

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, AUGUST 25, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES:	Deputy Mayor Allan; Councilors Ball, Fricke, Ratz, Roberts & Wilcox; Director of Planning & Development Kirk Williscroft; Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of Monday, August 25, 2025, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA: Motion 238/25	Motion by Councilor Ball to adopt the Regular Council agenda of August 25, 2025, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES: Motion 239/25	Motion by Councilor Ratz to adopt the Regular Council Meeting minutes of July 14, 2025, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	<p>1. Water loss/Infiltration update CAO Blair informed Council about recent improvements in the town's water loss. Since installing over 400 new meters, water loss has decreased by 10%, indicating that the old meters were not accurate. Additional reductions are expected once the trunk line between Highway 2A and Havenfield Drive is relined.</p> <p>Councilor Fricke inquired about the estimated dollar savings from the reduction in water loss. CAO Blair estimated the savings at approximately \$20,000.</p> <p>Councilor Wilcox asked if there has been significant pushback from residents. CAO Blair reported only one case of non-cooperation, even after providing education and justification for the new meters. He noted that some misconceptions remain, particularly when residents see higher bills than before. However, these increases are user-driven, as the new meters provide accurate readings. Previously, inaccurate meters meant some households were underpaying, with the shortfall being subsidized by other taxpayers.</p>
Motion 240/25	Motion by Councilor Fricke to accept the Water loss/Infiltration update as information. CARRIED
DELEGATIONS:	Nil
BYLAWS & POLICIES:	Nil
NEW BUSINESS:	<p>1. Water Reservoir Site Tour <i>Attended at 5:30 p.m.</i></p> <p>2. July 2025 Financial Reports Council reviewed the July financial reports. S. Allison provided a summary, noting that revenue and expenses are on track with the budget. Most expenses have been finalized for the period. Of the 30 approved Capital projects, 16 have been completed, 9 are in progress, and 5 have not yet started. Outstanding taxes currently stand at 4.8%. Overall, the Town remains in a strong financial position.</p> <p>Councilor Fricke inquired about how the outstanding taxes compare to previous years. S. Allison responded that the figure is very similar to previous years and noted that all reminder letters have been sent, with hopes of receiving additional payments.</p> <p>Councilor Wilcox asked what percentage of residents are using TIPS. S. Allison reported that TIPS enrollment has increased by 4–5% compared to last year, with nearly 2,000 residents now signed up for the program.</p>

Motion 241/25

Motion by Councilor Wilcox to accept the July 2025 Financial Reports as information.

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

- Next meeting September 18, 2025.

2. Mountain View Regional Waste Commission

Councilor Wilcox provided a verbal report from the August 21, 2025 meeting. He noted that a contract has been signed with Circular Materials and recycling bins have been placed at each transfer site, with advertising efforts underway as part of an ongoing project. Preliminary budget discussions have begun, and preparations are being made for the construction of the next cell in 2030. In addition, plans are in place to relocate the weight scale and office, as they are currently positioned on the future cell location.

3. Mountain View Regional Water Commission

- Next meeting September 10, 2025.

4. Mountain View Seniors' Housing

- Next meeting August 26, 2025.

Motion 242/25

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

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

- Enjoying summer.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Councilor Fricke

- July 18, 2025, attended the grand opening of Splat Attack Family Fun Centre.
- July 19, 2025, volunteered to help Carstairs Chamber with prep for the Pancake Breakfast.
- July 20, 2025, volunteered with Carstairs Chamber to cook for the Pancake Breakfast.
- July 20, 2025, attended the Beef & Barley Days Parade and Activities.
- August 15, 2025, attended the Carstairs Outdoor Market.
- August 23, 2025, attended the 7th Annual Carstairs Show & Shine.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Councilor Ratz

- Enjoying summer as well.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Councilor Roberts

- July 18-20, 2025, attended the Beef & Barley Days Parade and Activities.
- July 25, 2025, met with Minister Williams and MLA Sawyer with representatives from the Town of Olds, Didsbury, and Mountain View County at the Mountain View County office.
- August 23, 2025, attended the 7th Annual Carstairs Show & Shine.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Councilor Wilcox

- July 19-20, 2025, attended the Beef & Barley Days Parade and Activities.
- July 21, 2025, attended the Mountain View Regional Waste Commission Meeting.
- July 25, 2025, met with Minister Williams and MLA Sawyer with the Town of Olds, Didsbury, and Mountain View County at the Mountain View County office.
- July 28, 2025, attended the first budget meeting with Carstairs Library.
- August 5, 2025, met with FCSS and the Museum to discuss the indigenous event scheduled for September 22, 2025.
- August 21, 2025, attended the Parkland Executive meeting.
- August 23, 2025, attended the 7th Annual Carstairs Show & Shine.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Deputy Mayor Allan

- July 19-20, 2025, attended the pancake breakfast, Beef & Barley Days Parade and Activities.
- July 25, 2025, met with Minister Williams and MLA Sawyer with the Town of Olds, Didsbury, and Mountain View County at the Mountain View County office.

- August 15, 2025, attended the Carstairs Outdoor Market.
- Attended the Grand Opening of Clover condos.
- August 23, 2025, attended the 7th Annual Carstairs Show & Shine.
- August 25, 2025, attended the Carstairs Water Reservoir site tour prior to the Council meeting.

Motion 243/25

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

CARRIED

CORRESPONDENCE:

1. Thank You-STARS

Council reviewed the letter thanking Council for their support.

Motion 244/25

Motion by Councilor Fricke to accept the Thank You letter from STARS as information.

CARRIED

CAO'S REPORT:

- July 16, 2025, met with Mountain View Regional Water Services Commission regarding the feeder main.
- July 16, 2025, met with residents and the owner of the trailer park.
- July 16, 2025, Golf Course meeting.
- July 17, 2025, met with Kitstone developers.
- July 20, 2025, attended the Beef & Barley Days Parade.
- August 19, 2025, met with Enterprise.
- Discovered hidden waterline on Lackner.
- August 21, 2025, met with Carstairs Chamber president Amanda Sewell.
- Still waiting on HSS safety assessment.
- ICC meeting on Thursday regarding growth study and IDP.
- Received positive feedback on the entrances into town.
- Golf course financial update. Josh Lockert was appointed as interim GM, doing a great job so far. The course is in the best shape it's ever been; the event tent, extra carts and paving have enhanced the course and contributed to revenue increases across the board. Revenues are up over \$170,000 compared to this time last year.
- AB munis accommodations and conference booked for November 11-14, 2025.
- Columbarium is almost ready, concrete base to be poured this week. A landscaping plan to come to council for budget deliberations in the fall.
- August 25, 2025, attended Carstairs Water Reservoir Site Tour prior to Council.
- Received thank you card from Al Molnar in appreciation for support for Carols service.

Councilor Wilcox asked if the newly discovered waterline on Lackner will incur additional expenses. CAO Blair confirmed that it will, but was unable to provide an estimate at this time.

Councilor Wilcox is also curious to know how many memberships are local vs. non-local. CAO Blair will provide this information at the next Council meeting. Councilor Wilcox also asked whether there is room to expand memberships. It was noted that this is a delicate balance, as adding more memberships would limit the availability of regular tee times. The Golf Course is currently hosting approximately 5,000 rounds per month.

Motion 245/25

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

CARRIED

COUNCILOR COMMENTS: 1. Councilor Wilcox

Received positive feedback on the flowers and the overall aesthetics of Main Street.

2. Councilor Fricke

Received a concern from a resident regarding public use of Firemen's Park.

Also received feedback suggesting the town needs a hotel to accommodate larger events.

Motion 246/25

Motion by Councilor Wilcox to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

**MEDIA QUESTION
PERIOD:**

Nil

CLOSED MEETING:

Section 107 of the Municipal Government Act requires that Council and Council Committees conduct their meetings in public unless the matter to be discussed falls under one of the exceptions to disclosure outlined in Division 2 of Part 1 of the Access to Information Act (AITA), including but not limited to matters related to business interests, personal privacy, individual or public safety, confidential evaluations, or law enforcement. (Sections 19 to 24).

Motion 247/25

Motion by Councilor Ball that Council close the meeting to the public to discuss business harmful to personal privacy as per Section 20 of AITA at 7:30 p.m.

CARRIED

Motion 248/25

Motion by Councilor Wilcox to come out of the closed meeting session at 8:23 p.m.

CARRIED

Motion 249/25

Motion by Councilor Wilcox to direct administration to refund the penalty fee of \$500.00 for Roll No. 20994.000.

CARRIED

Motion 250/25

Motion by Councilor Fricke to direct administration to refund the penalty fee of \$500.00 for Roll No. 18040.000.

CARRIED

Motion 251/25

Motion by Councilor Roberts to waive the penalty fee of \$500.00 for Roll No. 28300.000.

CARRIED

NEXT MEETING:

Monday, September 8, 2025, at 7:00 p.m.

ADJOURNMENT:

Motion 252/25

Motion by Councilor Ball to adjourn the meeting of August 25, 2025, at 8:24 p.m.

CARRIED



Dean Allan, Deputy Mayor



Rick Blair, CAO