

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, AUGUST 26, 2024, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

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

ABSENT: Councilor Ball

CALL TO ORDER: Mayor Colby called the meeting of Monday, August 26, 2024, to order at 7:03p.m.

ADDED ITEMS:
1. Remove STARS-Jackie Seeley from Delegation 6.b
2. Remove Grey Street Land Use Redesignation Report 7.d

ADOPTION OF AGENDA:
Motion 274/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of August 26, 2024, as amended. **CARRIED**

ADOPTION OF PREVIOUS MINUTES:
Motion 275/24 Motion by Councilor Roberts to adopt the Regular Council minutes of July 8, 2024, as presented. **CARRIED**

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS:
1. Mountain View Waste Commission-CAO Michael Wuetherick
CAO M. Wuetherick presented a description of MVWC operations and finances. There's also an update on recycling.

Councilor Fricke inquired how drivers are made aware of a contaminated recycling load. M. Wuetherick responded that the corporation will choose the most cost-effective place.

Councilor Allan is delighted to see that the debt level has decreased.

Mayor Colby complimented M. Wuetherick for his presentation, as well as the board, for an excellent operational and financial performance.


BYLAWS & POLICIES:
1. Bylaw No. 2015 Homestead Phases 1A and Phase 5 Redesignation-Amended
CAO Blair addressed the Land Use Redesignation for Phases 1A and 5 of the Homestead subdivision. The amendment is to remedy a clerical error that changed R1M to R1. It was advertised and approved as R1, but an error occurred in the Bylaw document.

Motion 276/24 Motion by Councilor Ratz to give first reading of Bylaw No. 2015 Homestead Phases 1A and Phase 5 Redesignation as amended. **CARRIED**

Motion 277/24 Motion by Councilor Roberts to give second reading of Bylaw No. 2015 Homestead Phases 1A and Phase 5 Redesignation as amended. **CARRIED**

Motion 278/24 Motion by Councilor Allan to move to third and final reading of Bylaw No. 2015 Homestead Phases 1A and Phase 5 Redesignation as amended. **UNANIMOUSLY CARRIED**

Motion 279/24 Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2015 Homestead Phases 1A and Phase 5 Redesignation as amended. **CARRIED**

2. Bylaw No. 2053-Land Use Redeisignation-1119 Grey Street
K. Williscroft spoke to the Bylaw stating that Bylaw 2053 is to amend Land Use By-law No. 2007 by providing a Land Use Re-designation to rezone 0.1068 hectares (0.26 acres) of land from R1 (Low Density Residential – Single Detached District) to R1N (Narrow Parcel Residential District), located in Lots 23 & 24, Block 19, Plan 1711L (1119 Grey Street).


Motion 280/24

Motion by Councilor Wilcox to give second reading of Bylaw No. 2053-Land Use Redeisignation-1119 Grey Street as presented.

CARRIED

Motion 281/24

Motion by Councilor Fricke to give third and final reading of Bylaw No. 2053-Land Use Redeisignation-1119 Grey Street as presented.

CARRIED

3. Grey Street Subdivision Report

K. Willisroft spoke to the report, stating that the purpose of this proposal is to accommodate narrow lot residential development. The subject parcels are currently designated as Low Density Residential – Single Detached District (R1) under the Town of Carstairs Land Use Bylaw. With no objections, the recommendation would be to approve the subdivision, 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); and **5.** That the applicant/owner obtain a development permit from the Town of Carstairs prior to undertaking any development.

Motion 282/24

Motion by Councilor Fricke to accept the Grey Street Subdivision report as presented.

CARRIED

4. Bylaw No. 2055 Carstairs Reservoir Public Utility Lot Bylaw

K. Willisroft spoke to the Bylaw, stating that the Town of Carstairs has reached an agreement with the owner of NE 9-30-1-W5M to acquire part of the parcel, such part to be designated as a public utility lot. There were no objections from the involved parties.

Motion 283/24

Motion by Councilor Allan to give first reading of Bylaw No. 2055 Carstairs Reservoir Public Utility Lot Bylaw as presented.

CARRIED

Motion 284/24

Motion by Councilor Roberts to give second reading of Bylaw No. 2055 Carstairs Reservoir Public Utility Lot Bylaw as presented.

CARRIED

Motion 285/24

Motion by Councilor Ratz to move to third and final reading of Bylaw No. 2055 Carstairs Reservoir Public Utility Lot Bylaw as presented.

UNANIMOUSLY CARRIED

Motion 286/24

Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2055 Carstairs Reservoir Public Utility Lot Bylaw as presented.

CARRIED

NEW BUSINESS:

1. Kitstone Phase 1 Subdivision Report

K. Willisroft spoke to the report, stating that the purpose of this subdivision is to accommodate residential and commercial development in alignment with the Kitstone Commons Stage 1 Conceptual Scheme, which was accepted by Council in January 2023. The Subdivision Authority APPROVES the subdivision application, as it complies with the Town's statutory plans and no concerns were raised by adjacent landowners. The approval of the subdivision application is 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 prior to endorsement all conditions required by Alberta Transportation and Economic Corridors are met; and 6. That the applicant/owner enter into a development agreement with the Town of Carstairs to include, but not be limited to, the construction of roads and sidewalks, the installation of municipal services, and boulevard landscaping.

Councilor Fricke confirms that there will be an internal road network throughout the development as well as ample walkways.

Mayor Colby clarifies the term “row housing”.

Motion 287/24

Motion by Councilor Ratz to accept Kitstone Phase 1 Subdivision report as presented.

CARRIED

2. 2024 Financials

Council was presented with 2024 financials up to July 31, 2024. CAO Blair states that the budget is on track with no anomalies.

Motion 288/24

Motion by Councilor Fricke to accept the 2024 Financials as information.

CARRIED

3. RCMP Quarterly Reports

Council was presented with RCMP Quarterly reports from April 1 to June 30, 2024.

Motion 289/24

Motion by Councilor Wilcox to accept RCMP Quarterly reports as information.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

-Next Meeting September 19, 2024.

2. Mountain View Regional Waste Commission

-Councilor Wilcox attended the July 22, 2024 meeting, which included information that Council received at tonight’s meeting.

3. Mountain View Regional Water Commission

-Next Meeting September 2024.

4. Mountain View Seniors’ Housing

-Councilor Fricke provided verbal report of the meeting that occurred on August 22, 2024. Chinooks Winds Lodge Vacancy is now at 67%, with financials on budget and on pace. An operational review was completed, and an A+ rating was awarded. Reminding Council that the Foundation's Golf Tournament will be place on September 12, 2024 at the Carstairs Golf Club. Next meeting September 19, 2024.

5. Red Deer River Municipal Users Group

-Councilor Roberts attended the July 18, 2024 Strategic Planning Meeting. Next meeting September 2024.

Motion 290/24

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

-July 13, 2024, attended Adrenalin Motors Grand Opening.

-July 18, 2024, met with Minister Ellis.

-July 20, 2024, participated in Beef & Barley day’s festivities.

-July 30, 2024, attended the Carstairs Heritage Centres art show.

-August 10, 2024 attended “Walk the Block” for local businesses.

-August 10, 2024, attended “Bee Thrifty’s” 1 year anniversary celebration.

-August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.

-August 24, 2024, attended the Pawsitive Haven Animal Rescue Show and Shine.

Councilor Ball

-Absent

Councilor Fricke

-July 13, 2024, attended Adrenalin Motors Grand Opening.

-July 18, 2024, met with a resident in Meadowlark regarding a concern.

-July 20, 2024, BBQ'd breakfast with the Carstairs Chamber for their Pancake Breakfast.

-July 20, 2024, participated in Beef & Barley day’s festivities

- August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.
- August 16, 2024, met with a resident in Havenfields regarding a concern.
- August 22, 2024, attended the MVSH Board Meeting.
- August 24, 2024, attended Champion Ford's Suds Spectacular and BBQ.
- August 24, 2024, attended the Pawsitive Haven Animal Rescue Show and Shine.

Councilor Ratz

- July 20, 2024, participated in Beef & Barley day's festivities.
- August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.

Councilor Roberts

- July 18, 2024, attended Red Deer River Municipal Users Group Strategic Planning Meeting.
- July 20, 2024 participated in Beef & Barley days festivities.
- August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.
- August 17, 2024, attended the Bob Segar Tribute Concert at the Carstairs Community Golf Club.
- August 23, 2024 attended "Neighbours Day" in Sundre.

Councilor Wilcox

- July 13, 2024, attended Adrenalin Motors Grand Opening.
- July 16, 2024 along with Carstairs FCSS, attended the "Family Baseball Trip with FCSS Coordinator Lori King, Commending Lori for her great work in planning events that are new and exciting for residents. Stating that the town is lucky to have her.
- July 20, 2024, participated in Beef & Barley day's festivities.
- July 22, 2024, attended Mountain View Regional Waste Commission meeting.
- July 24, 2024, met with FCSS, Carstairs Museum, and the Library regarding Meti celebration day.
- July 25, 2024, volunteered with FCSS on a trip to Calaway Park.
- August 15, 2024, volunteered with FCSS and the Library for a Youth Scavenger Hunt.
- August 16, 2024, attended the Parkland Executive meeting.
- August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.

Mayor Colby

- July 13, 2024, attended Adrenalin Motors Grand Opening.
- July 18, 2024, met with Minister Ellis.
- July 20, 2024, participated in Beef & Barley days festivities.
- August 16, 2024, attended the unveiling of the new Rescue Unit 131 with Fire Chief J. Schaffer and members of Mountain View County Council.
- August 24, 2024, attended the Pawsitive Haven Animal Rescue Show and Shine.

Motion 291/24

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

CARRIED

CORRESPONDENCE:

1. Gas Distribution Franchise Agreement-Kris Topp

Council reviewed the letter, which stated that the gas distribution franchise agreement for Carstairs, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission before March 17, 2025, or it will terminate by operation of law on that date.

Motion 292/24

Motion by Councilor Wilcox to accept the Gas Distribution Franchise Agreement-Letter from Kris Topp as information.

CARRIED

2. Canada Community Building Fund (CCBF)-Ric McIver

Council reviewed the letter from Ric McIver announcing that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034.

Motion 293/24

Motion by Councilor Roberts to accept Canada Community Building Fund (CCBF)-Letter from Ric McIver as information.

CARRIED

3. Canadian Emergency Preparedness and Climate Adaptation Convention (CEPCA) invitation

Council reviewed the invitation to municipalities across Canada to attend the CEPCA-Canada's first national disaster expo.

Motion 294/24

Motion by Councilor Fricke to accept the Canadian Emergency Preparedness and Climate Adaptation Convention (CEPCA) invitation as information.

CARRIED

4. Garbage Complaint

Council reviewed the complaint. Council noted that this is the first complaint they have received about the garbage services provided.

Motion 295/24

Motion by Councilor Allan to accept the garbage complaint as information.

CARRIED

5. CAVSS Request for support

Council reviewed the request for monetary donations for a farewell celebration for the Chinook Arch Victim Services Society (CAVSS).

Motion 296/24

Motion by Councilor Fricke to accept the CAVSS request as information.

CARRIED

6. Thank You-Kiwanis

Council reviewed a Thank-You card from Kai Morrison, who took part in the Kiwanis Music Festival before continuing on to the provincial level.

Motion 297/24

Motion by Councilor Allan to accept Thank You card information.

CARRIED

CAO'S REPORT:

- July 15, 2024, met with Kitstone Developers concerning TIA.
- July 17, 2024, met with Meadowpark residents for a pathway construction information session.
- July 17, 2024, met with ISL to discuss Land Use Bylaw update.
- July 17, 2024, met with Chris Ulmer from Urban Systems regarding the "housing needs assessment".
- July 18, 2024, met with Meadowpark residents for a second time for a pathway construction information session.
- Working on encroachment agreements for property owners as well as Utility Right of Ways.
- July 22, 2024, met with the current utility provider.
- July 19, 2024, met with Mountain View County to discuss Fire Department Asset Deployment.
- Discussions with MLA, Minister of Transportation, and Kitstone developers regarding TIA.
- Discussions with Miltford Lane residents, Engineers, and the Director of Operations regarding the road construction project. Assuring Council that consultations between the Engineers occurred many times and followed their recommendations.
- Dealing with the proximity of a waterline to the new traffic lights, ongoing meeting to follow.
- Looking at IFT drawings and cost estimates for the water reservoir. Hope to start construction in Spring 2025.
- Meeting with Chris Manuel from MNP regarding the policing study.
- Census reviews from Municipal affairs will be finished in September; however, numbers will not be official until January 31, 2025.
- Confirmed with Mountain View County that Council will attend the Regional Council Orientation on October 27, 2025.
- Working on plans for a new addition to the Administrative building. Will get pricing and bring back to Council.
- 10 grand in revenue is missing in business license fees. These businesses have been given 2-3 notifications to renew their license or they could receive fines up to \$1000.
- Looking at alternative sites for the Carstairs Municipal Campground.

Motion 298/24

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

CARRIED

COUNCILOR CONCERNS: 1. Councilor Ratz

Concerned about the garbage and cans that were reportedly left at Tiny Lafleur for this weekend's Ball Tournament. CAO Blair claimed that there was a miscommunication, but the issue has been handled.

2. Councilor Wilcox

Wanted to note the resignation of Councilors in Mountain View County and in the village of Cremona.

Motion 299/24

Motion by Councilor Fricke 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 300/24

Motion by Councilor Allan that Council close the meeting to the public to discuss Third-Party Personal Privacy as per Section 17 of FOIP at 8:42 p.m.

CARRIED

Motion 301/24

Motion by Councilor Allan to come out of the closed meeting session at 9:16 p.m.

CARRIED

Motion 302/24

Motion by Councilor Wilcox to direct administration to waive tax penalties for Roll No. 123.000.

CARRIED

NEXT MEETING:

Monday, September 9, 2024, at 7:00 p.m.

ADJOURNMENT:

Motion 303/24

Motion by Councilor Roberts to adjourn the meeting of August 26, 2024, at 9:17 p.m.

CARRIED



Lance Colby, Mayor



Rick Blair, CAO