, 2023 at 7:00 p.m.

**ADJOURNMENT:**

Motion 320/23

Motion by Councilor Ball to adjourn the meeting of September 25, 2023, at 8:08 p.m.

**CARRIED**



Lance Colby, Mayor



Rick Blair, CAO