

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, MAY 13, 2024, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

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

**ABSENT:** Councilors Ball & Roberts

**CALL TO ORDER:** Mayor Colby called the meeting of Monday, May 13, 2024, to order at 7:00 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:**  
Motion 180/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of May 13, 2024, as presented. **CARRIED**

**ADOPTION OF PREVIOUS MINUTES:**  
Motion 181/24 Motion by Councilor Fricke to adopt the Regular Council minutes of April 22, 2024, as presented. **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** Nil

**DELEGATIONS:** Nil

**BYLAWS & POLICIES:**

**1. Bylaw No. 2052 Off-Site Levy 2024**  
R. Blair discussed the new Off-Site Levy Bylaw. All developers have reviewed the report and agree on its findings. K. Willisroft reported that the maximum rate was \$92,789 per hectare. To remain competitive with adjacent towns, the recommended rate would be \$71,000 per hectare.

Councilor Ratz agrees to maintain competition with neighboring communities.

Councilor Wilcox commented that it is noteworthy that storm offsite levies have reduced since the previous study. K. Willisroft reported that Mandalay and Kitstone ultimately took on some of the larger storm projects, allowing for the reduction.

Councilor Fricke found it fascinating that Carstairs serves nearly 13,000 people.

Motion 182/24 Motion by Councilor Allan to give first reading of Bylaw No. 2052 Off-Site Levy 2024, as presented. **CARRIED**

Motion 183/24 Motion by Councilor Ratz to give second reading of Bylaw No. 2052 Off-Site Levy 2024, as presented. **CARRIED**



Motion 184/24 Motion by Councilor Wilcox to move to third and final reading of Bylaw No. 2052 Off-Site Levy 2024, as presented. **UNANIMOUSLY CARRIED**

Motion 185/24 Motion by Councilor Fricke to give third and final reading of Bylaw No. 2052 Off-Site Levy 2024, as presented. **CARRIED**

**2. Bylaw No. 2044 Rates & Fees 2024-Amended**  
R. Blair stated that the current Rates & Fees Bylaw had to be consistent with the new Off-Site Levy Bylaws.

Motion 186/24 Motion by Councilor Wilcox to give first reading of Bylaw No. 2044 Rates & Fees Bylaw 2024, as amended. **CARRIED**

Motion 187/24 Motion by Councilor Fricke to give second reading of Bylaw No. 2044 Rates & Fees Bylaw 2024, as amended. **CARRIED**

Motion 188/24 Motion by Councilor Allan to move to third and final reading of Bylaw No. 2044 Rates & Fees Bylaw 2024, as amended.  
**UNANIMOUSLY CARRIED**

Motion 189/24 Motion by Councilor Ratz to give third and final reading of Bylaw No. 2044 Rates & Fees Bylaw 2024, as amended.  
**CARRIED**

**NEW BUSINESS:**

**1. RFD-New Unit 130**

The RFD plans to improve the Carstairs Fire Department's Motor Vehicle Collision Response by purchasing a 2019 Pierce Rescue Truck. The matter has been brought before the Inter-Municipal Collaboration Committee, and Mountain View County is in favor. The motion for approval will be presented to MVC Council on May 22, 2024. Fire Chief J. Schaffer is currently assessing the apparatus in Nova Scotia, and if all goes well, the RFD will approve the truck purchase.

Councilor Fricke asked for confirmation that this truck is a specialized rescue unit. R. Blair responded that, yes, it will be the specialized rescue vehicle, with the majority of the calls billed out as highway calls. Currently, the department must dispatch two pumper trucks to highway calls because one cannot carry all of the necessary rescue equipment.

Motion 190/24 Motion by Councilor Wilcox to partner with Mountain View County, sharing costs equally. Funding the town's portion through reserves and short-term borrowing.  
**CARRIED**

**2. Heritage Festival Parade Permit**

Council reviewed the parade route.

Motion 191/24 Motion by Councilor Ratz to accept the Heritage Festival Parade Permit as information.  
**CARRIED**

**COMMITTEE REPORTS:**

**1. Policies & Priorities Committee**

-Next meeting May 16, 2024.

**2. Mountain View Regional Waste Commission**

-Next Meeting June 22.

**3. Mountain View Regional Water Commission**

-Met May 8, 2024; next meeting June 19, 2024. Working on the ten-year capital budget. Continued discussions with the Drought Committee. CAO R. Blair states that the Planning & Priorities Committee meeting agenda will include a draft policy on water restrictions.

**4. Mountain View Seniors' Housing**

- April 25, 2024, Strategic Planning Retreat. May 9, 2024, Board meeting. The Rental Assistance Benefit (RAB) program has been gaining popularity. The RAB program is a component of the Provincial Government's Affordable Housing Strategy. Administration has been marketing Chinook Winds Lodge and has had some great outcomes. Chinook Winds Lodge will get \$160,000 for upgrades to the majority of its units. MVSH is revising its emergency response strategies. The Lodge review is complete and under evaluation by the government. Next meeting June 13th. Informing Council about the MVSH Golf Tournament on September 12, 2024. CAO Blair informed Council that he received an email from Urban Systems stating that phase 1 of the Housing Needs Assessment Study is almost complete.

**5. Red Deer River Municipal Users Group**

-Next meeting TBD

Motion 192/24 Motion by Councilor Ratz to accept all Committee Reports as information.  
**CARRIED**

**COUNCILOR REPORTS:**

**Councilor Allan**

- May 2, 2024, attended the ICC meeting.
- May 10, 2024, attended the Carstairs Neighborhood Party.
- May 4, 2024, attended the Carstairs Heritage Centre Open House.

**Councilor Ball**

-Absent.

**Councilor Fricke**

- April 25, 2024, attended MVSH Strategic Planning Retreat.
- April 27, 2024, attended the Mom & Tots Rummage Sale.
- May 4, 2024, attended the Carstairs Heritage Centre Open House.

- May 4, 2024, attended the Carstairs Elks Community Garage Sale.
- May 9, 2024, attended the MVSH Board meeting.
- May 10, 2024, attended the Carstairs Neighborhood Party.
- May 11, 2024, attended the Arbor Day celebration at the Carstairs Nature Space.

**Councilor Ratz**

- May 10, 2024, attended the Carstairs Neighborhood Party.

**Councilor Roberts**

- Absent

**Councilor Wilcox**

- April 25, 2024, attended an HSS Parent Presentation.
- Apr 24, 2024, met at the Carstairs Heritage Centre to develop a plan for Culture Days on September 15, 2024.
- HSS is planning to add Dance and STEAM to the academy curriculum.
- May 1, 2024 attended, the Mountain View County Shelter ground breaking ceremony in Olds.
- May 10, 2024, attended the Carstairs Neighborhood Party.
- May 11, 2024, attended the Arbor Day celebration at the Carstairs Nature Space.
- May 13, 2023, met again at the Carstairs Heritage Centre to develop a plan for Culture Days.

**Mayor Colby**

- May 2, 2024, attended the ICC meeting.
- May 8, 2024 attended the Mountain View Regional Water Commission meeting.
- May 10, 2024, attended the Carstairs Neighborhood Party.
- May 11, 2024, attended the Arbor Day celebration at the Carstairs Nature Space. Volunteers will plant another 1500 trees to add to the 5500 in total at the Carstairs Nature Space.

Motion 193/24

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

**CARRIED**

**CORRESPONDENCE:**

**1. Letter from Regional Director General Canadian Heritage**

Council reviewed the letter for the Celebrate Canada funding application. A \$1,920 grant will be provided to support its activities as part of the Celebration and Commemoration Program, Celebrate Canada Component.

Motion 194/24

Motion by Councilor Allan to accept the letter from Regional Director General Canadian Heritage for grant approval as information.

**CARRIED**

**2. Letter from the Minister of Canadian Heritage**

Council reviewed the letter.

Motion 195/24

Motion by Councilor Ratz to accept the letter from the Minister of Canadian Heritage as information.

**CARRIED**

**3. HSS Scholarship request**

Council reviewed the letter of request

Motion 196/24

Motion by Councilor Allan to approve the previous funding model for Hugh Sutherland School Scholarships.

**CARRIED**

**4. World Family Doctor Day Declaration**

Council reviewed the letter for the Declaration of Family Doctor Day.

Motion 197/24

Motion by Councilor Fricke to approve the declaration for World Family Doctor Day as presented.

**CARRIED**

**CAO'S REPORT:**

- April 24, 2024, met with Scarlett Ranch developers to discuss the Off-Site Levy increase.
- May 1, 2024, met with an architect and engineer regarding administrative office expansion.
- May 1, 2024, met with ISL for Planning & Engineering meeting.
- May 1, 2024, met with Kitstone developers.
- May 2, 2024, had a reservoir project meeting.
- May 2, 2024, had an ICC meeting.
- Current water reservoir has been inspected, showing a video of its condition.
- Received a request to sponsor the First Annual Carstairs and Community Chamber of Commerce Golf Tournament, with funds raised going back into the community.

Motion 198/24

Motion by Councilor Ratz to direct administration to facilitate a platinum sponsorship package for the First Annual Carstairs and Community Chamber of Commerce Golf Tournament.

**CARRIED**

-May 9, 2024, met with MeterCore regarding water meter replacement. Will be starting a pilot project of 250 units.

-May 10, 2024, attended the Carstairs Neighborhood Party.

Motion 199/24

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

**CARRIED**

**COUNCILOR CONCERNS: 1. Councilor Fricke**

Received an inquiry about the Stonebridge pathway, as well as a worry from a resident in Carriage Lane about earth moving on the rodeo grounds.

**2. Councilor Wilcox**

Received a query about the splash park opening. Also want an update on Census data. Currently 77% complete.

Motion 200/24

Motion by Councilor Allan to accept all Councilor Concerns as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

**1. Darrah Selanders**

Inquired where she could find the town's borrowing bylaws for the previous 12-24 months. S. Allison will get the bylaws to her.

**2. Erik Vester**

Had a question regarding water restrictions and the possibility of shutting off bulk water for farmers. CAO Blair explained that if the Water Commission puts drought restrictions in place, then the town has to follow them. Typically, bulk water stations, along with car washes, are shut down in Phase 3 or 4 of the drought protocol. This is to ensure the town has water for consumption and sanitation in severe drought conditions.

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING:**

**CONFIDENTIAL** Section 237 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 201/24

Motion by Councilor Wilcox that Council close the meeting to the public to discuss personnel as per Section 17 of FOIP at 7:42 p.m.

**CARRIED**

Motion 202/24

Motion by Councilor Fricke to come out of the closed meeting session at 7:57 p.m.

**CARRIED**

**NEXT MEETING:**

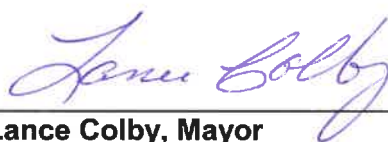
Monday, May 27, 2024 at 7:00 p.m.


**ADJOURNMENT:**

Motion 203/24

Motion by Councilor Allan to adjourn the meeting of May 13, 2024, at 7:58 p.m.

**CARRIED**

  
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Lance Colby, Mayor

  
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Rick Blair, CAO