

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, OCTOBER 27, 2025, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

<b>ATTENDEES:</b>	Mayor Allan; Councilors Ball, Fricke, Roberts, Selanders & Wilcox; Director of Legislative & Corporate Services Shannon Allison; Director of Planning & Development Kirk Willisroft; CAO Rick Blair & Executive Assistant Kayleigh Van Es
<b>ABSENT:</b>	Cam Tolley
<b>CALL TO ORDER:</b>	Mayor Allan called the meeting of Monday, October 27, 2025, to order at 7:00 p.m.
<b>ADDED ITEMS:</b>	<b>1. Letter from Terry Welland to New Business 8.b</b>
<b>ADOPTION OF AGENDA:</b> Motion 305/25	Motion by Councilor Wilcox to adopt the Regular Council agenda of October 27, 2025, as amended. <b>CARRIED</b>
<b>ADOPTION OF PREVIOUS MINUTES:</b> Motion 306/25	Motion by Councilor Ball to adopt the Regular Council Meeting minutes of October 14, 2025, as presented. <b>CARRIED</b>
<b>BUSINESS ARISING FROM PREVIOUS MEETING:</b>	Nil
<b>DELEGATIONS:</b>	Nil
<b>BYLAWS &amp; POLICIES:</b>	<b>1. Bylaw No. 2063 Reservoir Service Line Borrowing Bylaw</b> S. Allison spoke to the new Bylaw, noting that it is being brought forward for First Reading. The borrowing bylaw pertains to the lateral service line worth \$1.5 million for the Water Reservoir project.
Motion 307/25	Motion by Councilor Wilcox to give first reading of Bylaw No. 2063 Reservoir Service Line Borrowing Bylaw, as presented. <b>CARRIED</b>
<b>NEW BUSINESS:</b>	<b>1. Water Reservoir Update</b> K. Willisroft provided an update on the Carstairs Water Reservoir. Masonry work has been completed, and roof assembly is scheduled for this week. Once the roof is in place, interior work will begin. The gas line installation is planned for next week. All materials remain on schedule for delivery. Civil work continues, including trench compaction and pressure testing of the line to Kitstone. The lateral line project will proceed to tender shortly, with construction expected to begin at the end of the month. The reservoir project remains on budget and on schedule, with commissioning anticipated for June–July 2026.  Councilor Roberts asked for clarification regarding a photo showing a platform. K. Willisroft explained that the platform has since been covered to grade and will be topped with grass.  Mayor Allan inquired whether the generator door would be large enough; K. Willisroft confirmed it would.  Councilor Fricke asked about potential grant funding for shrubbery. CAO Blair advised that grants have not been pursued at this time.
Motion 308/25	Motion by Councilor Fricke to accept the Water Reservoir Update as information. <b>CARRIED</b>
	<b>2. Letter from Terry Welland</b> K. Willisroft received a letter from Mr. Welland. He will respond, advising that the Town will consult with its consultants and Council will be informed once a response has been provided.  Councilor Selanders suggested this would be a good opportunity to provide guidance on the process and to consider approaching the matter from a different perspective. CAO Blair confirmed that the issue has been addressed previously, with no resolution achieved.
Motion 309/25	Motion by Councilor Wilcox to accept letter from Terry Welland as information. <b>CARRIED</b>

**COMMITTEE REPORTS:**

- 1. Policies & Priorities Committee**
  - Next meeting TBD 2025.
- 2. Mountain View Regional Waste Commission**
  - Change in board chair
- 3. Mountain View Regional Water Commission**
  - TBD after Organizational Meeting.
- 4. Mountain View Seniors' Housing**
  - Council reviewed the key messages sent by the Board.
  - October 27, 2025, met with Deputy Minister D. Williams, D. Fulton, and S. Stilling regarding MVSH topics, including advocating for a seniors' facility, and more care in our existing facilities.
  - Next meeting November 6, 2025.

Motion 310/25

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

**CARRIED****COUNCILOR REPORTS:****Councilor Ball**

- October 24-26, 2025, attended Council Strategic Planning Retreat.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

**Councilor Fricke**

- October 16, 2025, attended the MVSH Staff Appreciation Event.
- October 17, 2025, hosted a Coffee, Cookies & Conversation at Roosters Café.
- October 17, 2025, attended the Carstairs Fire Hall for their annual Open House.
- October 24-26, 2025, attended Council Strategic Planning Retreat. Commending the staff for their hard work in making the Strategic Planning Retreat possible.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, met with Deputy Minister D. Williams regarding MVSH.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

**Councilor Roberts**

- October 24-26, 2025, attended Council Strategic Planning Retreat.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

**Councilor Selanders**

- October 24-26, 2025, attended Council Strategic Planning Retreat.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

**Councilor Wilcox**

- October 16, 2025, attended the Parkland Library Board meeting.
- October 17, 2025, attended the Carstairs Fire Hall for their annual Open House.
- October 20, 2025, attended the Carstairs Library Board meeting.
- October 24-26, 2025, attended Council Strategic Planning Retreat.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

**Mayor Allan**

- October 17, 2025, attended the Carstairs Fire Hall for their annual Open House.
- October 24-26, 2025, attended Council Strategic Planning Retreat.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the swearing-in ceremony and Organizational meeting prior to Council.

Motion 311/25

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

**CARRIED****CORRESPONDENCE:**

Nil

**CAO'S REPORT:**

- October 17, 2025, attended the Carstairs Fire Hall for their annual Open House.
- October 20, 2025, attended Carstairs Municipal Election as Secretary Returning Officer.
- October 22, 2025, Carstairs Feeder Main project update.
- October 23, 2025, Carstairs Reservoir Construction Site meeting.

- October 24-26, 2025, attended Council Strategic Planning Retreat. Lots of great conversation and bonding.
- October 27, 2025, attended Regional Council Orientation.
- October 27, 2025, attended the Swearing in ceremony and Organizational meeting prior to Council.
- Cleanup concern for a property has been reviewed and Council agreed to close the cleanup order.
- Planning and Development update: 40 new homes, 70 compliances.
- All staff has completed OH&S requirements for Audiometric testing.
- Will be away all day tomorrow for interviews for the Didsbury's RCMP detachment Commander.
- The Town Community Fall Turkey Supper was a huge success and was sold out, receiving lots of positive feedback. Thanks to volunteers and Lori for their hard work.

Motion 312/25

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

CARRIED

COUNCILOR COMMENTS: 1. Councilor Fricke

Received a note from candidate Cameron Falle sending his best wishes to the elected Council. She also mentioned that she is looking forward to the next four years.

2. Councilor Wilcox

Enjoyed attending the Regional Council Orientation session and suggested that Council consider the Policy for Council Attendance at Conferences before making any decisions. It was also advised that the policies for engagement, public participation, and social media be reviewed.

3. Councilor Ball

Congratulated all elected Council members, thanked all candidates for their participation, and encouraged them to stay active in the community. Expressed excitement for the upcoming four years.

4. Councilor Selanders

Thanked Administration and Council for a constructive session over the weekend, emphasizing that she is still absorbing the information provided and hopes to continue learning over the next four years.

5. Councilor Roberts

Echoed previous comments, expressing excitement for the next four years. Reported touring the Nautilus Pond, describing it as a fabulous location.

6. Mayor Allan

Extended congratulations to all members of Council, stating there is much to accomplish over the next four years and that it will be achievable with this dedicated group.

Motion 313/25

Motion by Councilor Wilcox to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

CLOSED MEETING:

Nil

NEXT MEETING:

Monday, November 10, 2025, at 7:00 p.m.

ADJOURNMENT:

Motion 314/25

Motion by Councilor Ball to adjourn the meeting of October 27, 2025, at 7:26 p.m.

CARRIED

  
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Dean Allan Mayor  
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Rick Blair, CAO