

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

<b>ATTENDEES:</b>	Deputy Mayor Allan, Councilors 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
<b>ABSENT:</b>	Mayor Colby
<b>CALL TO ORDER:</b>	Deputy Mayor Allan called the meeting of Monday, March 24, 2025, to order at 7:00 p.m.
<b>ADDED ITEMS:</b>	Nil
<b>ADOPTION OF AGENDA:</b> Motion 084/25	Motion by Councilor Ball to adopt the Regular Council agenda of March 24, 2025, as presented. <b>CARRIED</b>
<b>ADOPTION OF PREVIOUS MINUTES:</b> Motion 085/25	Motion by Councilor Fricke to adopt the Regular Council Meeting minutes of March 10, 2025, as presented. <b>CARRIED</b>
<b>BUSINESS ARISING FROM PREVIOUS MEETING:</b>	Nil
<b>DELEGATIONS:</b>	Nil
<b>BYLAWS &amp; POLICIES:</b>	<b>1. Bylaw No. 2056 Rates &amp; Fees Bylaw-Amended</b> The amended Bylaw was reviewed at the last Policies & Priorities Committee meeting, incorporating fees to align with Bylaw No. 977 Illegal Discharge of Sump Pumps.
Motion 086/25	Motion by Councilor Wilcox to give first reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. <b>CARRIED</b>
Motion 087/25	Motion by Councilor Fricke to give second reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. <b>CARRIED</b>
Motion 088/25	Motion by Councilor Roberts to move to third and final reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. <b>UNANIMOUSLY CARRIED</b>
Motion 089/25	Motion by Councilor Ratz to give third and final reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. <b>CARRIED</b>
	<b>2. Bylaw No. 2060 Land Use Bylaw</b> K. Williscroft presented the revisions made in response to the community engagement survey. Updates included redefining development staff and development authority, clarifying the distinctions between light and heavy manufacturing, and defining the term nuisance. Additionally, the amendments addressed landscaping concerns and improved regulations for sightlines at intersections.
Motion 090/25	Motion by Councilor Ball to give first reading of Bylaw No. 2060 Land Use Bylaw, as presented. <b>CARRIED</b>
	<b>3. Bylaw No. 2062 Encroachment Bylaw</b> The Bylaw was reviewed at the last Policies & Priorities Committee meeting, where it was recommended for submission to Council for ratification.
Motion 091/25	Motion by Councilor Wilcox to give first reading of Bylaw No. 2062 Encroachment Bylaw, as presented. <b>CARRIED</b>
Motion 092/25	Motion by Councilor Fricke to give second reading of Bylaw No. 2062 Encroachment Bylaw, as presented. <b>CARRIED</b>

Motion 093/25                      Motion by Councilor Roberts to move to third and final reading of Bylaw No. 2062 Encroachment Bylaw, as presented.

**UNANIMOUSLY CARRIED**

Motion 094/25                      Motion by Councilor Ratz to give third and final reading of Bylaw No. 2062 Encroachment Bylaw, as presented.

**CARRIED**

**4. Policy No. 12-040-25 Tangible Capital Asset Policy**

The Policy was reviewed at the last Policies & Priorities Committee meeting, where it was recommended for submission to Council for adoption.

Motion 095/25                      Motion by Councilor Ratz to adopt Policy No. 12-040-25 Tangible Capital Asset Policy as presented.

**CARRIED**

**NEW BUSINESS:**

**1. 2025 Operating Budget**

S. Allison presented the budget document, which was developed based on discussions from the last Policies & Priorities Committee meeting. The budget reflects a decrease in operating expenses, an increase in operating revenues, and a significant rise in assessments. The Mill Rate will be set at the next Council meeting.

Councilor Fricke inquired about how the proposed Mill Rate compares to last year's. S. Allison responded that the proposed Mill Rate will be lower than the previous year's.

Motion 096/25                      Motion by Councilor Wilcox to adopt the 2025 Operating Budget as presented.

**CARRIED**

**COMMITTEE REPORTS:            1. Policies & Priorities Committee**

Minutes of the March 20, 2025 meeting were reviewed.

Motion 097/25                      Motion by Councilor Wilcox to accept Policies & Priorities Committee meeting minutes as information.

**CARRIED**

**2. Mountain View Regional Waste Commission**

-Next meeting April 28, 2025.

**3. Mountain View Regional Water Commission**

-Councilor Roberts gave verbal report on the meeting of March 12, 2025. AGM April 9, 2025.

**4. Mountain View Seniors' Housing**

-Next meeting March 27, 2025.

Motion 098/25                      Motion by Councilor Ball to accept all Committee Reports as information.

**CARRIED**

**COUNCILOR REPORTS:            Councilor Allan**

- March 20, 2025, attended the Policies & Priorities Committee meeting.

**Councilor Ball**

- Nothing to report at this time.

**Councilor Fricke**

- March 12, 2025, attended MNP's webinar on *Preparing for Tariff Impacts That Go beyond the Bottom Line*. MNP offers a tariff impact analysis tool that allows users to input values and assess how tariffs affect pricing.

- March 16, 2025, attended SuziQ's Pet Spaw Grand Opening.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

**Councilor Ratz**

- March 17, 2025, returned from holidays.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

- March 24, 2025, attended the Heritage Festival meeting. Hoping to come to Council or delegation at the end of April.

**Councilor Roberts**

- March 12, 2025, attended Mountain View Regional Water Commission meeting.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

**Councilor Wilcox**

- March 16, 2025, attended SuziQ's Pet Spaw Grand Opening.

- March 17, 2025, attended the Carstairs Library Board meeting, where the discussion focused on the community needs assessment. Once again, space limitations were identified as a key issue.

- March 19, 2025, met with HSS students and L. King from FCSS to discuss plans for Indigenous Day, scheduled for September 22, 2025.
- March 20, 2025, attended the Policies & Priorities Committee meeting.

**Mayor Colby**

- Absent

**Motion 099/25**

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

**CARRIED**

**CORRESPONDENCE:**

Nil

### CAO'S REPORT:

-March 20, 2025, met with D. Nielsen from HSS. The discussion covered several topics, including the potential establishment of a new agricultural academy, the construction of a new school, and Carstairs' position on the priority list. Additionally, safety concerns regarding access onto Highway 581 were addressed. The Town of Carstairs has met with ATEC regarding the access, and according to ATEC standards, the current access does not comply.

-March 20, 2025, attended the Policies & Priorities Committee meeting.

-March 24, 2025, met with Beef & Barley Days volunteers to address the administrative challenges they're facing, as well as the shortage of volunteers. Since Beef & Barley Days is a core event for the Town of Carstairs, we are committed to working with them and assisting with some of the administrative duties involved in planning the event. Volunteers also discussed new ideas for this year's Beef & Barley Days, including the addition of a 3-day Rodeo.

-Received a letter of complaint regarding encroachment on an ATCO high-pressure gas line, where the resident wishes to leave the fence in place rather than move it. This is a very high-risk situation and needs to be addressed carefully, with the fence needing to be relocated to ensure safety.

Councilor Wilcox inquired about the liability regarding the schools' access onto Highway 581, asking where the responsibility would fall in the event of an accident. CAO Blair responded that once the issue is identified, the school would need to take responsibility. However, after numerous meetings, the school has claimed it does not accept the access as a safety issue, often using the excuse of the cost of moving the existing access to the opposite side of the building. This relocation would become more feasible with the construction of roads from Mandalay Blvd., which will provide access to Highway 581. Councilor Wilcox also asked about the timeline if ATEC decided to shut down the access points. CAO Blair expressed hope to work with both parties to find a fair solution.

Councilor Fricke asked about the volunteer aspect of Beef & Barley Days and what tasks the volunteers are struggling to fill. CAO Blair responded that the volunteers are mainly struggling with the pre-planning phase, although they have plenty of hands-on volunteers for the event days. These challenges are typical for volunteer-driven events, but it would be beneficial if the Carstairs Chamber got involved in the planning. Efforts are currently underway to explore different options to help volunteers focus on the big picture, ensuring the event's continuation for years to come. Councilor Fricke acknowledged that the lack of volunteerism is a concern across the province and Council discussed potential ways to improve volunteer involvement.

**Motion 100/25**

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

**CARRIED**

**COUNCILOR COMMENTS:**

### 1. Councilor Roberts

Received feedback from residents regarding the conditions of seniors housing and the available options.

## 2. Councilor Ball

Also received feedback from residents regarding the conditions of seniors housing and options.

### 3. Councilor Wilcox

Regarding the encroachment email from a resident asking if the reasoning behind moving off the easement was well explained, CAO Blair stated that multiple explanations have been provided emphasizing the importance of understanding the consequences,

clarifying that this is primarily a safety issue and not about singling anyone out.

4. Councilors Allan & Fricke

Invited all Council members to attend the *Jail and Bail* event on April 5, 2025, which will raise money and food donations for the Mountain View Food Bank. The Councilors will be "arrested" until the donation goal is met.

Motion 101/25

Motion by Councilor Wilcox to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

1. Eric Vester

Had a comment regarding the Illegal Discharge of Sump Pumps, asking if educational information has been provided to residents. CAO Blair responded that educational materials have been sent out in the past through mail, media, and newspapers, and the information is currently available on the website. Plans are also in place for another media update in the coming months. E. Vester commented on the lack of volunteers, expressing that it's unfortunate not all organizations can work together, and some groups even face internal struggles. It was suggested that having an inter-agency liaison could be beneficial to improve collaboration among all parties.

2. Daniel Jacobs

Commented that there is a Volunteer Retention Research Report conducted by the University of Lethbridge that could provide valuable insight into the matter of volunteer involvement and retention.

Motion 102/25

Motion by Councilor Ratz to accept the Public Question Period as information.

CARRIED

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 103/25

Motion by Councilor Fricke that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 7:44 p.m.

CARRIED

Motion 104/25

Motion by Councilor Roberts to come out of the closed meeting session at 7:57 p.m.

CARRIED

Motion 105/25

Motion by Councilor Roberts to direct administration to allow Aspenleaf Energy Limited to access and utilize treated effluent from the Town of Carstairs wastewater system.

CARRIED

NEXT MEETING:

Monday, April 14, 2025, at 7:00 p.m.

ADJOURNMENT:

Motion 106/25

Motion by Councilor Ball to adjourn the meeting of March 24, 2025, at 7:58 p.m.

CARRIED

  
Dean Allan, Deputy Mayor

  
Rick Blair, CAO