

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, APRIL 14, 2025, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

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

**ABSENT:** Nil

**CALL TO ORDER:** Mayor Colby called the meeting of Monday, April 14, 2025, to order at 7:00 p.m.

**ADDED ITEMS:** 1. Fireman's Park-Don McCarthy & Gary Klassen to Delegations

**ADOPTION OF AGENDA:** Motion 107/25 Motion by Councilor Wilcox to adopt the Regular Council agenda of April 14, 2025, as amended. **CARRIED**

**ADOPTION OF PREVIOUS MINUTES:** Motion 108/25 Motion by Councilor Allan to adopt the Regular Council Meeting minutes of March 24, 2025, as presented. **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** Nil

**DELEGATIONS:** 1. Fireman's Park-Don McCarthy & Gary Klassen  
Residents living near Fireman's Park presented concerns to Council regarding the daycare's daily and disruptive use of the park. They reported that between 20 to 40 children use the space for over six hours a day, particularly during the spring through fall months, with what they feel is inadequate supervision—typically only three to four caregivers. The outhouse on site was described as consistently loud and odorous, especially in the summer, making it difficult for nearby residents to open their windows or enjoy their own yards. Residents also noted that the park's heavy usage by the daycare monopolizes the space, limiting its availability for other local families. Additional issues raised included disruptive behavior such as stone-throwing on pathways, increased traffic from parents being instructed to use the back alley for pickups, and general disturbance to the peace and privacy of surrounding homes. While they emphasized that they are not asking for the park to be closed, they would like to see more reasonable and shared use of the public space.

In response, Councilor Wilcox asked if the daycare had been approached about these concerns; the residents replied that they had, but no improvements resulted. He also acknowledged concerns about traffic safety and outhouse conditions. Councilor Roberts thanked the delegation and said the matter would be discussed. Mayor Colby assured the group that Council would review and address the concerns brought forward.

Motion 109/25 Motion by Councilor Fricke to accept Delegation from Don McCarthy & Gary Klassen regarding Fireman's Park as information. **CARRIED**

**BYLAWS & POLICIES:** 1. Bylaw No. 2061 Mill Rate Bylaw 2025  
Council reviewed the Bylaw, along with an alternate version that was presented to ensure complete transparency.

Council agreed to proceed with the Bylaw that outlines all components used to calculate the Mill Rate, thereby providing full transparency.

Motion 110/25 Motion by Councilor Ball to give first reading of Bylaw No. 2061 Mill Rate Bylaw 2025, as presented. **CARRIED**

Motion 111/25 Motion by Councilor Wilcox to give second reading of Bylaw No. 2061 Mill Rate Bylaw 2025, as presented **CARRIED**

Motion 112/25 Motion by Councilor Fricke to move to third and final reading of Bylaw No. 2061 Mill Rate Bylaw 2025, as presented. **UNANIMOUSLY CARRIED**

Motion 113/25

Motion by Councilor Allan to give third and final reading of Bylaw No. 2061 Mill Rate Bylaw 2025, as presented.

**CARRIED****2. Bylaw No. 1055 Procedural Bylaw-Amended**

Council reviewed the amended Bylaw, with changes made to ensure alignment with current legislation set out by Municipal Affairs.

Motion 114/25

Motion by Councilor Roberts to give first reading of Bylaw No. 1055 Procedural Bylaw, as amended.

**CARRIED**

Motion 115/25

Motion by Councilor Ratz to give second reading of Bylaw No. 1055 Procedural Bylaw, as amended.

**CARRIED**

Motion 116/25

Motion by Councilor Ball to move to third and final reading of Bylaw No. 1055 Procedural Bylaw, as amended.

**UNANIMOUSLY CARRIED**

Motion 117/25

Motion by Councilor Wilcox to give third and final reading of Bylaw No. 1055 Procedural Bylaw, as amended.

**CARRIED****NEW BUSINESS:****1. 2025 RCMP Policing Priorities**

Council reviewed the 2024 RCMP Policing Priorities, which included Increased Visibility & Traffic Safety, Youth Interaction, and Crime Prevention.

Councilor Fricke proposed isolating Drug Prevention & Education as a separate priority, and Council was in agreement.

Motion 118/25

Motion by Councilor Allan to set the Town of Carstairs Policing priorities for 2025 to be **1. Increased Visibility & Traffic Safety** **2. Youth Interaction** **3. Crime Prevention (Family Violence Prevention & Education)** **4. Drug Prevention & Education**.

**CARRIED****2. Appointment of Assessor-Travis Horne of MASG**

The winning bid for the RFP from Municipal Assessment Services Group offers a cost savings of over \$45,000.

Motion 119/25

Motion by Councilor Ratz to appoint Travis Horne of Municipal Assessment Services Group as the Assessor in the Town of Carstairs.

**CARRIED****3. March 2025 Financials**

Council reviewed the Financial Statements for the month of March. S. Allison reported that the first-quarter mill and tax rates are set and on target. We will know later this week about any outstanding grants. All projects have been approved, with both the LGFF and CBFF 2025 grants approved for reservoir funding.

Councilor Fricke inquired about isolating carbon tax-related costs, which are already built into the fuel budget.

Motion 120/25

Motion by Councilor Wilcox to accept March 2025 Financial as information.

**CARRIED****COMMITTEE REPORTS:****1. Policies & Priorities Committee**

-Next meeting April 17, 2025.

**2. Mountain View Regional Waste Commission**

-Next meeting April 28, 2025.

**3. Mountain View Regional Water Commission**

-Mayor Colby provided a verbal report on the AGM held on April 9, 2025. The Commission received a clean audit report. Information was shared regarding the drought committee. The RFP for audit services was discussed, along with an update on the Town of Carstairs' population.

**4. Mountain View Seniors' Housing**

-Councillor Fricke provided a verbal report from the meeting on March 27, 2025. RSM Canada presented a clean audit. Under the Rental Assistance Benefit program, which housing bodies administer on behalf of the province, MVSH has been expanded to administer this for Kneehill County. Under the social housing budget that MVSH administers for the province, any remaining surplus can now be directly transferred into the reserve account. The social housing program has seen significant growth. From the Ministry's budget update, rent supplements have increased by \$27.8 million due to

growing waitlists. The LAP grant also saw an increase of \$1.1 million. In the past, the Province combined social housing dollars with lodge funding, but they will now be separated into distinct categories: Rent Supplement, Lodges, and Social Housing. On April 23, 2025, the board and management will hold their strategy meeting at the Carstairs Fire Hall, with a primary focus on expanding senior's facilities in Carstairs. The next meeting is scheduled for May.

Motion 121/25

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

**CARRIED****COUNCILOR REPORTS:****Councilor Allan**

- April 3, 2025, attended a MPC meeting regarding a secondary suite.
- April 5, 2025, participated Protective Services Jail and Bail Food Drive. Special thanks to to Andrea and Arlene for spearheading the event which raised just over \$9,500 for the Mountain View Food Bank.

**Councilor Ball**

- Nothing to report.

**Councilor Fricke**

- March 27, 2025, attended the MVSH Board Meeting.
- March 29, 2025, attended the Carstairs Spring Market at the Community Hall.
- April 2, 2025, participated in the online ABMunis Towns South session. Discussion topics included advocacy priorities, organizational direction, and the upcoming election.
- April 3, 2025, attended the Alberta Government Webinar on passenger rail. A Master Plan is expected by September 2025.
- April 5, 2025, participated in the Protective Services Jail and Bail Food Drive. Thank you to everyone who contributed donations. The community raised 2,398 pounds of food, and with the value of food and monetary contributions, a total of **\$9,540.96** was raised for the Mountain View Food Bank.

**Councilor Ratz**

- Nothing to report.

**Councilor Roberts**

- April 2, 2025, attended the AGM at the Carstairs Curling Club.
- April 3, 2025, attended the MPC meeting.
- April 5, 2025, attended the Protective Services Jail and Bail Food Drive.
- April 9, 2024, attended Mountain View Regional Water Commission meeting.

**Councilor Wilcox**

- March 26, 2025, participated in mock interviews with students at Hugh Sutherland School.
- March 27, 2025, attended the Parkland Executive meeting, where MNP presented a clean audit. Budget discussions included concerns about increasing requests for municipal funding, noting that other libraries have alternative revenue sources. It was expressed that relying solely on the municipality year after year is not sustainable.
- April 3, 2025, attended the MPC meeting.
- April 5, 2025, attended the Protective Services Jail and Bail Food Drive. Special recognition to Andrea and Arlene for an excellent job organizing the event.
- April 9, 2025, participated in online emergency services training.

**Mayor Colby**

- April 5, 2025, attended the Protective Services Jail and Bail Food Drive, noting it was well attended and well received by the community.
- April 9, 2024, attended Mountain View Regional Water Commission meeting.

Motion 122/25

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

**CARRIED****CORRESPONDENCE:**

- 1. Letter of Request-Royal Canadian Legion NWT Command**  
Council reviewed the letter of request seeking monetary support.

Council was in agreement that the funds would be better spent on the local branch.

Motion 123/25

Motion by Councilor Fricke to accept the letter of request from the Royal Canadian Legion as information.

**CARRIED**

**2. Letter of Request- MVCHA**

Council reviewed a letter from the Mountain View Christian Homeschooling Association requesting a discounted rate for the Carstairs Community Hall for their event on May 23 and 24, 2025.

Motion 124/25

Motion by Councilor Wilcox to approve the letter of request from MVCHA for their upcoming event on May 23 & 24, 2025, at the Carstairs Community Hall with the understanding they will not be eligible for a reduced rate again until 2029.

**CARRIED**

**3. Letter of Request-HSS 2025 Grad**

Council reviewed a letter from the Grad Committee requesting use of the old dump site on June 27, 2025, along with the provision of porta-potties, garbage and recycling services, and spotlights.

Motion 125/25

Motion by Councilor Allan to accept HSS 2025 Grad request as information and direct administration to facilitate the request.

**CARRIED**

**CAO'S REPORT:**

- March 27, 2025, met with MNP regarding Policing Study. The final meeting is scheduled for April 28, 2025.
- March 31, 2025, met with Alpha Construction and Engineers to discuss the Carstairs Reservoir Project.
- April 2, 2025, met with ISL Planners & Engineers.
- April 3, 2025, attended the MPC meeting.
- April 10, 2025, attended on-site bi-weekly meeting at the Carstairs Reservoir.
- April 11, 2025, met with representative of the County of Lacombe to tour the Carstairs Fire Hall.
- Infiltration issues are ongoing, with the current rate at 33%. This is resulting in substantial costs due to storm water infiltrating the wastewater treatment system. Investigations and monitoring continue.
- New fleet vehicles have been received from Enterprise.
- 300 new water meters have been installed, now featuring leak detection. Additionally, the new meter installations help address issues with sump pumps discharging into the sanitary system.
- Construction on the Carstairs Water Reservoir project has begun.
- To date, 16 new homes have been built and 23 development compliances and 58 permits have been issued.

Motion 126/25

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

**CARRIED**

**COUNCILOR COMMENTS:**

**1. Councilor Fricke**

Received concerns at the Jail and Bail Event regarding the lack of seniors housing in Carstairs. CAO of MVSH was in attendance and was able to address some of the questions raised.

Motion 127/25

Motion by Councilor Fricke to accept Councilor Comments as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

**1. Eric Vester**

Commented on the malfunctioning crossing light at 10th Avenue onto Scarlett Ranch Blvd, noting it is not functioning as it should. Additionally, mentioned the need for improved lighting or a crosswalk light at the Veterans Way crosswalk near the gazebo.

Motion 128/25

Motion by Councilor Roberts to accept the Public Question Period as information.

**CARRIED**

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING:**

*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 129/25

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Personal Interests as per Section 17 of FOIP at 8:09 p.m.

**CARRIED**

Motion 130/25

Motion by Councilor Wilcox to come out of the closed meeting session at 8:45 p.m.

**CARRIED**

**NEXT MEETING:**

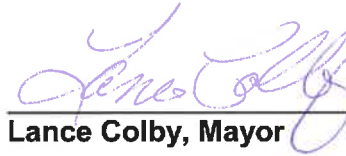
Monday, April 14, 2025, at 7:00 p.m.

**ADJOURNMENT:**

Motion 131/25

Motion by Councilor Ball to adjourn the meeting of April 14, 2025, at 8:46 p.m.

**CARRIED**



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**Lance Colby, Mayor**



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**Rick Blair, CAO**