

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 25, 2024, 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 Planning & Development Kirk Williscroft, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of Monday, November 25, 2024, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:
Motion 429/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of November 25, 2024, as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:
Motion 430/24 Motion by Councilor Allan to adopt the Regular Council Meeting minutes of November 12, 2024, as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS:

1. Carstairs Citizens on Patrol-Ernie Bradley
E. Bradley presented Council with patrol reports and the C.O.P.s 2025 budget. C.O.P. patrolled for 180 hours over 45 nights, covering 2295 kilometers. Currently, 13 patrollers volunteer to patrol on weekend nights. Patrolling and physically inspecting 9 town buildings and 3 community buildings. The 2025 Budget predicts a \$500 deficit, with fuel cards being their largest expense. They will be looking to replace the tablet that is used in the near future as well; they would appreciate Council's ongoing support. C.O.P. is always searching for more volunteers and has included information in the welcome package provided to newcomers to the community in the hopes of attracting more.

Councilor Allan queried whether the 45 nights of patrol were due to a lack of volunteers, which E. Bradley affirmed. Councilor Allan expressed appreciation for the service provided.

Councilor Roberts expressed gratitude.

Councilor Ratz asked how old the present tablet is, E. Bradley responded that it is two years old and cost C.O.P. \$2,000.00 at the time of purchase.

Councilor Ball had no questions but believes the program is an important component of the community.

Councilor Wilcox echoed the community benefit provided by C.O.P. Asking if residents can request to have C.O.P. patrol their homes while they are away on vacation, E. Bradley answered that yes, residents can do so by applying with Emergency Services.

Councilor Fricke expressed appreciation, adding that Carstairs is the only municipality in the area that offers a C.O.P. program, which is a really unique service.

E. Bradley noted that C.O.P. meets with R.C.M.P. and Emergency Management three times per year to keep each other up to speed.

Mayor Colby expressed thanks for the presentation and what C.O.P. does for the community.

Motion 431/24 Motion by Councilor Fricke to accept the Delegation from Carstairs Citizens on Patrol as information.

CARRIED

BYLAWS & POLICIES:

1. Bylaw No. 927 Injurious Occupation Bylaw-Amended
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.

 

- Motion 432/24 Motion by Councilor Ball to give first reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended.
CARRIED
- Motion 433/24 Motion by Councilor Wilcox to give second reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended.
CARRIED
- Motion 434/24 Motion by Councilor Fricke to move to third and final reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended.
UNANIMOUSLY CARRIED
- Motion 435/24 Motion by Councilor Allan to give third and final reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended.
CARRIED
- 2. Bylaw No. 980 Fire Department Bylaw-Amended**
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.
- Motion 436/24 Motion by Councilor Roberts to give first reading of Bylaw No. 980 Fire Department Bylaw, as amended.
CARRIED
- Motion 437/24 Motion by Councilor Ratz to give second reading of Bylaw No. 980 Fire Department Bylaw, as amended.
CARRIED
- Motion 438/24 Motion by Councilor Ball to move to third and final reading of Bylaw No. 980 Fire Department Bylaw, as amended.
UNANIMOUSLY CARRIED
- Motion 439/24 Motion by Councilor Wilcox to give third and final reading of Bylaw No. 980 Fire Department Bylaw, as amended.
CARRIED
- 3. Bylaw No. 1066 Cannabis Consumption Bylaw-Amended**
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.
- Motion 440/24 Motion by Councilor Fricke to give first reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended.
CARRIED
- Motion 441/24 Motion by Councilor Allan to give second reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended.
CARRIED
- Motion 442/24 Motion by Councilor Roberts to move to third and final reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended.
UNANIMOUSLY CARRIED
- Motion 443/24 Motion by Councilor Ratz to give third and final reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended.
CARRIED
- 4. Bylaw No. 2054 Business License Bylaw**
The new Bylaw was reviewed at the last Policy and Priorities Committee meeting.
- Motion 444/24 Motion by Councilor Wilcox to give first reading of Bylaw No. 2054 Business License Bylaw, as presented.
CARRIED
- Motion 445/24 Motion by Councilor Fricke to give second reading of Bylaw No. 2054 Business License Bylaw, as presented.
CARRIED
- Motion 446/24 Motion by Councilor Allan to move to third and final reading of Bylaw No. 2054 Business License Bylaw, as presented.
UNANIMOUSLY CARRIED
- Motion 447/24 Motion by Councilor Roberts to give third and final reading of Bylaw 2054 Business License Bylaw, as presented.
CARRIED

5. Bylaw No. 2056 Rates & Fees 2025 Bylaw

The new Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 448/24 Motion by Councilor Ratz to give first reading of Bylaw No. 2056 Rates & Fees 2025 Bylaw, as presented. **CARRIED**

Motion 449/24 Motion by Councilor Ball to give second reading of Bylaw No. 2056 Rates & Fees 2025 Bylaw, as presented. **CARRIED**

Motion 450/24 Motion by Councilor Wilcox to move to third and final reading of 2056 Rates & Fees 2025 Bylaw, as presented. **UNANIMOUSLY CARRIED**

Motion 451/24 Motion by Councilor Fricke to give third and final reading of Bylaw 2056 Rates & Fees 2025 Bylaw, as presented. **CARRIED**

6. Policy No. 11-022-18 Council & CAO Attendance at Conferences-Amended

The amended Policy was reviewed at the last Policy and Priorities Committee meeting.

Councilor Wilcox inquired about the possibility of modifying the phrasing regarding RMA attendance from "either in the spring or fall" to "in the spring and/or fall." There was more discussion about modifying the wording and how doing so would require the budgeted money to cover both. It is difficult to budget for uncertain events.

Councilor Ball remembers the conversation going differently at the P&P meeting and interprets it as being approved on a case-by-case basis. Councilor Allan stated that it was discussed that way but ended in the changes presented. Councilor Roberts echoed Councilor Allan, while Councilor Ratz agreed with Councilor Ball.

Councilor Allan suggested that the policy read that "may be approved by Council to attend the annual RMA Conference in spring or fall.

Councilor Wilcox asked if the spring or fall conference was larger or better than the other. CAO Blair stated in previous years they have been the same size however, the fall was better attended.

Councilor Ball proposed that the administration budget for the Mayor and two Councilors to attend the RMA conference in the spring or fall, with council approval at the organizational meeting. Councilor Fricke proposed adding in the principal that attendance at conferences is based upon approval at the organizational meeting.

Council was unable to reach an agreement and was advised that the Policy may be examined at the next Policies & Priorities Committee meeting.

Motion 452/24 Motion by Councilor Ball to send Policy No. 11-022-18 Council & CAO Attendance at Conferences to Policies & Priorities for further review. **CARRIED**

7. Policy No. 23-002-24 Fire-Call Attendance Compensation-Amended

The amended Policy was reviewed at the last Policy and Priorities Committee meeting.

Motion 453/24 Motion by Councilor Allan to adopt Policy No. 23-002-24 Fire-Call Attendance Compensation as amended. **CARRIED**

8. Policy No. 41-004-19 Utility Charges for New Builds-For Repeal

The Policy was reviewed at the last Policy and Priorities Committee meeting.

Motion 454/24 Motion by Councilor Ball to repeal Policy No. 41-004-19 Utility Charges for New Builds. **CARRIED**

NEW BUSINESS:

Nil

COMMITTEE REPORTS:

1. Policies & Priorities Committee

- Minutes of the November 21, 2024 meeting were reviewed.
- Next Meeting January 2025.

Motion 455/24

Motion by Councilor Roberts to accept Policies & Priorities Committee report as information.

CARRIED

2. Mountain View Regional Waste Commission

- Next Meeting TBD.

3. Mountain View Regional Water Commission

- Next Meeting November 27, 2024.

4. Mountain View Seniors' Housing

-The Board met on November 14, 2024. D. Fulton, MVC Councilor, serves as the Board Chair. Councilor Fricke serves as Vice Chair. Sundre Mayor R. Warnock serves as the Foundation's chairman. The board approved the 2025 requisitions. Chinook Winds Lodge is currently 93% occupied. The 2025 capital budget has been approved. On November 21, 2024, MVSH hosted their annual staff appreciation event. CAO S. Stilling did an excellent job hosting, with plenty of staff engagement and recognition.

Motion 456/24

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

- November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Ball

- November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Fricke

- November 14, 2024, attended MVSH Board Meeting.
- November 16, 2024, attended the Town of Carstairs Craft Market.
- November 21, 2024, attended Policies & Priorities Committee Meeting.
- November 21, 2024, attended MVSH Staff Appreciation Event.
- November 22, 2024, met with a resident.

Councilor Ratz

- November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Roberts

- November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Wilcox

- November 14, 2024 attended Parkland Executive Board Meeting.
- November 18, 2024, attended the Carstairs Public Library Board Meeting. The library is seeing consistent growth every month. Reminder that the Library is holding their Christmas party on December 3, 2024.

Mayor Colby

- November 21, 2024, attended Policies & Priorities Committee Meeting.
- Craft market

Motion 457/24

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

CARRIED

CORRESPONDENCE:

1. Letter of Request-Kiwanis

Council reviewed a letter from the Olds and District Kiwanis Music Festival Society requesting donations. Historically, the town has donated \$500.

Motion 458/24

Motion by Councilor Fricke to direct administration to accept the same funding model as in the past and donate \$500 to the Olds and District Kiwanis Music Festival Society.

CARRIED

2. Carstairs Public Library Board Appointment-Marjorie Jantzen

Motion 459/24

Motion by Councilor Ball to appoint Marjorie Jantzen to the Carstairs Public Library Board for a 3-year term.

CARRIED

CAO'S REPORT:

- November 19, and 25, 2024, met with Enterprise Fleet. They will be presenting at the December 9, 2024, council meeting.
- November 20, 2024, met with ISL regarding 2025 rates and extension of contract, grant applications for the water reservoir, and Administrative building expansion.
- November 21, 2024, met with AHS to discuss possible leasing options.
- Dealing with legal matters, staff evaluations, budgets, grant applications.
- Meeting with Water Commission on Wednesday.

Motion 460/24

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

CARRIED

COUNCILOR COMMENTS: Nil

PUBLIC QUESTION

PERIOD: Nil

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 461/24

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Personnel Privacy as per Section 17 of FOIP at 7:35 p.m.

CARRIED

Motion 462/24

Motion by Councilor Fricke to come out of the closed meeting session at 7:53 p.m.

CARRIED

NEXT MEETING:

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

ADJOURNMENT:

Motion 463/24

Motion by Councilor Roberts to adjourn the meeting of November 25, 2024, at 7:54 p.m.

CARRIED



Lance Colby, Mayor



Rick Blair, CAO