

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, FEBRUARY 24, 2025, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

<b>ATTENDEES:</b>	Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts & Wilcox; Director of Legislative & Corporate Services Shannon Allison; Director of Planning & Development Kirk Willisroft; CAO Rick Blair; Executive Assistant Kayleigh Van Es
<b>ABSENT:</b>	Councilor Ratz
<b>CALL TO ORDER:</b>	Mayor Colby called the meeting of Monday, February 24, 2025, to order at 7:01 p.m.
<b>ADDED ITEMS:</b>	Nil
<b>ADOPTION OF AGENDA:</b>	
Motion 048/25	Motion by Councilor Fricke to adopt the Regular Council agenda of February 24, 2025, as presented. <b>CARRIED</b>
<b>ADOPTION OF PREVIOUS MINUTES:</b>	
Motion 049/25	Motion by Councilor Wilcox to adopt the Public Hearing Minutes-Bylaw No. 2058 of February 10, 2025, as presented. <b>CARRIED</b>
Motion 050/25	Motion by Councilor Allan to adopt the Public Hearing Minutes-Bylaw No. 2059 of February 10, 2025, as presented. <b>CARRIED</b>
Motion 051/25	Motion by Councilor Roberts to adopt the Regular Council Meeting minutes of February 10, 2025, as presented. <b>CARRIED</b>
<b>BUSINESS ARISING FROM PREVIOUS MEETING:</b>	Nil
<b>DELEGATIONS:</b>	<b>1. Land Use Redesignation Report-Kirk Willisroft</b> K. Willisroft spoke to the report on Land Use Redesignation Application 24-02 proposing to redesignate NE ¼ Sec. 8 Twn. 30 Range. 1, W5M from Medium Density Residential – Attached Dwelling District (R3) to Low Density Residential District – Single Detached District (R1) to Low Density Residential. The purpose of this Land Use Redesignation is to take the land back to R1 as it has been sitting vacant for many years, and the small single-family development fits the surrounding areas. ATEC has addressed the access points, and will be finalized during the subdivision process. Administration recommends approving the redesignation of both parcels.  Councilor Fricke provided clarification on the locations of the current access points.  Councilor Wilcox confirmed that no additional responses have been received since the Public Hearings held on February 10, 2025.
Motion 052/25	Motion by Councilor Ball to accept Land Use Redesignation Report as information. <b>CARRIED</b>
<b>BYLAWS &amp; POLICIES:</b>	<b>1. Bylaw No. 2058 Land Use Redesignation-693 10<sup>th</sup> Ave</b>
Motion 053/25	Motion by Councilor Wilcox to give second reading of Bylaw No. 2058 Land Use Redesignation-693 10 <sup>th</sup> Ave, as presented. <b>CARRIED</b>
Motion 054/25	Motion by Councilor Allan to give third and final reading of Bylaw No. 2058 Land Use Redesignation-693 10 <sup>th</sup> Ave, as presented. <b>CARRIED</b>
	<b>2. Bylaw No. 2059 Land Use Redesignation-701 10<sup>th</sup> Ave</b>
Motion 055/25	Motion by Councilor Ball to give second reading of Bylaw No. 2059 Land Use Redesignation-701 10 <sup>th</sup> Ave, as presented. <b>CARRIED</b>

Motion 056/25                      Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2059 Land Use Redesignation-701 10<sup>th</sup> Ave, as presented.

CARRIED

NEW BUSINESS:                      Nil

COMMITTEE REPORTS:            **1. Policies & Priorities Committee**  
-Next meeting March 20, 2025.  
**2. Mountain View Regional Waste Commission**  
-Next meeting April 2025.  
**3. Mountain View Regional Water Commission**  
-Mayor Colby provided a verbal report on the meeting of February 12, 2025. Stating that the preliminary audit has begun and that analysis of snowpack levels were reviewed. The data indicates conditions for potential drought. Next meeting March 12, 2025.  
**4. Mountain View Seniors' Housing**  
-Councilor Fricke provided a verbal report on the meeting of February 20, 2025. The Board reviewed the internal risk management framework, and MVSH is in the process of developing an asset management framework. It was noted that the Town of Carstairs has been identified as a valuable resource to assist with this framework. The MVSH Foundation will be holding their casino on May 7-8, 2025, and is seeking volunteers. Additionally, the annual foundation golf tournament is set for September 11, 2025, in Carstairs. Next meeting March 27, 2025.

Motion 057/25                      Motion by Councilor Wilcox to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:            **Councilor Allan**  
- Nothing to report at this time  
**Councilor Ball**  
- Nothing to report at this time.  
**Councilor Fricke**  
- February 14, 2025, met with Deputy Reeve, MVSH Board Chair Dwayne Fulton, and MVSH CAO Stacey Stilling to discuss the upcoming Board and Management Strategic Retreat in April. Thanking CAO Blair and J. Schaffer for allowing the use of the Fire Hall training room.  
- February 20, 2025, attended MVSH Board meeting.  
- The Government of Alberta has launched a survey to gather public feedback on the continuing care system, which affects seniors in long-term care, those aging at home, and any Albertans with continuing care needs. The survey will remain open until March 3, 2025.  
**Councilor Ratz**  
- Absent  
**Councilor Roberts**  
- February 12, 2025, attended Mountain View Regional Water Commission meeting.  
- February 14, 2025, attended the Heritage Centre's Dance Fundraiser.  
- February 19, 2025, attended Carstairs Nature Space meeting.  
- February 23, 2025, attended a Concert at the Heritage Centre.  
**Councilor Wilcox**  
- February 17, 2025, attended Carstairs Library Board meeting.  
- February 18, 2025, attended Town of Didsbury Interagency meeting with topics including recruiting more volunteers. Will be working with L. King at Carstairs FCSS to try and recruit more volunteers.  
**Mayor Colby**  
- February 11, 2025, met with RCMP regarding the Regional Policing Report.  
- The official numbers for the 2024 Municipal Census have been approved, showing that Carstairs has a population of 5,313.  
- February 12, 2025, attended Mountain View Regional Water Commission meeting.

Motion 058/25                      Motion by Councilor Fricke to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE:                **1. Science Fair Judging Request**  
Council received a request from the Mountain View Science and Technology Society for judges for the upcoming MSTS Science Fair on March 1, 2025. Councilor Fricke and Councilor Roberts will be in attendance.

Motion 059/25

Motion by Councilor Wilcox to accept the Science Fair Judging Request as information.

**CARRIED****2. Minister's Award for Municipal & Public Libraries**

Council reviewed the letter inviting submissions for Minister's Awards for Municipal and Public Library Excellence (MAMPLE).

Motion 060/25

Motion by Councilor Ball to accept the Minister's Award for Municipal & Public Libraries letter as information.

**CARRIED****3. Jitterbug Dance Academy Request**

Council reviewed the letter of request for a reduced rental rate at the Community Hall for their Family Dance Fundraiser on March 1, 2025.

Motion 061/25

Motion by Councilor Allan to approve the letter of request from Jitterbug Dance Academy for their upcoming event on March 1, 2025, at the Carstairs Community Hall with the understanding they will not be eligible for a reduced rate again until 2029.

**CARRIED****CAO'S REPORT:**

- February 4, 2025, met with ATEC regarding growth and scheduled an in-person tour to assess concerns.
- February 19, 2025, met with architects regarding the administration building expansion.
- February 21, 2025, tenders closed for the new water reservoir.
- The Land Use Bylaw survey closes on February 28, 2025. All questions must be submitted via the survey.
- ICC meeting is scheduled for February 27, 2025.
- The Municipal Census has been accepted with a population of 5,313. Municipal Affairs conducted three separate audits on the census, and many municipalities did not have their numbers accepted due to the auditing process. Special Thanks to K. Van Es and C. Allan for their thorough work.
- Growth study ongoing
- Expecting to receive the Regional Policing Study this week.
- Enterprise fleet transition meetings are ongoing.
- Operating budget in progress.
- Assessment notices to be sent out soon.
- All Council meeting at the County is scheduled February 26, 2025.

Motion 062/25

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

**CARRIED****COUNCILOR COMMENTS: 1. Councilor Fricke**

- Received two compliments about snow removal and road maintenance. Praising C. Fox and her team for their great work.
- Received feedback from a resident about the day camps and activities run under Carstairs Recreation/FCSS. The resident is very happy with the variety of programming, and their kids love the activities. Thanking P. Schmick-Roy, L. King, N. Phillips, and team.
- Inquiry about long-term recreation plans for the town.

**2. Councilor Wilcox**

- Received feedback regarding the Land Use Bylaw Survey.

**3. Councilor Allan**

- Received compliments on snow removal and answered a few development questions.

**4. Colby**

- Received a question of when Carstairs will be getting a Dairy Queen; so far nothing on the books.

Motion 063/25

Motion by Councilor Roberts to accept Councilor Comments as information.

**CARRIED****PUBLIC QUESTION PERIOD:****1. Darrah Selanders**

D. Selanders inquired about the Land Use Bylaw (LUB) update, specifically questioning why the update was initiated and what was included in the scope of work. CAO Blair responded that the update was initiated by administration and that the scope of work includes a full revamp of the bylaw. D. Selanders confirmed that the review is being conducted by a consulting company and that they are performing a comprehensive evaluation of the bylaw. D. Selanders then expressed concerns regarding the duties of the CAO as outlined

in the bylaw, stating her opinion that this section requires revision. At this point, Mayor Colby interjected to clarify that the Land Use Bylaw remains open for review. He explained that concerns should be submitted through the online survey, and once the consulting company completes its review on February 28, 2025, a report will be presented to Council. Based on the consultants' expertise and recommendations, Council will conduct any necessary revisions. Following this process, a Public Hearing will be held, at which time any remaining concerns can be addressed.

D. Selanders further raised concerns about the decision to conduct the consultation virtually rather than holding an in-person open house. Mayor Colby explained that the virtual open house has been accessible since February 12 and will remain open until February 28, allowing ample time for public review and comment submission. He noted that traditional in-person open houses are typically held for a single day and often experience low attendance, whereas the extended online format provides a broader opportunity for community engagement.

D. Selanders reiterated her concerns regarding the bylaw's interpretation, suggesting that it grants excessive authority to administration. Additionally, she expressed reservations about the online survey process, voicing concerns that responses may be overlooked.

At 7:37 p.m.

Councilor Wilcox raised a Point of Order, stating that the Mayor had already provided a clear explanation of the process. Emphasizing that the survey is the appropriate channel for submitting feedback and that the expertise of the hired consultants should be relied upon to guide the review. Further noting that all responses will be considered in the final report and that no further discussion was necessary at this stage. The Mayor and the rest of Council concurred with this position.

A member of the gallery inquired about where the survey had been advertised. Mayor Colby responded that it has been promoted across multiple social media platforms as well as in the newspaper.

**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 064/25

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 7:41 p.m.

**CARRIED**

Motion 065/25

Motion by Councilor Ball to come out of the closed meeting session at 8:40 p.m.

**CARRIED**

**NEXT MEETING:**

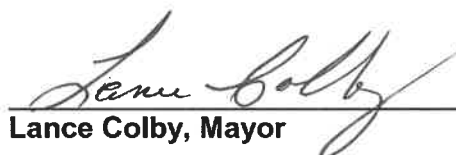
Monday, March 10, 2025, at 7:00 p.m.

**ADJOURNMENT:**

Motion 066/25

Motion by Councilor Allan to adjourn the meeting of February 24, 2025, at 8:41 p.m.

**CARRIED**

  
Lance Colby, Mayor

  
Rick Blair, CAO