

**MINUTES OF THE REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 15, 2024, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts & Wilcox, Director of Planning & Development Kirk Williscroft, CAO Rick Blair & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of Tuesday, October 15, 2024, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:
Motion 347/24 Motion by Councilor Ball to adopt the Regular Council agenda of October 15, 2024, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 348/24 Motion by Councilor Roberts to adopt the Regular Council Meeting minutes of September 23, 2024, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

Nil

DELEGATIONS:

1. Chinooks Edge School Division-Tracy Upshaw, Dean Nielsen, & Melissa Copley

T. Upshaw reported on Carstairs Elementary School for the 2024-2025 year. The school now has 431 students, which includes 23 new students and 75 new kindergarten students. T. Upshaw states that the school receives multiple calls a day inquiring about enrollment. The school is collaborating with the Hour-Zero Emergency Preparedness Program. They began the year with the Terry Fox Run, which raised over \$4300, as well as Orange Shirt Day. This year, focusing on citizenship through student leadership initiatives, school patrol, expanding parental involvement, new school cheer, and reward systems. Another significant focus is to create an outdoor classroom environment, utilizing the current playground and working with Parent Council while using funds from the Smile Cookie campaign. T. Upshaw expressed gratitude for the towns support and collaboration as well as with the Carstairs Nature Space, Carstairs Public Library, Fire Department, and Emergency Service Department. The school has been able to use town parks and amenities to improve learning. Stating that the school is lucky to be able to support local businesses while also receiving their support.

D. Nielsen reported on Hugh Sutherland School for the academic year 2024-2025. This year, the school has 830 students across all learning forms. The Province has instituted a no-cell phone policy to refocus on learning; D. Nielsen claimed that there has been little pushback. The School Board has approved three HSS Academies for this year, including Dance/Cheer, Hockey, and STEAM programs. D. Nielsen outlines how academies foster passion-based learning; to participate in an academy, a student must maintain attendance, grades, and behaviour along with HSS standards. A digital sign will be installed at the end of the month, allowing students to create media and advertise for the town. According to D. Nielsen, the school's leadership team is very motivated, and he is excited about upcoming events. The school met with CES and Paula Schmick-Roy, Director of Community Services, to discuss the Joint-User Agreement to provide wider access to school gymnasiums. Expressing gratitude to Paula and Rick for their ongoing open communication. Stating HSS is grateful for the continuous support and collaboration from local businesses and facilities.

Councilor Allan inquires about a solution, given that both schools are at or near full capacity. M. Copley responded by detailing the changes to the capital planning process for the Chinooks School Division. Unfortunately, there is no option for modular classes or relocating students. M. Copley and both principals have formed a unified front and will fight to get Carstairs a new school. Councilor Allan commends



D. Nielsen, T. Upshaw, and M. Copley for their efforts to ensure Carstairs' concerns are heard.

Councilor Roberts is pleased to see everyone working together.

Councilor Ratz expressed gratitude for all that has been accomplished.

Councilor Ball said that if the Council can help get Carstairs at the top of the list for a new school, please let us know. M. Copley thanked the Council and promised to keep them informed.

Councilor Wilcox questions if the new process enables planning for the future rather than existing capability. M. Copley claims that they are working on this issue, but it has not been resolved completely. Councilor Wilcox inquires about the possibility of doing more homeschooling in order to reduce capacity. According to D. Nielsen, this is an option that is widely available.

Councilor Fricke extended gratitude for presenting. I'm wondering when the schools close for new registration. M. Copley notes that some students come from other communities, but the faster we grow, the higher we go up the list for a new school. Councilor Fricke inquires whether the new Municipal Census number will aid in moving Carstairs up the list; M. Copley responds that it will help forecast growth.

Mayor Colby voiced Thank you, D. Nielsen, T. Upshaw, and M. Copley, for all of your hard work and innovations that bring people together on behalf of all Town residents and Council.

M. Copley conveyed gratitude to Council for keeping the lines of communication open.

2. Carstairs Nature Space-Charlie Van Arnam

C. Van Arnam addressed Council, giving an update on the Carstairs Nature Space. There has been extensive tree planting, with over 6,000 trees already planted and more on the way. Volunteers built and placed two open-face structures with benches, as well as laying a large amount of mulch. They also planted an arboretum and added more benches and picnic tables. Future plans include expanding the natural activity area, constructing a structure/enclosure for porta-potties, and erecting a "Ranch Gate" to represent an entry and discourage public vehicular access. Installation of solar-powered motion lights in closed areas to discourage nighttime activity, install a donor recognition wall in one or both open-faced sheds, and plant a perennial wildflower bed. C. Van Arnam requests that the use of snowmobiles in the Nature Space be better monitored. He also invites all Council to attend Harvest Fest on October 26, 2024.

Councilor Fricke praises the number of community events and the sense of community that the Carstairs Nature Space fosters, particularly the junior gardening program.

Councilor Wilcox expressed gratitude to the committee and volunteers, saying it is a huge asset to the community.

Councilor Ratz claims that the project has undergone significant transformation since it began and enjoys driving by it daily.

Councilor Allan acknowledged a job well done.

Mayor Colby commented that the Nature Space is a great addition to the Town. It has taken an incredible amount of effort, and we are grateful to everyone who has worked on and donated to this project.

Motion 349/24

Motion by Councilor Allan to accept the delegations as information.

CARRIED

BYLAWS & POLICIES:

Nil

NEW BUSINESS:

1. Housing Needs Assessment

Council reviewed the Housing Needs Assessment. The assessment states that the housing market in Carstairs is largely uniform, catering to a single-family demographic. There are few senior-oriented housing options outside Mountain View Senior's Housing, and the bedroom

community effect increases the cost of living outside the community. The composition of the housing stock limits economic development efforts, and the bedroom community effect contributes to an imbalanced tax base. Without a diversity of housing types, there is a risk of youth, single-occupant, and senior households needing to relocate outside to meet their housing needs. Despite these challenges, Carstairs is in a positive position for continued growth. To address these issues, the assessment suggests identifying regulatory changes, creating a targeted approach to provide senior-oriented housing, planning for sustainable fiscal productivity, establishing an infill and redevelopment strategy, and fostering coordinated economic development.

Councilor Fricke noticed a net loss of 560 individuals each day owing to commuting. It is also worth noting that the senior population is decreasing as seniors are pushed to hunt for alternative housing options.

Councilor Wilcox noted the interesting demographic, wondering what is affordable housing currently.

Councilor Ball states it's an excellent report, and data is always useful.

Councilor Ratz is pleased that the report has been completed.

Councilor Roberts noted the population projection.

Mayor Colby expressed that it is a good report.

Motion 350/24

Motion by Councilor Fricke to accept the Housing Needs Assessment as information.

CARRIED

2. Financials-As of September 30, 2024

Council reviewed the Financials up to September 30, 2024. No concerns were raised.

Motion 351/24

Motion by Councilor Ball to accept Financials up to up to September 30, 2024, as information.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

-Nothing to report at this time. Next meeting October 17, 2024.

2. Mountain View Regional Waste Commission

-Nothing to report at this time.

3. Mountain View Regional Water Commission

-Mayor Colby gave a verbal report of the meeting on October 9, 2024. Discussions included Budget and Rate Bylaw, as well as future projects.

4. Mountain View Seniors' Housing

-The Board met on September 19, 2024. Key messages were reviewed. Occupancy rate is 67% at Chinook Winds Lodge. MVSH held their annual golf tournament at the Carstairs Golf Club. Inclement weather didn't hamper participation. The board and attendees commended the Carstairs Golf Club and staff for going above and beyond to ensure participants were comfortable. Next meeting November 14, 2024. The MVSH annual staff appreciation event will be held on November 21, 2024.

5. Red Deer River Municipal Users Group

-The Board met on September 19, 2024. Councilor Roberts was unable to attend.

Motion 352/24

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

-October 4, 2024, witnessed a fire at a local business, the Carstairs Fire Department did a great job to save the buildings.

-October 11, 2024, attended the Carstairs Fire Department Fire Prevention Open House.

Councilor Ball

-Nothing to report at this time.

Councilor Fricke

-September 15, 2024, attended the Mountain View County Indigenous Culture Days held in Carstairs.

-September 17, 2024, attended the Carstairs & Community Chamber of Commerce meeting.

- September 18, 2024, attended the inaugural Central Alberta Women in Politics Networking group, which was hosted in Carstairs.
- September 19, 2024, attended the Mountain View Seniors Housing Board meeting.
- October 5, 2024, attended the Mountain View Regional FCSS Stronger Together Healthy Living Expo.
- October 10, 2024, attended the Tackling Toxicity, Cultivating Civility Online Global Civility Summit.
- October 11, 2024, attended the Carstairs Fire Department Fire Prevention Open House.

Councilor Ratz

- September 23-27, 2024, attended the AB Municipalities Conference.

Councilor Roberts

- September 23-27, 2024, attended the AB Municipalities Conference.
- October 9, 2024, attended the Mountain View Regional Water Commission meeting.

Councilor Wilcox

- September 23-27, 2024, attended the AB Municipalities Conference.
- October 2, 2024, presented to HSS Grade 5 and 6 students about services and supports.
- October 5, 2024, attended the Mountain View Regional FCSS Stronger Together Healthy Living Expo.
- October 9, 2024, attended the Mountain View Regional Water Commission Open House.
- October 11, 2024, attended the Carstairs Fire Department Fire Prevention Open House.

Mayor Colby

- September 23-27, 2024, attended the AB Municipalities Conference.

Motion 353/24

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

CARRIED

CORRESPONDENCE:

Nil

CAO'S REPORT:

- September 24, 2024, met with Kitstone regarding development agreement.
- September 23-27, 2024, attended the AB Municipalities Conference.
- October 8, 2024, met with Kitstone developers.
- October 10, 2024, had a meeting regarding regional policing study, hopefully able to collect missing data and have a final draft by the end of the month.
- Meeting with directors regarding the 2025 budget.
- Stonegarden easements have been signed and executed.
- 2 of 5 Meadowpark easements have been signed and executed.
- The Golf course is now closed for the season. It was a great year at the Course with a net revenue of over \$400,000.
- October 15, 2024, received the signed development agreement from Kitstone.
- There have been a lot of newly planted trees around all areas of town.
- Aggregate benches/trashcans have been placed at Memorial Park and the cemetery.
- Operations is preparing for winter with equipment maintenance.
- The golf course will be constructing an equipment tent prior to winter.

Motion 354/24

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

CARRIED

COUNCILOR CONCERNS: Nil

PUBLIC QUESTION PERIOD:

Nil

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 355/24

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 8:56 p.m.

CARRIED

Motion 356/24

Motion by Councilor Fricke to come out of the closed meeting session at 9:26 p.m.

CARRIED

Motion 357/24

Motion by Councilor Ball to direct administration to apply for the Water for Life Grant.

CARRIED

Motion 358/24

Motion by Councilor Wilcox to direct administration to authorize engineers to design the waterline to the new reservoir.

CARRIED

NEXT MEETING:


Monday, October 28, 2024, at 7:00 p.m.

ADJOURNMENT:

Motion 359/24

Motion by Councilor Ball to adjourn the meeting of October 15, 2024, at 9:28 p.m.

CARRIED



Lance Colby, Mayor



Rick Blair, CAO