

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MARCH 11, 2024, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

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

ABSENT: Mayor Colby, Councilor Ratz

CALL TO ORDER: Deputy Mayor Allan called the meeting of Monday, March 11, 2024, to order at 7:34 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:
Motion 103/24 Motion by Councilor Ball to adopt the Regular Council agenda of March 11, 2024, as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:
Motion 104/24 Motion by Councilor Fricke to adopt the Regular Council minutes of February 26, 2024, as amended.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS: Nil

BYLAWS & POLICIES:

1. Bylaw No. 2049 Carstairs Links Land Use Redesignation
Councilor Ball stated that he has heard valid concerns and shared them with the residents of Beckner Cres, and he is hesitant to pass the bylaw at this time. Councilor Ball requested a recorded vote.

Motion 105/23 Motion by Councilor Wilcox to give second reading of Bylaw No. 2049 Carstairs Links Land Use Redesignation as presented. Councilor Fricke, Roberts and Wilcox approved the motion. Councilor Ball opposed the motion.

CARRIED 3-1

Motion 106/23 Motion by Councilor Fricke to give third and final reading of Bylaw No. 2049 Carstairs Links Land Use Redesignation as presented. Councilor Fricke, Roberts and Wilcox approved the motion. Councilor Ball opposed the motion.

CARRIED 3-1

Motion 107/23 Motion by Councilor Roberts to take a short recess at 7:37 p.m.

CARRIED

Motion 108/23 Motion by Councilor Roberts to reconvene the meeting at 7:47 p.m.

CARRIED

2. Policy No. 11-009-17 Elected Officials Tax Exemption-For Repeal

Motion 109/24 Motion by Councilor Wilcox to repeal Policy No. 11-009-17 Elected Officials Tax Exemption.

CARRIED

NEW BUSINESS:

1. Carstairs Links Subdivision Application
K. Williscroft discussed the Carstairs Links subdivision application. The application proposes to subdivide NE ¼ Sec. 17 Twn. 30 Range. 1, W5M, Lots 13-22 Block 7 Plan 1413119 into 17 residential parcels ranging between 273.65 m2 and 574.89 m2. The subject parcels have been previously subdivided into 9 parcels to accommodate single-detached residential dwellings. The purpose of this subdivision, from 9 parcels to 17 parcels, is to accommodate semi-detached residential dwellings. The subject parcels are currently designated as R1 under the Town of Carstairs Land Use Bylaw. With respect to subdivision application SD-23-03, and based on Council's guidance, the Subdivision Authority has the following options: **A)** Send the application back to Administration to obtain additional information; **B)** Approve the subdivision application as submitted, subsequent to approval of LUR-23-04; or **C)** Approve the subdivision, subsequent to



approval of LUR-23-04, subject to the following conditions: **1.** That subdivision is carried out by means suitable to the Registrar of the Land Titles Office per Section 81 and 89 of the Land Titles Act; **2.** That prior to endorsement, it is the responsibility of the Applicant to ensure that the submission of a Plan of Survey, including CAD file, the Owner's Consent to Register, and the Surveyor's Affidavit are received by the Town of Carstairs; **3.** That prior to plan endorsement, all existing or newly required access rights-of-way, easements, overland drainage rights-of-way and agreements are to be registered shall be provided to the satisfaction of the Town of Carstairs; **4.** That prior to endorsement, all outstanding property taxes be paid, or satisfactory arrangement for payment thereof, to the Town of Carstairs (per Section 654 (1)(d) of the Municipal Government Act); **5.** That the applicant/owner amend the development agreement currently in place with the Town of Carstairs to reflect SD-23-03 and include, but not be limited to, the construction of roads and sidewalks, the installation of municipal services, and boulevard landscaping; and **6.** That prior to endorsement, an updated Traffic Impact Assessment is to be completed and approved by Alberta Transportation and Economic Corridors.

Councilor Roberts inquired how long the TIA and endorsement process would take, K. Willisroft responded that it should be done within a month for the first report

Councilor Fricke inquired whether there are criteria that justify a second entry. K. Willisroft stated that it is determined with the TIA and is handled on a case-by-case basis.

Motion 110/24

Motion by Councilor Roberts to approve the Subdivision application for Carstairs Links based on option C's 5 conditions. Councilor Fricke, Roberts and Wilcox approved the motion. Councilor Ball opposed the motion.

CARRIED 3-1

2. 2024 Budget Discussions

S. Allison presented a look at the draft budget. Notifying Council of the increases in assessments and expenditures.

Motion 111/24

Motion by Councilor Wilcox to accept the 2024 Budget Discussions as information.

CARRIED

3. Aggie Days request

Council reviewed the request to support the upcoming Aggie Days event, which will take place in Carstairs this year May 24-25. K. Casebeer of the Carstairs & District Agricultural Society is present to address any questions about sponsoring the event, either through a monetary donation or by providing printing services. The event's major purpose is to provide a great experience for students as well as connect people with agriculture.

Councilor Fricke asked K. Casebeer if the event rotates through host communities, to which K. Casebeer answered yes, the event is hosted between Carstairs, Cremona and Didsbury.

Motion 112/24

Motion by Councilor Wilcox to direct administration to facilitate printing services for the Aggie Days event.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

-Next Meeting March 21, 2024.

2. Mountain View Regional Waste Commission

-Next meeting March 25, 2024.

3. Mountain View Regional Water Commission

-Next meeting March 20, 2024.

4. Mountain View Seniors' Housing

-Next meeting on March 28, 2024, will review the year-end audit report. Councilor Fricke highlights several Provincial budget changes impacting the Seniors and Housing Ministry, including an increase in LAP grant funding from \$13.23/day to \$20.50/day, increased housing portfolio operating budgets, an increase in Rent Assistance Program, and an increase in Capital Maintenance and Renewal Funding, with \$40 million available in 2024.

Motion 113/24

5. Municipal Area Partnership

Motion by Councilor Wilcox to withdraw from the Municipal Area Partnership and request that our portion of the outstanding funds be returned to the Town of Carstairs.

CARRIED

6. Red Deer River Municipal Users Group

-Next meeting March 21, 2024.

Motion 114/24

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

CARRIED

COUNCILOR REPORTS:

Councilor Ball

-March 11, 2024, attended the Public Hearing prior to Council Meeting at the Carstairs Municipal Office.

Councilor Fricke

- February 27, 2024, toured Chinook Winds Lodge.
- February 27, 2024, attended the Carstairs Heritage Centre's Reminisce Speaker Series.
- March 1, 2024, attended the AB Munis Provincial Budget Overview.
- March 2, 2024, attended the Mountain View Science and Technology Society's Fair as a Judge held in Olds.
- March 7, 2024, attended Hugh Sutherland School's Huey Hoedown event.
- March 8, 2024 met with Stacey Stilling, CAO of MVSH.
- March 9, 2024, attended the District 4-H Communications event as a Judge held in Olds.
- March 11, 2024, attended Day 1 of the ASCHA Conference held in Calgary.
- March 11, 2024, attended the Public Hearing prior to Council Meeting at the Carstairs Municipal Office.

Councilor Roberts

- February 27, 2024, toured Chinook Winds Lodge.
- February 27, 2024, attended the Carstairs Heritage Centre's Reminisce Speaker Series.
- March 4, 2024, attended MPC meeting.
- March 6, 2024, attended the Water Commission Drought Committee meeting.
- March 6, 2024, attended Drought Phone Town Hall with Ministers of Environment, Agriculture, and Forestry meeting.
- March 11, 2024, attended the Public Hearing prior to Council Meeting at the Carstairs Municipal Office.

Councilor Wilcox

- March 4, 2024, attended MPC meeting.
- March 7, 2024, attended Hugh Sutherland School's Huey Hoedown event.
- March 11, 2024, attended the Public Hearing prior to Council Meeting at the Carstairs Municipal Office.

Deputy Mayor Allan

- February 27, 2024, toured Chinook Winds Lodge.
- March 4, 2024, attended MPC meeting.
- March 11, 2024, attended the Public Hearing prior to Council Meeting at the Carstairs Municipal Office.

Motion 115/24

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

CARRIED

CORRESPONDENCE:

1. Mountain View County-Unit 610 Purchase

Council reviewed the letter from Mountain View County Regarding the purchase of Unit 610 from the Olds Fire Department for the Carstairs Fire Department as a Fire Command Unit.

Motion 116/24

Motion by Councilor Ball to accept the letter from Mountain View County-Unit 610 Purchase as information.

CARRIED

2. Carstairs & District Agricultural Society-Beef and Barley Days 2024 Fireworks Display

Council received a letter from the Carstairs & District Agricultural Society requesting that the Town of Carstairs continue to provide a fireworks show for Beef and Barley Days on Friday, July 19, 2024.

Motion 117/24

Motion by Councilor Roberts to approve funding for the 2024 Beef & Barley days Fireworks.

CARRIED

CAO’S REPORT:

- February 27, 2024, met with ISL Engineering for offsite levy review.
- February 27, 2024, met with Metakaolin to discuss the use of a cement additive in Kitstone.
- February 28, 2024, met with A. Phillips and S. Allison to review the new employee handbook.
- February 29, 2024, met with Patton Financial regarding employee benefits.
- March 4, 2024, attended MPC meeting.
- March 6, 2024, met with Fortis representative Christ Burt.
- March 6, 2024, met with ISL for the monthly Planning and Engineering meeting.
- Discussions regarding administrative building expansion.
- March 7, 2024, met with Charlie Van Arnam regarding Carstairs Nature Space plans. Including joint use agreements with the Curling Club and AG society, law enforcement, and a paved pathway to the gazebo.
- March 7, 2024, met with S. Allison regarding the 2024 budget.
- Informed Council on the progress of the Municipal census, we will be looking to staff to help with enumerating and related tasks.
- In the process of setting up a meeting to kick off the MNP police study.
- Will be away at the Municipal Leaders Caucus from March 13 to March 15 with Deputy Mayor Allan.

Motion 118/24

Motion by Councilor Roberts to accept CAO’s Report as information.

CARRIED

COUNCILOR CONCERNS:

1. Councilor Fricke & Allan

Received an email with concerns regarding a business license holder.

Motion 119/24

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

CARRIED

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 120/24

Motion by Councilor Ball that Council close the meeting to the public to discuss third-party personal privacy as per Section 17 of FOIP at 8:37 p.m.

CARRIED

Motion 121/24

Motion by Councilor Ball to come out of the closed meeting session at 8:52 p.m.

CARRIED

NEXT MEETING:

Monday, March 25, 2024 at 7:00 p.m.

ADJOURNMENT:

Motion 122/24

Motion by Councilor Ball to adjourn the meeting of March 11, 2024, at 8:53 p.m.

CARRIED



 Dean Allan, Deputy Mayor



 Rick Blair, CAO