

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, JUNE 26, 2023, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Roberts, Ratz, & Wilcox  
Director of Legislative & Corporate Services Shannon Allison, &  
Executive Assistant Kayleigh Van Es

**ABSENT:** CAO Rick Blair

**CALL TO ORDER:** Mayor Colby called the meeting of Monday, June 26, 2023, to order  
at 7:00 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:**

Motion 224/23                      Motion by Councilor Roberts to adopt the Regular Council agenda of  
June 26, 2023, as presented. **CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

Motion 225/23                      Motion by Councilor Wilcox to adopt the Regular Council minutes of  
June 12, 2023, as presented. **CARRIED**

**BUSINESS ARISING FROM  
PREVIOUS MEETING:** **1. Policy No. 72-99-001-23 Municipal Campground Policy**  
Councilor Fricke spoke to the Policy that was originally reviewed by  
committee, forwarded to Council for discussion and reviewed by the  
Committee again with no further changes and is being presented to  
Council for approval as amended.

Motion 226/23                      Motion by Councilor Allan to adopt Policy No. 72-99-001-23  
Municipal Campground Policy as amended. **CARRIED**

**DELEGATIONS:** Nil

**BYLAWS & POLICIES:** **1. Bylaw No. 996 Residential Community Standards Bylaw**  
Councilor Fricke spoke to the Bylaw that was reviewed by the Policy  
and Governance Committee. The Bylaw is updated with minor  
grammatical changes, definitions and a section on pests. All changes  
were duplicated in the Industrial and Commercial Standards Bylaws  
with the recommendation to adopt the Bylaw as amended.

Motion 227/23                      Motion by Councilor Ball to give first reading of Bylaw No. 996  
Residential Community Standards Bylaw as amended. **CARRIED**

Motion 228/23                      Motion by Councilor Wilcox to give second reading of Bylaw No. 996  
Residential Community Standards Bylaw as amended. **CARRIED**

Motion 229/23                      Motion by Councilor Fricke to move to third and final reading of Bylaw  
No. 996 Residential Community Standards Bylaw as amended.  
**UNANIMOUSLY CARRIED**

Motion 230/23                      Motion by Councilor Allan to give third and final reading of Bylaw No.  
996 Residential Community Standards Bylaw as amended. **CARRIED**

**2. Bylaw No. 999 Industrial District Standards Bylaw**

Motion 231/23                      Motion by Councilor Roberts to give first reading of Bylaw No. 999  
Industrial District Standards Bylaw as amended. **CARRIED**

Motion 232/23                      Motion by Councilor Ratz to give second reading of Bylaw No. 999  
Industrial District Standards Bylaw as amended. **CARRIED**

Motion 233/23                      Motion by Councilor Ball to move to third and final reading of Bylaw  
No. 999 Industrial District Standards Bylaw as amended.

  
**UNANIMOUSLY CARRIED**



Motion 234/23 Motion by Councilor Wilcox to give third and final reading of Bylaw No. 999 Industrial District Standards Bylaw as amended.

**CARRIED**

**3. Bylaw No. 1000 Commercial District Standards Bylaw**

Motion 235/23 Motion by Councilor Ratz to give first reading of Bylaw No. 1000 Commercial District Standards Bylaw as amended.

**CARRIED**

Motion 236/23 Motion by Councilor Ball to give second reading of Bylaw No. 1000 Commercial District Standards Bylaw as amended.

**CARRIED**

Motion 237/23 Motion by Councilor Wilcox to move to third and final reading of Bylaw No. 1000 Commercial District Standards Bylaw as amended.

**UNANIMOUSLY CARRIED**

Motion 238/23 Motion by Councilor Fricke to give third and final reading of Bylaw No. 1000 Commercial District Standards Bylaw as amended.

**CARRIED**

**NEW BUSINESS:**

**1. Carstairs Public Library Board Resignation-Lucie Salucop**

Motion 239/23 Motion by Councilor Wilcox to accept Lucie Salucop's resignation from the Carstairs Public Library Board.

**CARRIED**

**2. Alberta Municipalities-Convention and Trade show**

Council reviewed the information presented regarding the convention to take place on September 27-29 in Edmonton.

**3. TELUS Fibre**

S. Allison discussed a prospective agreement with TELUS that would deliver fibre internet to the Town Administration Building in order to serve the needs of the town. A Budgeted amount of \$15,000 would be reallocated, and the remaining \$33,000 would be taken out of the Operation Stabilization Account, in order to cover the costs.

Councilor Wilcox inquired what budget item would be reallocated, to which S. Allison answered Telephone upgrades.

Councilor Ball stated that although the cost is a hard pill to swallow for a short distance of line the system needs to be upgraded.

Councilor Ratz and Allan echo Councilor Balls' statement.

Councilor Roberts asked what the current internet speed to which S. Allison answered 50mbps download and 5mbps upload speeds.

Motion 240/23

Motion by Councilor Allan to authorize the Capital cost for installing TELUS Fibre into the Town Administration Building. To reallocate the funds approved in the 2023 Budget designated for Telephone upgrades \$15,000.00 towards the project and the remaining \$33,000.00 from the Operation Stabilization account.

**CARRIED**

**COMMITTEE REPORTS:**

**1. Legislative & Emergency Services Committee**

- Councilor Ball gave a verbal report on the meeting that occurred on June 20, 2023. Next meeting September 19, 2023.

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

- Next meeting September 25, 2023.

**3. Policy & Governance Committee**

- Councilor Fricke gave a verbal report on the meeting that occurred on June 15, 2023. Next meeting September 21, 2023.

**4. Mountain View Regional Waste Commission**

- Councilor Wilcox provided an update on the contract with E360 Solutions. As of July 31, 2023, the Waste Commission will close all recycling facilities; however, the Commission has not yet issued a press statement. The Town must prepare its own press release and alert the locals as soon as feasible. Next meeting end of July.



**5. Mountain View Regional Water Commission**

- Mayor Colby gave a verbal report on the meeting that occurred on June 15, 2023. The meeting included water supply policies and Environmental policy. Lagoon dredging and plant maintenance has begun as well as the planting of trees.

**6. Mountain View Seniors' Housing**

- Next meeting July 6, 2023. Reminder that the MVSH Golf tournament is being held on September 14, 2023 in Olds. M. Ratz asked Council if they would like to set up a meeting with MVSH CAO for some time in the fall.

**7. Municipal Area Partnership**

- Nothing to report at this time.

Motion 241/23

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

**CARRIED****COUNCILOR REPORTS:****Councilor Allan**

- June 20, 2023 attended Legislative & Emergency Services Committee Meeting.
- June 23, 2023 attended HSS Cap and Gown Ceremony.

**Councilor Ball**

- June 20, 2023 attended Legislative & Emergency Services Committee Meeting.

**Councilor Fricke**

- June 13, 2023 attended the Summer Municipal Leaders' Caucus in Diamond Valley.
- June 13, 2023 attended the Carstairs Chamber of Commerce meeting.
- June 15, 2023 attended Policy & Governance Committee Meeting
- June 23, 2023 attended the HSS Cap and Gown ceremony.

**Councilor Ratz**

- June 20, 2023 attended Legislative & Emergency Services Committee Meeting.
- June 14-16, 2023 attended ASCHA Strategic Planning Session.

**Councilor Roberts**

- June 4, 2023 attended Carstairs Heritage Festival.
- June 7, 2023 attended nature space committee meeting.

**Councilor Wilcox**

- June 13, 2023 attended the Summer Municipal Leaders' Caucus in Diamond Valley.
- June 13, 2023 attended the Carstairs Chamber of Commerce meeting.
- June 15, 2023 attended Policy & Governance Committee Meeting
- June 20, 2023 attended Carstairs Public Library Board Meeting.
- June 23, 2023 attended the HSS Cap and Gown ceremony.

**Mayor Colby**

- June 15, 2023 attended Mountain View Water Commission meeting.
- June 23, 2023 attended the HSS Cap and Gown ceremony.

Motion 242/23

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


**CARRIED****CORRESPONDENCE:****1. Letter-Minister McIver**

Council reviewed the letter from Municipal Affairs.

Motion 243/23

Motion by Councilor Ball to accept the all Correspondence as information.

**CARRIED****CAO'S REPORT:****S. Allison acting CAO**

- Received a thank you email from parent of a grad thanking the town and staff for the after grad location and set up.
  - Taxes are due Friday, June 30, 2023.
  - CP rail is working on removal of railway ties and debris from beside the tracks.
  - Asks Council who they would like to set up a meeting with at the AB Municipalities Convention, Council stated that they would like to meet
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with Minister of Municipal Affairs, RCMP and the Minister of Public Safety and Emergency Services.

Motion 244/23

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

**CARRIED**

**COUNCILOR CONCERNS: 1. Councilor Fricke**

- Received an inquiry about a feasibility study for a hotel in Carstairs.
- Received an inquiry regarding special event procedures.

**2. Councilor Wilcox**

- Received positive feedback on the increase in water trucks for Kitstone.
- FCSS and libraries will be ensuring kids with food insecurity are provided snacks.

Motion 245/23

Motion by Councilor Allan to accept Councilor Concerns as information.

**CARRIED**

**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 246/23

Motion by Councilor Wilcox that Council close the meeting to the public at 7:58 p.m. to discuss closed meeting session items.

**CARRIED**

Motion 247/23

Motion by Councilor Ball to come out of the closed meeting session at 8:46 p.m.

**CARRIED**

**NEXT MEETING:**

Monday, July 10, 2023 at 7:00 p.m.

**ADJOURNMENT:**

Motion 248/23

Motion by Councilor Ball to adjourn the meeting of June 26, 2023, at 8:47 p.m.

**CARRIED**

  
Lance Colby, Mayor

  
Rick Blair, CAO