

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, JANUARY 25, 2021, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**ATTENDEES:** Mayor Colby, Councilors Blair, Wilcox, Green, Allan, Ratz and Gil, CAO Carl McDonnell, Director of Legislative and Corporate Services Shannon Allison, and Executive Assistant Brenda Coles

**ABSENT:** Nil

**CALL TO ORDER:** Mayor Colby called the meeting of January 25, 2021 to order at 7:07 p.m.

**ADDED ITEMS:** Mayors of South Central Alberta Letter 8.c

**ADOPTION OF AGENDA:**

Motion 016/21 Motion by Councilor Wilcox to accept the Regular Council agenda of January 25, 2021, as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

Motion 017/21 Motion by Councilor Blair to adopt the Regular Council minutes of January 11, 2021, as presented.

**CARRIED**

**BUSINESS ARISING FROM  
PREVIOUS MEETING:**

**1. Alberta Community Partnership IC Council Resolution for the Regional Emergency Management Framework**

**DELEGATIONS:**

**1. Urban Systems Becky Soby** – Provided a brief over view of Bylaw No. 2007 Amended for Food Processing and Packaging, and Specialty Food Store.

**2. MLA Nathan Cooper (via Zoom)**

- MLA Cooper stated he appreciated the opportunity to say his thoughts about the pandemic and how daily lives have been changed, and how that looks in 2021. He thanked and commended Carstairs for the great work that is being done in the community to help with the curve. He said he has met with other municipalities within his constituency to discuss small businesses, and the need to respond with regional solutions. It is a challenge with COVID regulations and rural small business as they are lumping them in with the city. MLA Cooper stated he will continue to advocate for small business and rural Alberta and the health of residents. He has had conversations with the Minister of Health, his constituents, and small business leaders who are frustrated not knowing what the path ahead is. He commented that clear definitions are needed for children sports, recreation facilities, gyms, in person dining, in regards to what cases numbers or hospitalizations numbers need to be reached for the COVID restrictions to be lifted. Those are the types of things he has been working on, and would like constituents to provide feedback, and then he can take it back to the Health Minister.

Councilor Ratz question related to senior housing and projects to be filled down the road. There are requests for additional spaces, what source of resources are available to put into existing and new projects. MLA Cooper anticipates an announcement in the near to mediate future. There have been three solid presentations brought before the Minister of Seniors Housing right now, Carstairs, Strathmore and Trochu, St. Mary's Health, and Community Housing Foundations. He is impressed with the model for Carstairs, he will continue to advocate for it.

Councilor Allan question was on the process the government has to open up facilities and get people back into sports, and which supports mental health. The Emergency Management Committee has a meeting Tuesday to discuss numbers, and potential numbers, break down low risk, medium, medium high and high risk. He agrees there is a need for minor sports, dance, gymnastic and hockey to open up and believes it can be done safely with COVID restrictions and along with gyms opening.





Also that an emphasis needs to be put on mental health and the need for restrictions to be able to open up as quickly as possible.

Councilor Gil stated that some of the restrictions imposed don't make sense, such as tattoo, waxing and hair salons being able to open, but not allowing a small coffee shop, or restaurant to open with social distancing put in place. Why you can go to a shopping mall, but not Subway, there is no rhyme or reason. MLA Cooper stated these are decisions made by Dr. Hinshaw and the Emergency Management Committee; their means to the decision making process is to balance health and wellness and business.

Councilor Greens question was in regards to regionalization, the restrictions are a major disruption in the way our communities are running.

MLA Cooper has had similar concerns from many people inside the constituency, and many are feeling the negative feedback. He has reached out to Minister Shandro, and Dr. Hinshaw by phone and email and discussed the constituents and his frustration. He stated that Government is a mini democracy, and he will continue to advocate for more regional support, consistent message to the Minister of Health and will continue to relay your and my frustration.

Councilor Wilcox expressed concern with regards to the high numbers of people with mental health and addictions, and the lack of resources available and being at capacity; and with lack of communication with the MLA's office.

MLA Cooper stated he was aware that the mental health resources have been pushed to the limit, and that all across the region, other communities are being faced with these underlying challenges. This is a concern as well and he has been in discussions with other colleagues, as it affects the mental health of children, seniors, families and business owners and the economic challenges that go along with it. MLA Cooper apologized for the communication, his office does track the incoming and outgoing emails, phone calls and endeavors to respond, and call people back at every opportunity. He has given his number to all Council members to use.

Councilor Blair thanked MLA Cooper for coming to Council, and switched it up by saying that the MLA and himself have been working together, and has been responsive to MVRWC. His question was in regards to the line twinning and an extension of the grant with Transportation and Minister McIvor. MLA Cooper will put it before the Minister, for a longer period of time for pay back would make it more palatable for the commission; he will follow up next week. Clarification that the project was over a lengthy period of time; the actual cost was better than the estimate.

Mayor Colby, stated the real importance and impact on all towns was on being able to open things up. The need to hear back on where the government was on opening up the Arena and how long until we hear. The Town is trying to make a decision if the Arena will be able to stay open or closed; should the ice be taken out due to the cost of running the facility and it remains empty.

MLA Cooper did not have an exact timeline, the Committee has meetings on Tuesday and Wednesday this week and he is hopeful they will get it finalized by the end of the week. Mayor Colby asked which ministers sat on the Committee and MLA Cooper supplied the list to Council.

In closing MLA Cooper stated he looked forward to receiving letters from the constituents that Councilor Wilcox had mentioned would be coming his way, stating it is advantageous for communities to write. He will continue to advocate for rural Alberta and his constituents. Mayor Colby thanked MLA Cooper on behalf of Council for attending and asked that he message the CAO and himself with any updates, or decision that would affect the Arena so the community can move forward. Take care.

Motion 018/21

Motion by Councilor Green to accept MLA Nathan Coopers presentation as information.

**CARRIED**





**BYLAWS & POLICIES:****1. Bylaw No. 2007 Amended Land Use Bylaw 2<sup>nd</sup> & 3<sup>rd</sup> Reading**

- The changes to the amended Land Use Bylaw was to allow for food processing and packaging in industrial locations and Specialty Food Stores in commercial locations. The Land Use Bylaw Amendment went to the Public Hearing prior to Council and came back to Council for second and third readings.

Motion 019/21

Motion by Councilor Green to give second reading of Bylaw No. 2007 Amended Land Use Bylaw.

**CARRIED**

Motion 020/21

Motion by Councilor Blair to give third and final reading of Bylaw No. 2007 Amended Land Use Bylaw.

**CARRIED****2. Bylaw No. 885 Amended Municipal Elections Candidates Deposit Bylaw**

- The changes to the amended Bylaw are to allow for the new legislation from the Local Authorities Election Act (LAEA) Guidelines.

Motion 021/21

Motion by Councilor Green to give first reading of Bylaw No. 885 Amended Municipal Elections Candidates Deposit Bylaw.

**CARRIED**

Motion 022/21

Motion by Councilor Wilcox to give second reading of Bylaw No. 885 Amended Municipal Elections Candidates Deposit Bylaw.

**CARRIED**

Motion 023/21

Motion by Councilor Blair to move to third reading of Bylaw No. 885 Amended Municipal Elections Candidates Deposit Bylaw.

**UNANIMOUSLY CARRIED**

Motion 024/21

Motion by Councilor Ratz to give third and final reading of Bylaw No. 885 Amended Municipal Elections Candidates Deposit Bylaw.

**CARRIED****3. Policy No. 26-001-21 Carstairs Community Peace Officer Daily Procedures**

- Councilor Gil spoke to the changes to the Policy are mostly wordsmithing; the policies have been updated and the changes are in red.

Motion 025/21

Motion by Councilor Allan to approve Policy No. 26-001-21 Carstairs Community Peace Officer Daily Procedures.

**CARRIED****4. Policy No. 26-002-21 Carstairs Community Peace Officer Vehicle/Equipment**

- Councilor Gil stated the changes to the Policy are wordsmithing more than anything else.

Motion 026/21

Motion by Councilor Wilcox to adopt Policy No. 26-002-21 Carstairs Community Peace Officer Vehicle/Equipment.

**CARRIED****5. Policy No. 26-003-21 Carstairs Community Peace Officer Communications and Media Releases.**

- Councilor Gil stated the changes to the Policy are wordsmithing and how they talk to the press.

Motion 027/21

Motion by Councilor Green to approve Policy No. 26-003-21 Carstairs Community Peace Officer Communications and Media Releases.

**CARRIED****6. Policy No. 26-004-21 Carstairs Community Peace Officer Inter - Agency.**

- The changes to the Policy are how they react and work with outside agencies especially R.C.M.P





Councilor Ratz asked that the following changes be made under the heading Guidelines, change to shall instead of please, and need to approve prior to leaving.

Motion 028/21

Motion by Councilor Ratz to approve Policy No. 26-004-21 Carstairs Community Peace Officer Inter Agency as amended.

**CARRIED**

**7. Policy No. 26-017-21 Use of Force Policy Defensive Baton/OC Spray**

- The changes to the Policy are mostly wordsmithing.

Motion 029/21

Motion by Councilor Gil to approve Policy No. 26-017-21 Use of Force Policy Defensive Baton/OC Spray.

**CARRIED**

**8. Fire Department Standard Operating Guidelines (SOG's)**

- CAO McDonnell spoke to the forty nine guidelines and Administration recommended that Council approve the guidelines. Two of the Council members asked for changes to a few of the guidelines and will make them with Fire Chief Schaffer.

Motion 030/21

Motion by Councilor Gil to approve the forty-nine Fire Department Standard Operating Guidelines.

**CARRIED**

**NEW BUSINESS:**

**1. 2021 Census of Population – Request for support of the Census by Resolution**

Motion 031/21

Motion by Councilor Ratz to move that the Council of the Town of Carstairs supports the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gr.ca](http://www.census.gr.ca) Accurate and complete census data support programs and services that benefit our community.

**CARRIED**

**2. Library Safety and Use Bylaw**

Councilor Green spoke to the standard operating procedures, stating that the changes made were ones the Alberta Library Act required. The Library Board approves the Safety & Use Bylaw. Council needs to accept as information.

Motion 032/21

Motion by Councilor Wilcox to accept all the Library Safety and Use Bylaw as information.

**CARRIED**

**3. Mayors of South Central Alberta**

Mayor Colby read the letter to Council from Mayor Rhonda Hunter, of the Town of Didsbury.

He stated that Councilor Blair attended the last virtual meeting and would speak to it.

Councilor Blair stated the last meeting was very informative, and pertinent to our region, it was a good swath between Red Deer and Airdrie and a good representation who will advocate for us with the Provincial Government. The Committee is municipalities of similar size, within the area with similar issues. Issues include AUMA and RMA, and requiring funding for reservoir and lagoon systems, how we police and issues with doctors trying to get them to smaller communities, public negotiations with Health Services and doctors, Problems with small town rural and no one is addressing this for us with the Province. In regards to COVID a letter from the mayors has been sent on small business. Economic recovery workshops and CAEP; dropping out when not seeing much back on our side or participating.

There was very good dialogue back and forth, a lot of give and take and suggestions, and a good sounding board for the mayors through this forum, More discussion on how to work together, or combine efforts together as one voice; sequence of priorities so they can all be addressed, in a meaningful way,

Motion 033/21

Motion by Councilor Gil to accept the Mayors of South Central Lettter as information.

 **CARRIED**



**COMMITTEE REPORTS:****1. Legislative & Emergency Services Committee**

- Councilor Ratz gave an oral report on the January 19, 2021 meeting. Minutes are attached.
- Next meeting is on Tuesday, February 16, 2021.

**2. Strategic Planning & Corporate Affairs Committee**

- Councilor Ratz gave an oral report on the January 25, 2021 meeting.
- Next meeting is on Monday, February 22, 2021.

**3. Policy & Governance Committee**

- Councilor Gil gave an oral report on the January 12, 2021 meeting. Minutes are attached.
- Next meeting is on Tuesday, February 9, 2021.

**4. External Relations Committee**

- Councilor Allan gave an oral report on the January 21, 2021 meeting. Minutes are attached.
- Next meeting is on Thursday, February, 18, 2021.

**5. Mountain View Regional Waste Commission**

- Councilor Green had no report at this time.
- Next meeting is on February 22, 2021.

**6. Mountain View Regional Water Commission**

- Councilor Blair gave an oral report on the January 13, 2021 meeting and Personnel meeting.
- The Regional and Audit meeting was held on January 19, 2021.
- Next meeting is on February, 14, 2021.

**7. Mountain View Seniors' Housing**

- Councilor Ratz stated that the second round of vaccines for Carstairs Lodge and MVSH is scheduled for February 3, 2021.
- Next meeting will be held on January 28, 2021.

**8. Municipal Area Partnership**

- Mayor Colby had no report at this time.
- Next meeting will be held on January 30, 2021 in Didsbury.

**9. Carstairs Community Development & Economic Partnership (CCD&EP)**

- Councilor Ratz gave an oral report on the January 13, 2021 meeting. Recruiting for new members was tabled due to COVID, and the Committee would like to arrange a BBQ in the fall if restrictions have lifted by then. Discussions on the community tents; what other user groups would use them for. The Committee would like to acknowledge Rob McKay's efforts in delivering the Emergency Services Bags.

**10. Central Alberta Economic Partnership (CAEP)**

- Councilor Ratz had no report at this time.
- Next meeting to be determined.

Motion 034/21

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

**CARRIED****COUNCILOR REPORTS:****Councilor Ratz**

- Attended CCDEP on January 13, 2021.
- Attended Legislative and Emergency Services Committee meeting on January 19, 2021.
- Attended Strategic Planning and Corporate Affairs Committee meeting on January 25, 2021.

**Councilor Wilcox**

- Attended Legislative and Emergency Services Committee meeting on January 19, 2021.
- Attended External Relations Committee meeting on January 21, 2021. Also on that date called and spoke with MLA Nathan Cooper on the regionalization.

**Councilor Allan**

- Attended Policy and Governance Committee meeting on January 12, 2021.

- Attended External Relations Committee meeting on January 21, 2021.

**Councilor Green**

- Attended Policy and Governance Committee meeting on January 12, 2021.
- Attended External Relations Committee meeting on January 21, 2021.
- Attended the Legislative and Emergency Services meeting on January 19, 2021.
- Attended the Carstairs Library Board, and Trustee meeting on January 19, 2021, where the Plan of Service which is done every 5 years, and the 2020 Annual Report was approved.
- The Financial year end report was approved for December 31, 2020 and the books have been given to the Auditors.
- The Library Board is losing member Don Critten who has been on the board for 5 years. Council will be seeing new Library Board applications come in.

**Councilor Gil**

- Attended Policy and Governance Committee meeting on January 12, 2021.
- Attended Strategic Planning and Corporate Affairs Committee meeting on January 25, 2021.

**Councilor Blair**

- Attended MVRWC meetings on January 13, and 19, 2021.
- Attended External Relations Committee meeting on January 21, 2021.
- Attended Strategic Planning and Corporate Affairs Committee meeting on January 25, 2021.

**Mayor Colby**

- Attended Policy and Governance Committee meeting on January 12, 2021.
- Attended the Strategic Planning & Corporate Affairs Committee meeting on January 25, 2021.

Motion 035/21

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

**CARRIED****CORRESPONDENCE:**

Nil

**CAO'S REPORT:**

1. CAO McDonnell followed up the item in regards to CP Rail railway ties, the response back from CP Rail was they would require special equipment to remove the ties and they do not have resources at this time to remove them at this location, and plan to remove later this year.
2. Correspondence Mountain View County Re: Wessex Area Structure Plan is in conflict with the new Intermunicipal Development Plan so they will be repealing it.
3. Administration would like Councils direction on the Memorial Arena if the ice should be removed; or should remain in pending notification from the Province and COVID Restrictions. Minor Hockey would like the ice to remain in and other user groups; however with the cost of \$10,000.00 to keep it in Administration would recommend turning off the plant on Friday this week and taking it out next week. Alberta Health and Dr. Hinshaw are to make an announcement or decision on or before February 5, 2021. Council decision is to wait and see what happens at that time.

Motion 036/21

Motion by Councilor Allan to remove the ice from the Memorial Arena unless clear direction is given by the Alberta Government by February 5, 2021.

**CARRIED**



Motion 037/21

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

**CARRIED**

**COUNCILOR CONCERNS:** 1. Councilor Gil, has received resident concerns with respect to residents taking dogs for walks at the Golf Course. Concern that a few residents are not following signage and guideline will ruin it for the remaining residents. Councilor Blair stated him and his wife enjoy the walking paths and has had good back feedback from other residents. Council directed Administration to order larger signs; 4 x 8 to be put up.

2. Councilor Wilcox stated business owners have appreciated Council's showing their support through COVID by waiving the 2021 business license fees and for advocating for them.

3. Councilor Green stated he watched CTV Saturday Night and said it was an excellent commentary on Carstairs.

Motion 038/21

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

**CARRIED****PUBLIC QUESTION PERIOD:**

Nil

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING SESSION:**

Section 197 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 29).

*Item 1. Negotiation Community Hall and Elks Group**Item 2. Financial Reports**Item 3. AHS**Item 4. Personnel**Item 5. Legal –Storm Ponds Skating*

Motion 039/21

Motion by Councilor Blair that Council closes the meeting to the Public at 8:57 p.m. to discuss closed session items.

**CARRIED**

Motion 040/21

Motion by Councilor Blair to come out of the closed meeting session at 9:54p.m.

**CARRIED**

Motion 041/21

Motion by Councilor Wilcox to direct Administration to transfer \$33,000.00 to reserve account 4-72-04-710-0 Golf Carts to contribute to the Golf Cart Lease.

**CARRIED**

Motion 042/21

Motion by Councilor Green to direct Administration to transfer \$124,412.72 to reserve account 4-32-00-760-0 Roads to contribute to the 2021 Main Street Project.

**CARRIED**

Motion 043/21

Motion by Councilor Gil to direct Administration to transfer \$40,000.00 to reserve account 4-41-00-760-0 Water to contribute to the 2021 Capital (Pump#4-\$25k &amp; Scada Upgrade-\$15k)

**CARRIED**

Motion 044/21                      Motion by Councilor Allan to direct Administration to transfer \$10,000.00 to reserve account 4-42-00-760-0 to contribute to the 2021 Lagoon Manholes.

**CARRIED**

Motion 045/21                      Motion by Councilor Ratz to direct Administration to transfer \$150,000.00 to reserve account 4-41-00-760-0 Water.

**CARRIED**

Motion 046/21                      Motion by Councilor Blair to direct Administration to transfer \$175,000.00 to reserve account 4-42-00-760-0 Sanitary.


**CARRIED**

**NEXT MEETING:**                      Monday, February 8, 2021

**ADJOURNMENT:**

Motion 047/21                      Motion by Councilor Gil to adjourn the meeting of January 25, 2021, at 9:55 p.m.

**CARRIED**

  
\_\_\_\_\_  
Lance Colby, Mayor

  
\_\_\_\_\_  
Carl McDonnell, CAO