

**MINUTES OF THE REGULAR COUNCIL MEETING
TUESDAY, APRIL 11, 2023, 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 Emergency Services Rob McKay, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of Tuesday, April 11, 2023, to order at 7:01 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:

Motion 129/23 Motion by Councilor Wilcox to adopt the Regular Council agenda of April 11, 2023, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 130/23 Motion by Councilor Ball to adopt the Regular Council minutes of March 27, 2023, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

1. E360 Contract Renewal

CAO Blair spoke to the upcoming renewal for recycling and waste pick up for September 2023. The difference in cost is \$2.88 per house per month for waste pickup and \$4.89 per house per month for recycling, plus a tipping fee of \$97 for waste and \$400 for recycling. Due to the high contamination rate, there has been debate about whether or not recycling is actually recycled. There are no rebates for contaminated recyclables that must be taken to a waste management site.

Councilor Wilcox stated that it is important to align with what the Mountain View Waste Commission is doing. Because it is difficult to ensure that it is recycled. The Mountain View Waste Commission has sent a letter terminating the contract.

Motion 131/23 Motion by Councilor Wilcox to advise administration to negotiate with E360 Solutions and gather additional information before reporting back to council.

CARRIED

DELEGATIONS:

1. Emergency Services Review 2022 - Rob McKay

The role of Emergency Services was summarized by Rob McKay, Director of Emergency Services. Protective Services, Emergency Management, Health and Safety, and Fire Safety Codes are all part of the department. R. McKay summarized Carstairs Emergency Services' 2022 year. Identifying areas for improvement such as emergency management recruitment and a better communication plan. R. McKay informed Council that Health & Safety meets monthly to discuss various departmental programs. The Emergency Services facility is used for more than just offices and hosts a variety of training courses and meetings.

Councilor Ball expressed thanks to Rob and his employees for the extensive work the department provides.

Councilor Wilcox asked where the majority of the recruitment comes from, R. McKay responded that most volunteers sign up at or after the neighbourhood party, at open houses or events where the committee has a booth. Councilor Wilcox also inquired about the need for a tabletop exercise, citing the department's high call volume and emergency response. R. McKay responded that, despite being active in emergencies, the department is still required by the Province to conduct a large scale table top exercise.

Councilor Fricke expresses gratitude to R. McKay and the department for their efforts. Inquiring whether fire inspections are performed on both residential and commercial properties, it was clarified that inspections are only performed on commercial

23



properties.

Mayor Colby expresses his appreciation to R. McKay and the department.

R. Blair stated that the Emergency Management department consists of a wide variety of services and wanted Council to be able to see all the department encompasses.

Motion 132/23

Motion by Councilor Fricke to accept the Emergency Services Review for 2022 as information.

CARRIED

BYLAWS & POLICIES:

1. Bylaw No. 2035 Rates & Fees Bylaw 2023 - Amended

R. McKay spoke to the changes made to the Bylaw. Explaining that was a change made to the traffic bylaw and now the numbering no longer matches.

Motion 133/23

Motion by Councilor Ratz to give first reading of Bylaw No. 2035 Rates & Fees Bylaw 2023 as amended.

CARRIED

Motion 134/23

Motion by Councilor Roberts to give second reading of Bylaw No. 2035 Rates & Fees Bylaw 2023 as amended.

CARRIED

Motion 135/23

Motion by Councilor Allan to move to third and final reading of Bylaw No. 2035 Rates & Fees Bylaw 2023 as amended.

UNANIMOUSLY CARRIED

Motion 136/23

Motion by Councilor Ball to give third and final reading of Bylaw No. 2035 Rates & Fees Bylaw 2023 as amended.

CARRIED

NEW BUSINESS:

1. Traffic Concern

R. Blair spoke to a letter of concern regarding a busy intersection and the posted speed signs. R. Blair stated that although the letter does address a cause for concern unfortunately it is not located within the town's jurisdiction. The road belongs to Alberta Transportation.

Motion 137/23

Motion by Councilor Allan to accept the Traffic Concern as information.

CARRIED

2. CP Rail Request

R. Blair discussed CP Rail's request to lift the Slow Order through town. R. Blair claimed that following a meeting with Deputy Mayor Allan and CP Rail, a request to end the slow order and travel through town at 45 mph was made, with the justification that safety had since been improved.

Motion 138/23

Motion by Councilor Ratz to accept the letter from CP Rail as information.

CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee

- Next meeting April 18, 2023.

2. Strategic Planning & Corporate Affairs Committee

- Councilor Roberts gave a verbal report of the meeting that occurred on March 27, 2023. Next meeting April 24, 2023.

3. Policy & Governance Committee

- Next meeting April 20, 2023.

4. Mountain View Regional Waste Commission

- Next meeting TBA in May.

5. Mountain View Regional Water Commission

- Next Meeting April 12, 2023.

6. Mountain View Seniors' Housing

- Next Meeting May 4, 2023.

7. Municipal Area Partnership

- Next meeting April 13, 2023



Motion 139/23

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

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

- March 28, 2023 attended Inter-Municipal Collaboration Committee (ICC) meeting.
- March 29, 2023 attended CP Rail meeting.

Councilor Ball

- March 28, 2023 attended Inter-Municipal Collaboration Committee (ICC) meeting.

Councilor Fricke

- March 31 to April 2, 2023 Participated in the Carstairs Fire Department Recruit training. Councilor Fricke noted that she was very impressed with all the recruits and the training being received.
- April 4, 2023 attended Carstairs Chamber of Commerce meeting.

Councilor Ratz

- March 29, 2023 attended Heritage Festival meeting.
- April 2 to 5, 2023 attended ASCHA trade show and convention.

Councilor Roberts

- Ongoing volunteer work with the Carstairs Nature Space.

Councilor Wilcox

- March 28, 2023 attended interagency meeting run by Lori with Community Services, stated it was a well-organized meeting with a great turn out.
- April 4, 2023 attended Carstairs Chamber of Commerce meeting.
- Spoke to School Trustee Melissa Copley in regards to an article in the paper, Melissa commented that she would be in contact.

Mayor Colby

- Nothing to report at this time.

Motion 140/23

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

CARRIED**CORRESPONDENCE:****1. Volunteer Week – Proclamation – April 16-22, 2023**

Council reviewed the letter provided for the request for proclamation for the week of April 16-22, 2023 as National Volunteer week.

Motion 141/23

Motion by Councilor Ball to proclaim April 16-22, 2023 as National Volunteer Week in the Town of Carstairs.

CARRIED**2. Rosebud Health Foundation – Sponsorship Request**

Council reviewed the letter provided requesting sponsorship of the event on May 6, 2023 for the first annual Rosebud Spring Fling.

Motion 142/23

Motion by Councilor Fricke to accept the Rosebud Health Foundation Sponsorship Request as information.

CARRIED**CAO'S REPORT:**

- March 28, 2023 attended Inter-Municipal Collaboration Committee (ICC) meeting.
- March 29, 2023 met with CP Rail.
- March 30, 2023 met with Pickle ball club.
- April 4, 2023 met with CIMA and ISL.
- April 5, 2023 met with the Elks in regards to their contract for the community hall.
- April 6, 2023 met with Scarlett ranch engineers' regarding storm water management.
- April 11, 2023 met with CIMA in regards to development, infrastructure and offsite levies. CIMA wastewater model will cost \$27,000. The model would provide a better explanation of the town's wastewater system and indicate when upgrades would be necessary. R. Blair states that there is enough funds in the offsite levy wastewater reserve account to fund the project.

Councilor Wilcox supports moving forward with the wastewater model and questions how the town can advance without knowing what is required.



Councilor Fricke asked when the last offsite levy study was done. R. Blair responded that the last study was over 6 years ago.

Motion 143/23

Motion by Councilor Roberts to authorize \$27, 000 to be taken from the offsite levy wastewater reserve account

CARRIED

- Reviewing quotes on demolition of old vet clinic. Exploring all options.
- Alberta Health Services is extending lease for a 5 year period as of June 2023.
- Discrepancies exist between town boundaries specified in the IDP Agreement and Range Road 15, which is not our road according to the contract. However, if annexation proceeds westward, Range Road 15 will then be included.

Councilor Wilcox asked how long an annexation would take, R. Blair answered that it does take a very long time, even if there is help from the county and the land owners it can take upwards of 2 years of negotiations.

Motion 144/23

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

CARRIED

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD:

1. Deb Gordeyko

A new resident came to the meeting to learn more about what went on at council meetings. Asked Pickleball-related questions and R. Blair provided clarification on a query about proper installation of sump pumps.

Motion 145/23

Motion by Councilor Roberts to accept 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 146/23

Motion by Councilor Allan that Council closes the meeting to the public at 7:51 p.m. to discuss closed meeting session items.

CARRIED

Motion 147/23

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

CARRIED

Motion 148/23

Motion by Councilor Allan to direct administration to send a letter in response to the letter from CP Rail.

CARRIED

NEXT MEETING:

Monday, April 24, 2023 at 7:00 p.m.


ADJOURNMENT:

Motion 149/23

Motion by Councilor Fricke to adjourn the meeting of April 11, 2023, at 8:46 p.m.

CARRIED


Lance Colby, Mayor


Rick Blair, CAO