



REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, OCTOBER 23, 2023, 7:00 P.M.

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of October 23, 2023
Motion: To adopt the agenda of October 23, 2023

4. ADOPTION OF MINUTES

- a) Adoption of minutes of October 11, 2023 (addendum 4.a)
Motion: To adopt the minutes of October 11, 2023



5. BUSINESS ARISING FROM PREVIOUS MEETING

- a) Stonebridge pathway access to Mandalay-Update

6. DELEGATIONS

- a) Hugh Sutherland School-Principal Dean Nielsen

7. BYLAWS AND POLICIES

8. NEW BUSINESS

- a) Evolution AV Quote(addendum 8.a)



- b) Family Violence Prevention Month-Proclamation (addendum 8.b)



- c) Mountain View Regional Waste Commission 2024 Budget (addendum 8.c)



9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
- b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
- c) POLICY & GOVERNANCE COMMITTEE
- d) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- e) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- f) MOUNTAIN VIEW SENIORS HOUSING
- g) MUNICIPAL AREA PARTNERSHIP

10. COUNCILOR REPORTS

- a) COUNCILOR ALLAN
- b) COUNCILOR BALL
- c) COUNCILOR FRICKE
- d) COUNCILOR RATZ
- e) COUNCILOR ROBERTS
- f) COUNCILOR WILCOX
- g) MAYOR COLBY

11. CORRESPONDENCE

- a) Villas at Stonebridge Glen-Thank-you (addendum 11.a)



12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

- a) Section 197 of the MGA states that Council 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 Privacy (FOIP) (s. 16 to 29).

17. ADJOURNMENT

MINUTES OF THE REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 10, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES: Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, & Wilcox, Director of Planning & Development Kirk Willisroft, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of Tuesday, October 10, 2023, to order at 7:00 p.m.

ADDED ITEMS: 1. Stonebridge pathway access to Mandalay to Business Arising from previous meeting 5.a

ADOPTION OF AGENDA:

Motion 321/23 Motion by Councilor Wilcox to adopt the Regular Council agenda of October 10, 2023, as amended.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

Motion 322/23 Motion by Councilor Allan to adopt the Regular Council minutes of September 25, 2023, as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING:

1. Stonebridge pathway access to Mandalay
Council received a letter from the Villas at Stonebridge Glen Board of Directors expressing concern over the town's proposal to build a path between Stonebridge and Mandalay.

The proposed pathway would run along a town property. Unfortunately, due to developer errors, structures and trees were placed on the property. These buildings and trees would have to be removed. Residents of the Villas have expressed dissatisfaction with the arrangement.

Mayor Colby indicated that, while Council and administration have considered alternative ideas, no single proposal will satisfy everyone. The only suitable area is east of the condos, where the town's property is located. All subdivisions must be linked in some way.

Councilor Wilcox inquired whether the trees could be salvaged. She also stated that no fences would need to be removed.

Councilor Allan confirmed that any development east of the trees will interfere with storm drainage.

Councilor Wilcox clarified that if any flooding would have no effect on the pathway.

CAO Blair stated that the municipality does not wish to interfere with any existing flood mitigation measures, and that with good maintenance and weed control, no flooding should occur.

Mayor Colby wants residents to understand that this is necessary and that we do not want an argument; sadly, we must address past errors.

Wes Jobe of the Villas would appreciate the opportunity to collaborate on a plan so that they can contribute.

Mayor Colby reiterates that the municipality must consider the best alternative; if we make a mistake, we must repair it; the developer had no authorization to plant trees or build a gazebo; sadly, these things were not caught, and it must be corrected. A lot of work and thought goes into ensuring the proper positioning of a pathway; this is not something done merely for amusement.

Wes Jobe understands this and is a proud citizen of the Villas and of Carstairs.

Irene Stiles of the Villas indicated that she has had flooding in her backyard near where the path would be created, and she wants to ensure that by doing so, her flooding problem will be resolved.

CAO Blair reported that a water reducer was installed in the drainage area without the town's knowledge and was reducing water flow. Now that the reduction has been removed, the issue should be resolved.

To avoid removing the trees and structures, many Villa residents recommended building bridges or culverts, or going around the trees. However, because doing so would disrupt the drainage and be expensive, these solutions are not practical. Naturally, administration will evaluate all choices' costs and offer a strategy to Council.

Wes Jobe thanked the town council for their attention to detail and efforts on this issue.

Motion 323/23

Motion by Councilor Ball to direct administration to investigate all costs and options for installing a pathway from Stonebridge to Mandalay.

CARRIED

DELEGATIONS:

Carstairs Nature Space-Charlie Van Arnam

C. Van Arnam gave a presentation of the future plan for the Carstairs Nature Space. The vision is for an urban forest with mown walkways and a park that does not require substantial upkeep once developed. The Nature Space has made significant progress towards its objective thanks to the remarkable support of town workers, particularly John Ing, Phil Playfair, and Chrissy Jochems, as well as municipal finances, volunteer labour, and private donations.

2023 milestones include the planting of small bushes and trees, such as evergreens, to provide protection and, in time, a windbreak, as well as a variety of fruit trees. Another milestone in 2023 is the completion of "Brent's Place," a public meeting venue. An arboretum, located south-east of the dog park, is proposed as a smaller pod where tree donations can be made. There are designs for an entryway-type structure area that will prevent needless public vehicular access and will house a recognition wall for all donors to the site. More natural playing places will be installed, and the chain-link fence will be replaced to match the fencing in Tiny Lafleur. Finally, a long-term, year-round permanent bathroom facility and a paved walk to "Brent's place" are on the future wish list. The Nature Space is a tremendous asset to the town of Carstairs.

Councilor Fricke applauds the hard effort that has gone into the facility, calling "Brent's Place" a lovely addition.

Councilor Wilcox attended the unveiling of "Brent's Place," which is a stunning addition. Has received positive feedback from a variety of user groups who enjoy the space.

Councilor Ball says the Nature Space is a terrific asset to the community and stands out from other park places in the vicinity. Applauds the volunteers and hours spent on the space.

Councilor Ratz echoes the statements made by fellow councilors.

Councilor Roberts expressed his enthusiasm to work with C. Van Arnam and volunteers on the Nature Space project.

Councilor Allan about the arboretum's timeframe, C. Van Arnam responded that it is depending on donations, but that there are currently a few trees in the site. Councilor Allan expressed his thanks to the Carstairs Nature Space Volunteers.

Mayor Colby also expressed gratitude and voiced excitement about what "Brent's Place" will bring to the park. Carstairs Nature Space will be used for many years to come, and C. Van Arnam and his volunteers and staff deserve credit for making the vision a reality. Thank you on behalf of all of us and the people of Carstairs.

C. Van Arnam expresses gratitude to the Town Council on behalf of the volunteers.

Regular Council Meeting – October 10, 2023		Page 3 of 5
Motion 324/23	Motion by Councilor Roberts to accept the Carstairs Nature Space presentation as information.	
		CARRIED
BYLAWS & POLICIES:	Nil	
NEW BUSINESS:	1. Franchise Fees 2024 Council reviewed the franchise fees from Fortis AB & ATCO Gas.	
Motion 325/23	Motion by Councilor Roberts to accept the Fortis AB & ATCO Gas Franchise fees for 2024 as presented.	
		CARRIED
COMMITTEE REPORTS:	1. Legislative & Emergency Services Committee - Next meeting to be scheduled November 2023. 2. Strategic Planning & Corporate Affairs Committee - Next meeting to be scheduled November 2023. 3. Policy & Governance Committee - Next meeting to be scheduled November 2023. 4. Mountain View Regional Waste Commission - Next meeting November 27, 2023. 5. Mountain View Regional Water Commission - Next meeting to be schedule November 2023. 6. Mountain View Seniors' Housing - Next meeting October 19, 2023. 7. Municipal Area Partnership - Next meeting October 18, 2023. R. Blair and S. Ball to attend	
Motion 326/23	Motion by Councilor Fricke to accept all Committee Reports as information.	
		CARRIED
COUNCILOR REPORTS:	Councilor Allan - September 30, 2023 attended the Annual Scarecrow Trail at Carstairs Nature Space. Councilor Ball - Nothing to report at this time. Councilor Fricke - September 27 - 29, 2023 attended the Alberta Municipalities Fall Convention in Edmonton. Participated in the Economic Development, Health Care, and Emergency Disaster Preparedness workshops. - September 30, 2023 attended the Annual Scarecrow Trail at Carstairs Nature Space. - October 9, 2023 attended the Meeting Place Structure Dedication "Brent's Place" at the Carstairs Nature Space. Councilor Ratz - September 27 - 29, 2023 attended the Alberta Municipalities Fall Convention in Edmonton. Participated in workshops including one on NetZero infrastructure, local elections, and code of conduct review. Councilor Roberts - September 26 attended pre-conference in Edmonton. Planning 7 finance - September 27 - 29, 2023 attended the Alberta Municipalities Fall Convention in Edmonton. - September 30, 2023 attended the Annual Scarecrow Trail at Carstairs Nature Space. - October 3, 2023 attended Carstairs Nature Space Committee Meeting. - October 9, 2023 attended the Meeting Place Structure Dedication "Brent's Place" at the Carstairs Nature Space. Councilor Wilcox - September 26, 2023 attended Hugh Sutherland School leadership class.	

Regular Council Meeting – October 10, 2023

Page 4 of 5

- September 27 - 29, 2023 Attended the Alberta Municipalities Fall Convention in Edmonton. Participated in Extended producer responsibility workshop; lots of unanswered questions regarding the initiative.
- Oct 5, 2023, along with FCSS facilitated the youth scavenger hunt.
- October 9, 2023 attended the Meeting Place Structure Dedication "Brent's Place" at the Carstairs Nature Space.

Mayor Colby

- September 27 - 29, 2023 attended the Alberta Municipalities Fall Convention in Edmonton. Met with R.C.M.P. to discuss regional approach to policing area, and met with Minister Ellis.
- September 30, 2023 Attended the Annual Scarecrow Trail at Carstairs Nature Space.
- October 9, 2023 attended the Meeting Place Structure Dedication "Brent's Place" at the Carstairs Nature Space.

Motion 327/23

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

CARRIED

CORRESPONDENCE:

Nil

CAO'S REPORT:

- September 27 - 29, 2023 attended the Alberta Municipalities Fall Convention in Edmonton. Met with Minister Ellis regarding tornado emergency response, Municipal Affairs regarding MSI and LGFF funding, and R.C.M.P. regarding regional policing model.
- Various meetings with Stonebridge, engineers, and planners to look at options and scenarios for pedestrian traffic through Stonebridge to Mandalay.
- Reviewing new employee handbook, consulting legal for input.
- Oct 3, 2023 met with the Mayor and Staff Sergeant Browne to follow-up on discussions from Edmonton.
- Oct 4, 2023 met with planning and engineers at the ISL office in Calgary.
- Meeting with Directors for individual budget meetings, will continue the coming weeks to get more information for Council retreat.
- Reviewing quotes from Evolution AV for Audio Visual for the Town Council Chambers and Boardroom.
- Reviewing Stantec water reservoir specifications and design.

Motion 328/23

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

CARRIED

COUNCILOR CONCERNS:

1. Councilor Fricke

Had an inquiry about the transportation survey. Still awaiting information

Motion 329/23

Motion by Councilor Ratz to accept Councilor Concerns as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING:

CONFIDENTIAL 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 330/23

Motion by Councilor Allan that Council close the meeting to the public to discuss Legal Matters as per Section 27.1 of FOIP at 8:04 p.m.

CARRIED

Motion 331/23

Motion by Councilor Wilcox to come out of the closed meeting session at 8:19 p.m.

CARRIED

NEXT MEETING: Monday, October 23, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 332/23 Motion by Councilor Allan to adjourn the meeting of October 10, 2023, at 8:20 p.m.

CARRIED

Lance Colby, Mayor

Rick Blair, CAO

From: Tim Kyle-Robinson <TKyle-Robinson@evolutionav.ca>

Sent: Monday, September 25, 2023 10:22 AM

To: Rick Blair <rickb@carstairs.ca>

Subject: Re: Carstairs Council Chambers

Hi Rick

I am attaching 3 quotes and overview for each option:

- Council Chambers Option 1 - 3 x camera automated mic system
- Council Chambers Option 2 - 1 camera host control system (same as Mountainview)
 - Option to upgrade side displays to new 65" displays will be an additional \$4,142
- Boardroom Option - Laptop based video conferencing and presentation system, new 86" Display
 - Option to upgrade to 98" display additional \$9,309

With each quote is an option to choose an Extended Coverage Plan - details in the quote. To add this to an order simply initial which option works best for you.

Let me know if you have questions or would like to jump on a call. Thanks again for reaching out we look forward to supporting your upgrades.

[Meet With Tim Kyle-Robinson](#)

TOWN OF CARSTAIRS**1. COUNCIL CHAMBER OPTION1**

- 1.1. Existing equipment
 - .1 (3) TV and mounts
 - .2 (1) PC
 - .3 (1) Amplifier
 - .4 Ceiling speakers
- 1.2. Eight (8) conference units and a control unit will be provided for the council meeting. The microphones will also provide voicelift within the room and to be heard on the far-end of audio and web-based video conference calls.
 - .1 Gooseneck microphone with LED ring.
 - .2 (1) Chairman unit
 - .3 High-quality integrated loudspeaker.
 - .4 Headphone output.
 - .5 Microphone On/Off button with LED indicator.
 - .6 50cm gooseneck mic
 - .7 Two additional buttons: Priority and Next-in-line.
 - .1 The Priority button silences all delegate microphones and allows only the chairperson to speak.
 - .2 The Next-in-line button gives the floor to the next speaker in a waiting list of speakers who requested to speak.
 - .8 (7) delegate units
 - .1 High-quality integrated loudspeaker.
 - .2 Headphone output.
 - .3 Microphone On/Off button with LED indicator.
 - .4 50cm gooseneck mic
- 1.3. Auto camera tracking/switching system will be provided.
 - .1 (2) Camera – Council desk
 - .2 (1) Camera – Presenter
- 1.4. Laptop input will be provided at the operator desk.
 - .1 (1) HDMI
 - .2 (1) USB – Thumb drive from PC
- 1.5. A PC with wireless keyboard/mouse will be supplied by the owner.
 - .1 Video conferencing host device
 - .2 Presentation source
- 1.6. A 10" table top control panel will be provided at the operator desk.
 - .1 TV on/off

- .2 Source select
- .3 Volume control

1.7. Head-end equipment will be provided.

- .1 Matrix switcher
- .2 Audio DSP
- .3 Audio processor
- .4 Control processor
- .5 Network switch
- .6 An AV rack will be provided.

TOWN OF CARSTAIRS**2. COUNCIL CHAMBER OPTION2**

- 2.1. Existing equipment
 - .1 (3) TV and mounts
 - .2 (1) PC
 - .3 (1) Amplifier
 - .4 Ceiling speakers
- 2.2. Eight (8) conference units and a control unit will be provided for the council meeting. The microphones will also provide voicelift within the room and to be heard on the far-end of audio and web-based video conference calls.
 - .1 Gooseneck microphone with LED ring.
 - .2 (1) Chairman unit
 - .3 High-quality integrated loudspeaker.
 - .4 Headphone output.
 - .5 Microphone On/Off button with LED indicator.
 - .6 50cm gooseneck mic
 - .7 Two additional buttons: Priority and Next-in-line.
 - .1 The Priority button silences all delegate microphones and allows only the chairperson to speak.
 - .2 The Next-in-line button gives the floor to the next speaker in a waiting list of speakers who requested to speak.
 - .8 (7) delegate units
 - .1 High-quality integrated loudspeaker.
 - .2 Headphone output.
 - .3 Microphone On/Off button with LED indicator.
 - .4 50cm gooseneck mic
- 2.3. Manual camera control system will be provided.
 - .1 (1) Camera – Council desk
 - .2 (1) Camera – Presenter
- 2.4. Laptop input will be provided at the operator desk.
 - .1 (1) HDMI
 - .2 (1) USB – Thumb drive from PC
- 2.5. A PC with wireless keyboard/mouse will be supplied by the owner.
 - .1 Video conferencing host device
 - .2 Presentation source
- 2.6. A 10" table top control panel will be provided at the operator desk.
 - .1 TV on/off
 - .2 Source select

- .3 Volume control
- .4 Camera select/presets

2.7. Head-end equipment will be provided.

- .1 Matrix switcher
- .2 Camera switcher
- .3 Audio DSP
- .4 Audio processor
- .5 Control processor
- .6 Network switch
- .7 An AV rack will be provided.

3. ADD-ON

- 3.1. Upgrade existing side TVs to New TVs

TOWN OF CARSTAIRS

1. BOARDROOM

- 1.1. An 86" commercial display with a wall mount system will be provided.
- 1.2. Laptop connectivity will be provided.
 - .1 (1) HDMI
 - .2 (1) USB
- 1.3. A PTZ (Tracking/Frame) camera will be provided.
- 1.4. Two (2) wireless table top microphones will be provided.
- 1.5. Two (2) column speakers will be provided.

2. ADD-ON

- 2.1. Upgrade 86" display with 98" display

evolution **AV**

Audio Visual Proposal

Prepared for: Town of Carstairs
Prepared by: Tim Kyle-Robinson
Quote #: Q0069312-0

Why Evolution AV?

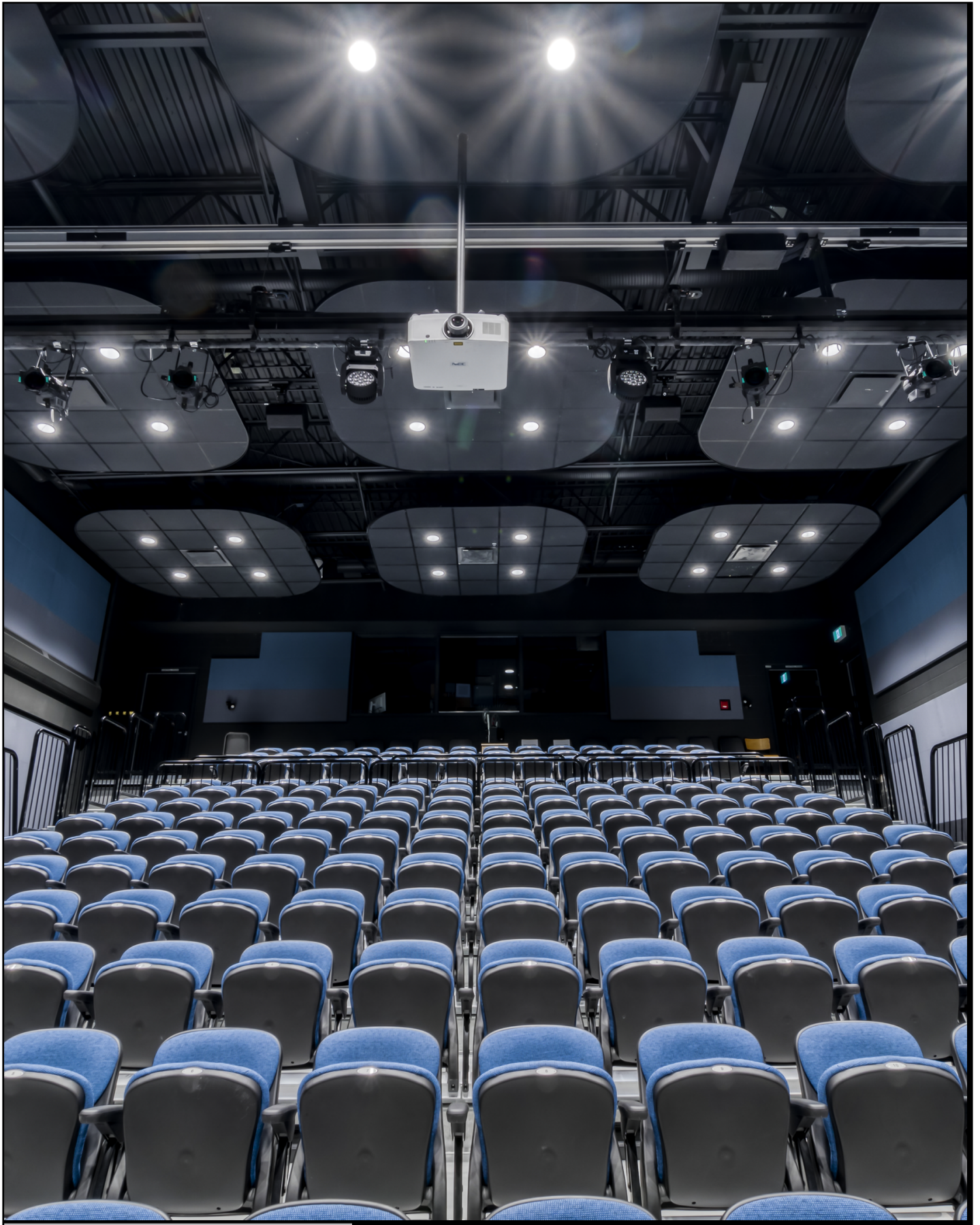
All we do is AV, and we're experts .

We have worked with over 25,000 organizations to put together custom solutions that work for them. We specialize in audio, video, conferencing, control and automation, and offer an extensive range of services including AV consultation, design, sales, installations and ongoing support

We're Local: We are a Canadian business that has been in operation for over 50 years. We are a leader in our industry, and with office locations across the country, we are your local AV provider wherever you may be .

We're a True Partner: We take pride in the long term relationships we build and work hard to ensure our clients have the best possible experience, every time . From complimentary consultations, all the way through after sales support and service, you can rely on us for everything AV .

We're Skilled: We are a highly trained, industry certified team that holds safety as our number one priority. We partner with world class manufactures to provide only the best AV solutions and our quality assurance and support programs guarantee superior customer service for our clients .



Safety Profile

The safety of our employees, customers and the public are of utmost concern. Our goal is to manage our company in a way that encourages a healthy lifestyle, maximizes wellness, promotes ongoing education and training, and minimizes health and safety risks .

We are COR certified and continuously upgrade our staff's safety training to ensure we follow industry best practices. Standard meetings include daily toolbox talks, weekly safety meetings, project hazard assessment, and tool inspections. Our staff is provided with all the equipment necessary to perform their work safely and efficiently, including hard hats, safety glasses, hearing protection, fall arrest gear, safety vests and other PPE as required.

We have a Safety Committee consisting of management , workers, coordinators, and auditors. This team continually works to maintain and improve our safety programs and ensures that we are current with all new developments .

All installation team members complete CSTS, H 2S Alive, WHIMIS, First Aid level C, CPR & AED certifications .



Proposed Solution

We are pleased to provide the following audio visual proposal.
See the attached quote(s) for a detailed breakdown .

Description	Cost
COUNCIK CHAMBERS OP2	45,888.48
Net Amount	45,888.48
GST	2,294.42
Total	48,182.90



Quote

Q0069312-0

COUNCIK CHAMBERS OP2

Customer: TOWNCARS

Date: 25-Sep-23

Prepared for:

Town of Carstairs
844 Centre Street
Carstairs, AB T0M0N0

Prepared by:

Tim Kyle-Robinson
Unit 129 2312 - 52 Ave SE
Calgary, AB T2C0A3
Phone: (403) 816-6508

Qty.	Part Number	Description	Unit Price	Ext. Price
TOWN OF CARSTAIRS				
COUNCIK CHAMBERS				

COUNCIL CHAMBERS

... continued

1. COUNCIL CHAMBER OPTION 2
 - 1.1. Existing equipment
 - .1 (3) TV and mounts
 - .2 (1) PC
 - .3 (1) Amplifier
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 - 1.2. Eight (8) conference units and a control unit will be provided for the council meeting. The microphones will also provide voicelift within the room and to be heard on the far-end of audio and web-based video conference calls.
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 - .3 (7) delegate units
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 - .2 Headphone output.
 - .3 Microphone On/Off button with LED indicator.
 - .4 50cm gooseneck mic
 - 1.3. Manual camera control system will be provided.
 - .1 (1) Camera – Council desk
 - .2 (1) Camera – Presenter
 - 1.4. Laptop input will be provided at the operator desk.
 - .1 (1) HDMI
 - .2 (1) USB – Thumb drive from PC
 - 1.5. A PC with wireless keyboard/mouse will be supplied by the owner.
 - .1 Video conferencing host device
 - .2 Presentation source
 - 1.6. A 10" table top control panel will be provided at the operator desk.
 - .1 TV on/off
 - .2 Source select
 - .3 Volume control
 - .4 Camera select/presets
 - 1.7. Head-end equipment will be provided.
 - .1 Matrix switcher
 - .2 Camera switcher
 - .3 Audio DSP
 - .4 Audio processor
 - .5 Control processor
 - .6 Network switch
 - 1.8. An AV rack will be provided.

MICROPHONES

1	71.98.0307	Televic D-Cerno C SL Digital Chariman Discussion Unit w/ Removeable Mic	596.14	596.14
7	71.98.0306	Televic D-Cerno D SL Digital Delegate Discussion Unit w/ Removeable Mic	504.43	3,531.00
8	71.98.0055	Televic D-Mic 50 SL GSM Immune Gooseneck Microphone of 50cm w Screwlock	267.50	2,140.00

MICROPHONES

Subtotal 6,267.14

SPEAKERS

EXISTING CEILING SPEAKERS

CAMERA

2	C400	LOFT PTZ HD Video Conf Camera 12X Optical Zoom, HDMI, USB 2.0, USB3.0, Lan, A-IN	1,050.00	2,100.00
1	C400WM	LOFT Wall Mount for C400 Camera	45.00	45.00
1	535-2000-300	Vaddio 1.5" NPT Drop Pipe Camera Adapter Black	110.19	110.19
1	CMJ500R1	Peerless Lite Wt, Adj. Suspended Ceiling Plate	171.81	171.81
1	CMS012018	Chief Adj. Pipe 12" To 18"	220.57	220.57

CAMERA

Subtotal 2,647.57

LAPTOP INPUT

1	70-1097-01	Extron Smb 111, 1-Gang, Black, Table Tob Box	237.09	237.09
1	70-766-72	Extron WPD 163 HDMI, USB, and Network; Black	139.10	139.10

LAPTOP INPUT

Subtotal 376.19

PC

1X PC WITH WIRELESS KEYBOARD/MOUSE WILL BE SUPPLIED BY THE OWNER

TOUCH PANWL

1	TS-1070-B-S	Crestron 10.1" Tabletop Touch Screen, Black Smooth	2,995.27	2,995.27
TOUCH PANWL			Subtotal	2,995.27

HEAD-END EQUIPMENT

1	CAM230	Inogeni HDMI/USB 3.0 Camera Switcher	1,753.24	1,753.24
1	71.98.0321	Televis D-Cerno CUR Digital Control Unit for 50 D-Cerno Units	2,506.86	2,506.86
1	HD-MD4X2-4KZ-E	Crestron 4x2 4K60 4:4:4 HDR AV Switcher	1,398.07	1,398.07
1	HD-DA4-4KZ-E	Crestron 1-4 Hdmi Distribution Amplifier	616.41	616.41
2	HD-DA2-4KZ-E	Crestron 1:2 HDMI® Distribution Amplifier w/ 4K60 4:4:4 & HDR Support	448.30	896.60
3	HD-TX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Transmitter for HDMI® Signal Ext over CATx Cable	353.47	1,060.41
3	HD-RX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Receiver for HDMI® Signal Extension over CATx Cable	353.47	1,060.41
1	TESIRAFORTE AVB VT4	Biamp Tesiraforte Dsp Fixed I/O Server W/4 Analog Inputs, 4 Outputs	3,485.77	3,485.77
1X EXISTING AMPLIFIER				
1	VC-4-PC-3	Crestron Computer with Crestron Virtual Control Server Software	2,474.27	2,474.27
1	USB-OFFLINE	Crestron Offline Licensing USB Dongle for Crestron Virtual Control	133.63	133.63
1	DGS-1210-28MP	D-Link 1210Ser Smart Mngd 24P Gigabit Poe Swth	795.50	795.50
5	GC-IP2SL-P	Global Cache iTach Wired TCP/IP to Serial with PoE	254.48	1,272.40
2	00-00401	Icron 2311 Usb 2.0 Ranger 2311	587.68	1,175.36
HEAD-END EQUIPMENT			Subtotal	18,628.93

RACK

1	RCS-1824	MAP Rcs Series 18U/24" Deep, Configured Rk	1,275.29	1,275.29
1	HP	MAP 100Pc 10-32 Rack Screws W	52.57	52.57
1	EB1-55485	MA 1 Space (1 3/4") Flanged Econo-Blank, Black - Evolution	30.00	30.00
1	PD-915R	MAP 9 Outlet, Single 15 Amp Circuit, Surge/ Spike	210.18	210.18
RACK			Subtotal	1,568.04

CABLES

10	HD-1M	LOFT High-Speed HDMI Cable - 1 Meter	14.50	145.00
1	HD-5M	LOFT High-Speed HDMI 2.0 Cable - 5 Meter	35.50	35.50
2	C-USB/AB-3	Kramer Usb-A (M) - Usb-B (M) 2.0 Cable - 3'	5.18	10.36
1	C-USB/AB-15	Kramer Usb-A (M) - Usb-B (M) 2.0 Cable - 15'	10.35	10.35
2	C-USB3/AB-3	Kramer Usb 3.0 A (M) - B (M) Cable - 3'	11.23	22.46
1	C-XLQM/XLQF-3	Kramer Xlr (M) - Xlr (F) Quad Style Cable - 3'	16.40	16.40
1	C-A35M/2RAM-3	Kramer 3.5Mm (M) - 2 Rca (M) Breakout Cable - 3'	11.23	11.23
8	PC6-108-3	Kramer Slim patch Cord CAT6 UTP 4Px24AWG- 3ft	8.63	69.04
1	POWER BAR	Power Bar Basic 6 Outlet	25.00	25.00
CABLES			Subtotal	345.34

INSTALLATIONS

1	INSTALL-5800	Installation Charge	5,800.00	5,800.00
1	INSTALL-3600	Programming Charge	3,600.00	3,600.00
1	SUPPLY-700	Installation Supplies	700.00	700.00
INSTALLATIONS			Subtotal	10,100.00

TRAVELS

660	KILOMETER CHARGE1	Travel, Per Kilometer	1.00	660.00
20	TRAVEL-115	Travel Charge	115.00	2,300.00
TRAVELS			Subtotal	2,960.00

Net Amount	45,888.48
GST	2,294.42

Total	48,182.90
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Ask us about our leasing options!

Extended Coverage Plans

Protect your investment with our Extended Coverage Plans. ECP coverage gives you peace of mind, knowing that we will resolve any unexpected failures with your AV equipment purchased through Evolution. These plans are designed to be comprehensive, offering full coverage for up to 5 years.



3 or 5 Year Coverage

We'll handle any required troubleshooting, on-site service, repairs, or replacements for a period of up to 5 years.



One Point of Contact

We take full responsibility for addressing issues with your system—from troubleshooting to service and product replacement.



No Additional Expenses

You'll never have to worry about an unexpected or expensive repair bill—parts, labour and shipping costs are all covered.

	Standard Coverage	3-Year ECP	5-Year ECP
Workmanship Warranty (Installation + Programming)	1 Year	3 Years	5 Years
Hardware + Equipment Warranty	Manufacturer Warranty Only	✓	✓
Repair/Replacement of DOA Equipment (Before System Commissioning)	✓	✓	✓
Equipment Troubleshooting (After System Commissioning)	✗	✓	✓
Warranty Administration	✗	✓	✓
Shipping of Defective or Replacement Equipment	✗	✓	✓
Travel/Parking For On-Site Service*	✗	✓	✓

*Within 60km of an Evolution AV Office

Order Acceptance

Description	Cost
COUNCIK CHAMBERS OP2	45,888.48
Net Amount	45,888.48
GST	2,294.42
Total	\$48,182.90

Extended Coverage Plan Options

5 Year Extended Coverage Plan	5,029.27
GST	251.46

(with 5 Year Coverage) \$53,463.63

Initials

3 Year Extended Coverage Plan	3,688.13
GST	184.41

(with 3 Year Coverage) \$52,055.44

Initials

Coverage Plan Declined \$48,182.90

Initials

For more details on Evolution Extended Coverage Plan benefits, please see the previous page or visit www.evolutionav.ca/ecp.

September 25, 2023

Q0069312-0

Customer Signature

Printed Name

Date

Terms + Conditions

Validity: All quotes are valid for a period of 14 days .

Currency: All quotes are quoted in CAD unless otherwise stated. Quotes including items from international suppliers may be subject to price adjustment based upon exchange rate fluctuation .

Preparation Work: Evolution AV will coordinate and cooperate with any outside trades to ensure satisfactory progress on any preparation work. The following items are the responsibility of the customer and must be in place prior to installation of AV equipment by Evolution AV:

- Electrical terminations
- Conduit
- Structural modifications or reinforcement
- Mechanical modifications
- Millwork - Including any drilling, cutting or modifications required for installation of microphones, table monuments or other AV equipment
- Network infrastructure and cabling
- Provision of computer (PC) hardware and peripherals

Drawings: All drawings are provided for conceptual reference only. If there is a disagreement between items shown on drawings and those shown on the itemized quote, the quote shall take precedence .

Labor: All quoted labor charges are estimated and subject to change. Any labor that is required outside the hours of 8:00 a .m. and 4:30 p.m., Monday-Friday will be charged at 1.5x the standard labor rate. Any work performed on statutory holidays will be charged at 2x the standard labor rate .

Travel: For any out-of-town work, all quoted travel costs are estimates that we will make our best effort to work within. If additional trips are required or if actual travel or lodging costs exceed the quoted amount, the customer will be responsible for any excess costs.

Permits & Licenses: The fees related to any permits or licenses required for a project are the responsibility of the customer. Unless explicitly noted, this quote does not include charges for permits or licenses. If, after quote acceptance, it is determined that additional permits or licenses are required for the completion of the project, the customer will be responsible for any costs .

Payment Terms: Unless otherwise specified in writing, the total contracted price shall be paid according to the following schedule and is subject to credit approval .

- 50% at time of order
- 30% upon delivery of equipment to customer (or upon receipt of equipment by Evolution, if the customer is not able or ready to take delivery)
- 20% upon substantial completion of project

If this quotation covers equipment for more than one system, each system will be treated as a separate sale, with payments made accordingly .

Payment Methods: Acceptable forms of payment include cash, cheque, EFT, bank transfer and credit card. A 4% processing fee will be added to all payments made via credit cards.

Restocking Fees: If the customer chooses to change or cancel any part of a previously confirmed order for circumstances outside of Evolution AV 's control, they will be responsible for payment of a restocking fee, equal to 35% of the value of the canceled equipment and/or services. If the equipment manufacturer is unwilling to accept a return, or if the equipment has been opened or installed, the customer is responsible for 100% of the equipment costs

Terms + Conditions (Extended Coverage Plans)

Coverage begins on the date of invoicing and continues for the term specified on the invoice. Policy terms are quoted for the entire protection period and are not in addition to the manufacturer's warranty.

This Plan provides coverage for defects in material or workmanship. Wear and tear, accidental abuse, misuse, unauthorized modification, image "burn-in", damage through power surge, flooding, or any physical damage is not covered.

Should a product require multiple repairs during the Plan coverage period, or if the product is not economical to repair, Evolution may, at their discretion provide a new similar product at no charge to the Customer. Evolution AV will attempt to replace the original product with the same brand but reserve the right to substitute brands or products when necessary.

The Plan includes the cost of "on-site" service if the site is located within 60 kilometers of any Evolution AV office location. If the site is further than 60 kilometers from an Evolution office, the Customer will be responsible for travel-related costs.

In order for "on-site" service to occur, the Customer must ensure that Evolution technicians have uninterrupted access to the room where the product resides. If technicians are unable to access the room or system for the full length of time required for troubleshooting, repair, or replacement, the visit will be chargeable to the Customer.

If necessary, the product must be accessible and removed from any custom mounts / structures at the Customer's own cost so that it may be accessible to the technician. If a lift is required to service the product, it must be provided at the Customer's cost.

The ECP ceases immediately if the serial number on a product has been tampered with or adjusted by any person other than the manufacturer, if a product has been used in an extreme environment (exposure to heat, dust, or other elements), if it has been used for any purpose other than its designated purpose, or if it is not operated in accordance with the Manufacturer's instructions.

This ECP only covers the product purchased and does not cover any accessories including, but not limited to, batteries, software, add-on or plug-in devices, remote controls, projection and projection bulbs/lamps or lenses. Cosmetic issues, which do not limit the function of the covered product(s) are not covered.

The Plan provides coverage for any AV equipment provided by Evolution AV as a part of a system. This Plan does not provide extended coverage for installation or workmanship (beyond Evolution's included workmanship coverage). This Plan does not provide coverage allowing for the customer to make any changes or amendments to any programming or system functionality once an initial installation or setup has been completed. Coverage for partial systems is not offered.

In the case of failure, the Plan covers the repair or replacement of the failed item only, not the entire system. For example: If a failed display or LED panel is a part of a larger video wall, the Plan provides coverage for the repair or replacement of the failed component only and does not provide for the replacement of the entire video wall.

Plan coverage does not include loaner equipment unless otherwise noted.

Service shall be provided during regular working hours 8:00AM-4:30PM Monday-Friday, excepting statutory holidays. Any work required outside of regular working hours is billable at 1.5x Evolution AV's standard service rates.

If a claim is made for service and it is determined by Evolution AV that there is no defect or that any defect was caused by misuse/abuse of the product, or any reason other than defects in material or workmanship, the service call to visit the Customer's site, along with repair or replacement will be chargeable to the Customer at Evolution's standard service rates.

Evolution AV is not to be liable for any damage or misuse how- so-ever caused, whether directly or indirectly, to the covered product or its components. The maximum liability of Evolution AV under this ECP shall never exceed the purchase price of the product that is covered.

The Plan may be cancelled at the option of Evolution AV at any time if there has been any breach/misrepresentation of the terms listed in this document. At this time, Evolution AV will provide notice and a refund of the purchase price for the remaining portion of the ECP (total ECP Price x the remaining percentage of the term) to the Customer. Upon forwarding such notice and refunds, the ECP shall be cancelled for all purposes.

For any "open-box" or demo items, and items where a comparable replacement item is not available, Evolution AV may, at their discretion, issue a credit in the amount of the original purchase price, (less 30% depreciation for the first year/partial year, and 15% depreciation for every subsequent year/partial year) and the unused portion of the ECP, instead of providing a replacement product.

Loss of data or damages caused by the loss of data, data reconstruction costs, or loss of business costs and/or revenue are not covered by this Plan. Software issues and firmware updates are not covered by this Plan.

“Evolution AV has been working with Spiritleaf since day one and we couldn’t be happier. Time and time again they provide outstanding customer service to both our franchise partners and corporate locations. They provide quality items that they stand behind and we have never experienced any issues. Glad to have them on our side. ”

- Spiritleaf

evolution **AV**

Audio Visual Proposal

Prepared for: Town of Carstairs
Prepared by: Tim Kyle-Robinson
Quote #: Q0069281-0

Proposed Solution

We are pleased to provide the following audio visual proposal.
See the attached quote(s) for a detailed breakdown .

Description	Cost
COUNCIK CHAMBERS OP1	69,553.27
Net Amount	69,553.27
GST	3,477.66
Total	73,030.93



Quote

Q0069281-0

COUNCIK CHAMBERS OP1

Customer: TOWNCARS

Date: 25-Sep-23

Prepared for:

Town of Carstairs
844 Centre Street
Carstairs, AB T0M0N0

Prepared by:

Tim Kyle-Robinson
Unit 129 2312 - 52 Ave SE
Calgary, AB T2C0A3
Phone: (403) 816-6508

Qty.	Part Number	Description	Unit Price	Ext. Price
TOWN OF CARSTAIRS				
COUNCIK CHAMBERS				

COUNCIL CHAMBERS

... continued

1. COUNCIL CHAMBER OPTION 1
 - 1.1. Existing equipment
 - .1 (3) TV and mounts
 - .2 (1) PC
 - .3 (1) Amplifier
 - .4 Ceiling speakers
 - 1.2. Eight (8) conference units and a control unit will be provided for the council meeting. The microphones will also provide voicelift within the room and to be heard on the far-end of audio and web-based video conference calls.
 - .1 Gooseneck microphone with LED ring.
 - .2 (1) Chairman unit
 - .1 High-quality integrated loudspeaker.
 - .2 Headphone output.
 - .3 Microphone On/Off button with LED indicator.
 - .4 50cm gooseneck mic
 - .5 Two additional buttons: Priority and Next-in-line.
 - .1 The Priority button silences all delegate microphones and allows only the chairperson to speak.
 - .2 The Next-in-line button gives the floor to the next speaker in a waiting list of speakers who requested to speak.
 - .3 (7) delegate units
 - .1 High-quality integrated loudspeaker.
 - .2 Headphone output.
 - .3 Microphone On/Off button with LED indicator.
 - .4 50cm gooseneck mic
 - 1.3. Auto camera tracking/switching system will be provided.
 - .1 (2) Camera – Council desk
 - .2 (1) Camera – Presenter
 - 1.4. Laptop input will be provided at the operator desk.
 - .1 (1) HDMI
 - .2 (1) USB – Thumb drive from PC
 - 1.5. A PC with wireless keyboard/mouse will be supplied by the owner.
 - .1 Video conferencing host device
 - .2 Presentation source
 - 1.6. A 10" table top control panel will be provided at the operator desk.
 - .1 TV on/off
 - .2 Source select
 - .3 Volume control
 - 1.7. Head-end equipment will be provided.
 - .1 Matrix switcher
 - .2 Audio DSP
 - .3 Audio processor
 - .4 Control processor
 - .5 Network switch
 - 1.8. An AV rack will be provided.

MICROPHONES

1	71.98.0307	Televic D-Cerno C SL Digital Chariman Discussion Unit w/ Removeable Mic	596.14	596.14
7	71.98.0306	Televic D-Cerno D SL Digital Delegate Discussion Unit w/ Removeable Mic	504.43	3,531.00
8	71.98.0055	Televic D-Mic 50 SL GSM Immune Gooseneck Microphone of 50cm w Screwlock	267.50	2,140.00

MICROPHONES

Subtotal 6,267.14

SPEAKERS

EXISTING CEILING SPEAKERS

CAMERA

1	71.98.1305	Televic T-CAM Package CM70 Camera Tracking Solution	20,972.00	20,972.00
1	71.98.1306	Televic IP-CAM CM70 Pan-Tilt-Zoom IP Camera w Full HD 1080P Output at 60 Fps	5,648.07	5,648.07
2	535-2000-300	Vaddio 1.5" NPT Drop Pipe Camera Adapter Black	110.19	220.38
2	CMJ500R1	Peerless Lite Wt, Adj. Suspended Ceiling Plate	171.81	343.62
2	CMS012018	Chief Adj. Pipe 12" To 18"	220.57	441.14

CAMERA

Subtotal 27,625.21

LAPTOP INPUT

1	70-1097-01	Extron Smb 111, 1-Gang, Black, Table Tob Box	237.09	237.09
1	70-766-72	Extron WPD 163 HDMI, USB, and Network; Black	139.10	139.10

LAPTOP INPUT

Subtotal 376.19

PC

1X PC WITH WIRELESS KEYBOARD/MOUSE WILL BE SUPPLIED BY THE OWNER

TOUCH PANWL

1	TS-1070-B-S	Crestron 10.1" Tabletop Touch Screen, Black Smooth	3,210.36	3,210.36
TOUCH PANWL			Subtotal	3,210.36

HEAD-END EQUIPMENT

1	71.98.0321	Televic D-Cerno CUR Digital Control Unit for 50 D-Cerno Units	2,506.86	2,506.86
1	HD-MD4X2-4KZ-E	Crestron 4x2 4K60 4:4:4 HDR AV Switcher	1,398.07	1,398.07
1	HD-DA4-4KZ-E	Crestron 1-4 Hdmi Distribution Amplifier	616.41	616.41
2	HD-DA2-4KZ-E	Crestron 1:2 HDMI® Distribution Amplifier w/ 4K60 4:4:4 & HDR Support	448.30	896.60
3	HD-TX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Transmitter for HDMI® Signal Ext over CATx Cable	353.47	1,060.41
3	HD-RX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Receiver for HDMI® Signal Extension over CATx Cable	353.47	1,060.41
1	HD2USB3	Inogeni 4K Upgradable 1080p60 HDMI to USB 3.0 Converter	674.16	674.16
1	SDI2USB3	Inogeni SDi to USB 3.0 Capture Device	943.81	943.81
1	TESIRAFORTE AVB VT4	Biamp Tesiraforte Dsp Fixed I/O Server W/4 Analog Inputs, 4 Outputs	3,582.60	3,582.60
1X EXISITNG AMPLIFIER				
1	VC-4-PC-3	Crestron Computer with Crestron Virtual Control Server Software	2,474.27	2,474.27
1	USB-OFFLINE	Crestron Offline Licensing USB Dongle for Crestron Virtual Control	133.63	133.63
1	DGS-1210-28MP	D-Link 1210Ser Smart Mngd 24P Gigabit Poe Swth	795.50	795.50
3	GC-IP2SL-P	Global Cache iTach Wired TCP/IP to Serial with PoE	254.48	763.44
HEAD-END EQUIPMENT			Subtotal	16,906.17

RACK

1	RCS-1824	MAP Rcs Series 18U/24" Deep, Configured Rk	1,275.29	1,275.29
1	HP	MAP 100Pc 10-32 Rack Screws W	52.57	52.57
1	EB1-55485	MA 1 Space (1 3/4") Flanged Econo-Blank, Black - Evolution	30.00	30.00
1	PD-915R	MAP 9 Outlet, Single 15 Amp Circuit, Surge/ Spike	210.18	210.18
RACK			Subtotal	1,568.04

CABLES

10	HD-1M	LOFT High-Speed HDMI Cable - 1 Meter	14.50	145.00
1	HD-5M	LOFT High-Speed HDMI 2.0 Cable - 5 Meter	35.50	35.50
1	C-USB/AB-3	Kramer Usb-A (M) - Usb-B (M) 2.0 Cable - 3'	5.18	5.18
1	C-USB/AB-15	Kramer Usb-A (M) - Usb-B (M) 2.0 Cable - 15'	10.35	10.35
2	C-USB3/AB-3	Kramer Usb 3.0 A (M) - B (M) Cable - 3'	11.23	22.46
1	C-XLQM/XLQF-3	Kramer Xlr (M) - Xlr (F) Quad Style Cable - 3'	16.40	16.40
1	C-A35M/2RAM-3	Kramer 3.5Mm (M) - 2 Rca (M) Breakout Cable - 3'	11.23	11.23
8	PC6-108-3	Kramer Slim patch Cord CAT6 UTP 4Px24AWG- 3ft	8.63	69.04
1	POWER BAR	Power Bar Basic 6 Outlet	25.00	25.00
CABLES			Subtotal	340.16

INSTALLATIONS

1	INSTALL-6000	Installation Charge	6,000.00	6,000.00
1	INSTALL-3600	Programming Charge	3,600.00	3,600.00
1	SUPPLY-700	Installation Supplies	700.00	700.00
INSTALLATIONS			Subtotal	10,300.00

TRAVELS

660	KILOMETER CHARGE1	Travel, Per Kilometer	1.00	660.00
20	TRAVEL-115	Travel Charge	115.00	2,300.00
TRAVELS			Subtotal	2,960.00

Net Amount	69,553.27
GST	3,477.66

Total	73,030.93
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Ask us about our leasing options!

Extended Coverage Plans

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3 or 5 Year Coverage

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One Point of Contact

We take full responsibility for addressing issues with your system—from troubleshooting to service and product replacement.



No Additional Expenses

You'll never have to worry about an unexpected or expensive repair bill—parts, labour and shipping costs are all covered.

	Standard Coverage	3-Year ECP	5-Year ECP
Workmanship Warranty (Installation + Programming)	1 Year	3 Years	5 Years
Hardware + Equipment Warranty	Manufacturer Warranty Only	✓	✓
Repair/Replacement of DOA Equipment (Before System Commissioning)	✓	✓	✓
Equipment Troubleshooting (After System Commissioning)	✗	✓	✓
Warranty Administration	✗	✓	✓
Shipping of Defective or Replacement Equipment	✗	✓	✓
Travel/Parking For On-Site Service*	✗	✓	✓

*Within 60km of an Evolution AV Office

Order Acceptance

Description	Cost
COUNCIK CHAMBERS OP1	69,553.27
Net Amount	69,553.27
GST	3,477.66
Total	\$73,030.93

Extended Coverage Plan Options

5 Year Extended Coverage Plan	8,548.99	
GST	427.45	
(with 5 Year Coverage)	\$82,007.37	<u> </u> Initials
3 Year Extended Coverage Plan	6,269.26	
GST	313.46	
(with 3 Year Coverage)	\$79,613.65	<u> </u> Initials
Coverage Plan Declined	\$73,030.93	<u> </u> Initials

For more details on Evolution Extended Coverage Plan benefits, please see the previous page or visit www.evolutionav.ca/ecp.

September 25, 2023

Q0069281-0

Customer Signature

Printed Name

Date

evolution **AV**

Audio Visual Proposal

Prepared for: Town of Carstairs
Prepared by: Tim Kyle-Robinson
Quote #: Q0069295-0

Proposed Solution

We are pleased to provide the following audio visual proposal.
See the attached quote(s) for a detailed breakdown .

Description	Cost
BOARDROOM	15,119.53
Net Amount	15,119.53
GST	755.98
Total	15,875.51

**Quote**

Q0069295-0

BOARDROOM

Customer: TOWNCARS

Date: 25-Sep-23

Prepared for:

Town of Carstairs
844 Centre Street
Carstairs, AB T0M0N0

Prepared by:

Tim Kyle-Robinson
Unit 129 2312 - 52 Ave SE
Calgary, AB T2C0A3
Phone: (403) 816-6508

Qty.	Part Number	Description	Unit Price	Ext. Price
TOWN OF CARSTAIRS				
BOARDROOM				
1.	BOARDROOM			
1.1.	An 86" commercial display with a wall mount system will be provided.			
1.2.	Laptop connectivity will be provided.			
.1	(1) HDMI			
.2	(1) USB			
1.3.	A PTZ (Tracking/Frame) camera will be provided.			
1.4.	Two (2) wireless table top microphones will be provided.			
1.5.	Two (2) column speakers will be provided.			
DISPLAY				
1	DS286	LOFT DS2 86" DS-Series Commercial Display - 4k resolution, Android OS	3,650.00	3,650.00
	AB4	Alberta Enviro Fee - Displays Greater Than 29"	6.00	6.00
1	WMODG2	LOFT WiFi & Bluetooth Connectivity Module	60.00	60.00
1	SHIPCHARGE-170	Shipping Charges	170.00	170.00
DISPLAY			Subtotal	3,886.00
WALL MOUNT				
1	ST680	Peerless Smart Mount Universal Tilt Wall Mount 60" To 95"	333.51	333.51
WALL MOUNT			Subtotal	333.51
LAPTOP INPUT				
1	HD-TX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Transmitter for HDMI® Signal Ext over CATx Cable	353.47	353.47
1	HD-RX-4KZ-101	Crestron DM Lite® 4K60 4:4:4 Receiver for HDMI® Signal Extension over CATx Cable	353.47	353.47
1	00-00401	Icron 2311 Usb 2.0 Ranger 2311	587.68	587.68
LAPTOP INPUT			Subtotal	1,294.62
CAMERA				
1	UVC86	Yealink Uvc86, Dual Camera, Automatic Framing, Speaker Tracking And Presenter Tr	3,311.43	3,311.43
CAMERA			Subtotal	3,311.43
MICROPHONES				
2	VCM36W	Yealink Vcm36 Wireless Wifi Microphone For Yealink Systems Including The A20 And	403.08	806.16
MICROPHONES			Subtotal	806.16

SPEAKERS				
2	MSPEAKERII	Yealink Mspeakerii Soundbar.	410.76	821.52
			Subtotal	821.52
POE SWITCH				
1	RCH40	Yealink Rch40 Video Conference Accessory.	249.93	249.93
			Subtotal	249.93
CABLES				
1	PC6-108-3	Kramer Slim patch Cord CAT6 UTP 4Px24AWG- 3ft	8.63	8.63
1	HD-1M	LOFT High-Speed HDMI Cable - 1 Meter	14.50	14.50
1	HD-3M	LOFT High-Speed HDMI 2.0 Cable - 3 Meter	29.05	29.05
1	C-USB/AB-3	Kramer Usb-A (M) - Usb-B (M) 2.0 Cable - 3'	5.18	5.18
1	POWER BAR	Power Bar Basic 6 Outlet	25.00	25.00
			Subtotal	82.36
INSTALLATIONS				
1	INSTALL-2800	Installation Charge	2,800.00	2,800.00
1	SUPPLY-350	Installation Supplies	350.00	350.00
			Subtotal	3,150.00
TRAVELS				
264	KILOMETER CHARGE1	Travel, Per Kilometer	1.00	264.00
8	TRAVEL-115	Travel Charge	115.00	920.00
			Subtotal	1,184.00
			Net Amount	15,119.53
			GST	755.98
			Total	15,875.51
Ask us about our leasing options!				

Extended Coverage Plans

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3 or 5 Year Coverage

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One Point of Contact

We take full responsibility for addressing issues with your system—from troubleshooting to service and product replacement.



No Additional Expenses

You'll never have to worry about an unexpected or expensive repair bill—parts, labour and shipping costs are all covered.

	Standard Coverage	3-Year ECP	5-Year ECP
Workmanship Warranty (Installation + Programming)	1 Year	3 Years	5 Years
Hardware + Equipment Warranty	Manufacturer Warranty Only	✓	✓
Repair/Replacement of DOA Equipment (Before System Commissioning)	✓	✓	✓
Equipment Troubleshooting (After System Commissioning)	✗	✓	✓
Warranty Administration	✗	✓	✓
Shipping of Defective or Replacement Equipment	✗	✓	✓
Travel/Parking For On-Site Service*	✗	✓	✓

*Within 60km of an Evolution AV Office

Order Acceptance

Description	Cost
BOARDROOM	15,119.53
Net Amount	15,119.53
GST	755.98
Total	\$15,875.51

Extended Coverage Plan Options

5 Year Extended Coverage Plan	1,643.93	
GST	82.20	
(with 5 Year Coverage)	\$17,601.64	<hr/> Initials
3 Year Extended Coverage Plan	1,205.55	
GST	60.28	
(with 3 Year Coverage)	\$17,141.34	<hr/> Initials
Coverage Plan Declined	\$15,875.51	<hr/> Initials

For more details on Evolution Extended Coverage Plan benefits, please see the previous page or visit www.evolutionav.ca/ecp.

September 25, 2023

Q0069295-0

Customer Signature

Printed Name

Date



Mountain View Emergency Shelter Society

October 10, 2023



Mayor and Council
Town of Carstairs
Box 370
Carstairs, AB T0M 0N0

Dear Mayor Colby and Council:

Alberta has one of the highest rates of domestic violence in the country, and the severity of violence is on the rise, yet family violence is preventable. November is Family Violence Prevention Month in Alberta. Mountain View Emergency Shelter Society would like to increase awareness of the warning signs of family violence and the resources and supports available in our community to those affected by family violence.

We are requesting the Mayor and Council of the Town of Carstairs declare November as Family Violence Prevention Month.

Attached is a proclamation for your approval.

Thank you for your consideration and cooperation in proclaiming November Family Violence Prevention Month. We would be happy to have a representative of MVESS present at the Council meeting, if this is your wish, please contact me at 403-507-9738.

Sincerely,

Carol Johnston
Secretary
Mountain View Emergency Shelter Society



Family Violence Prevention Month

Whereas there are many people in Alberta who experience family violence; and whereas the effects of family violence may be carried on from generation to generation; and whereas all Albertans have a role to play in preventing family violence.

Therefore,

The Town of Carstairs

hereby proclaims

**the month of November 2023 to be
Family Violence Prevention Month in**

Carstairs, Alberta

I call upon citizens to help those at risk learn where to turn.

I call upon you to make a difference by helping those affected by family violence know what supports and resources are available to them.

It takes all of us working together to promote healthy relationships and create safer communities in our province.

In witness whereof, I have here unto set my hand this

_____ Day of _____, 2023

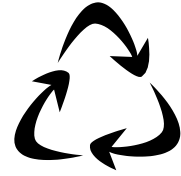
Lance Colby, Mayor



Alberta



Box 2130
Didsbury, AB
T0M 0W0
403-335-4901



October 13th, 2023

Delivered via email.

Attention: Member CAO's

**Re: Mountain View Regional Waste Management Commission
2024 Operating Budget Information and Fee Schedule**

The objective of this letter is to provide all members of the Mountain View Regional Waste Management Commission ("MVRWMC" or the "Commission") with an update to the Commission's approved 2024 operating budget and fee schedule. The board approved the 2024 budget with the following key elements:

- 1. Landfill tipping fee to remain at \$97.00 charged to municipal and commercial customers.**
- 2. Municipal fee for service set at \$11.46 down materially from the \$24.64 in 2023, or a 53% decrease over 2023 rates. The biggest driver in the reduced fees is related to the Commission's decision to close the regional recycling centres in August 2023.**
- 3. Tipping fee for raw metal reduced to \$50.00 per tonne, down 31% from prior years as handling costs are partially covered by increased revenue of collected metals from processors.**
- 4. The Commission's capital budget of \$355,000 is focused on capital renewal of operating equipment and facilitating a change in operating procedure to minimize leachate collection and disposal fees.**

The Commission's financial sustainability is heavily dependent on the uncontracted Commercial volumes. Despite the modest increase in tipping fees for 2023, Commercial tonnage remained within historical range however over-pricing landfill services can quickly erode the Commission's strong financial position.

2023 Amended Municipal Fee for Service

With the suspension of recycling services in August 2023, the Commission amended the municipal fees invoiced in Q4-2023 to reflect a reduction in estimated operations costs of \$157,900. Distribution of the refund was included in the Q4-2023 invoices to reflect a credit to each member prorated on a per capita basis. The following table outlines the prorate share of the distribution to each member:

	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	Total
Per Capita Share (2021 Census)	26.11223%	7.57649%	1.23915%	14.37605%	13.88834%	36.80778%	100.00004%
Approved 2023 Recycle Assessment	\$ 130,831.00	\$ 37,961.00	\$ 6,208.00	\$ 72,029.00	\$ 69,585.00	\$ 184,419.00	\$ 501,033.00
Recycle Assessment Quarterly Payments	\$ 32,707.75	\$ 9,490.25	\$ 1,552.00	\$ 18,007.25	\$ 17,396.25	\$ 46,104.75	\$ 125,258.25
Per Capita Credit	-\$ 41,231.21	-\$11,963.28	-\$1,956.62	-\$22,699.78	-\$21,929.69	-\$ 58,119.48	-\$157,900.06

2024 Fee for Service Summary

The approved 2024 municipal fee of \$11.46 per capita municipal fee for service is a 53% reduction from the 2023 provision. The following table outlines the approved structure for 2024:

	2023 Budget	2024 Budget	Yr/Yr Change
Tipping Fee Schedule			
Landfill Tip (\$/tonne)	\$97	\$97	0%
Transfer Station Tip (\$/tonne)	\$230	\$230	0%
HC Contaminated Soil (\$/tonne)	\$50	\$50	0%
Metal (\$/tonne)	\$72	\$50	-31%
Concrete (\$/tonne)	\$23	\$23	0%
Municipal Fee for Service			
Landfill requisition	\$3.38	\$2.95	-28%
Transfer station requisition	\$6.91	\$6.53	-5%
Recycling requisition	\$14.35	\$1.98	-86%
Total per capital requisition	\$24.64	\$11.46	-53%

Most of the reduction in the municipal fee is related to the recycling component, however the landfill and transfer station segments are also lower than 2023.

2023 Operating and Capital Budget Summary:

At the MVRMWC Board meeting on September 25th, 2023, the board approved the 2024 operating and capital budget including the following:

1. Operating Budget for 2023 is based on total revenue of \$3.04 million, with \$2.63 mm (87% of revenue) derived from sale of services, and \$0.404 mm (23% of revenue) from municipal fee for service.

2. Capital budget for 2024 of \$355,000 for purchase of a Tractor and attachments to enhance volume reduction through evaporation. All leachates will remain on the engineered liner, however spreading over the surface is known to significantly reduce the volume of leachate to be collected and disposed of.
3. **Maintain MSW tipping fees at \$97/tonne for all MSW Class II waste** accepted at the landfill from municipal members and commercial haulers working within the county.
4. **Maintain Transfer station tipping fees at \$230/tonne, at the Water Valley and Sundre transfer stations.**
5. Tipping fee for metal decreased to \$50/tonne, cement maintained at \$23/tonne.
6. No changes to fees for mattresses at \$10/unit and \$5/unit for couches and upholstered furniture items. Revenue from these products is used to offset the operating costs of the shredder.

Extended Producer Responsibility Program Update

Alberta will be introducing an Extended Producer Responsibility (“EPR”) program which is intended to shift the physical and financial burden of collecting, sorting, processing, and recycling waste to the producer and away from local governments and taxpayers. The province is targeting full implementation of the EPR program by April 2025 to be managed by Alberta Recycling Management Authority (ARMA).

Additional information is available at the following website:

https://www.alberta.ca/regulated-extended-producer-responsibility-programs#jumplinks-0?utm_source=QR&utm_medium=all&utm_campaign=GoA&utm_term=qr0071

The Commission continues to closely monitor developments in the EPR program and encourages each member community to also monitor developments. The provincial program is intended to compensate municipalities and regional service commissions for costs associated with “Blue cart” programs and other recycling services.

Submissions to ARMA to register collection and management plans are due by April 1st, 2024.

Forecast of MSW Tonnage per Member for 2024

Administration based the 2024 budget using a 3-year average for each community to forecast MSW rates to be received at the landfill. The following table outlines the historical tonnage by customer for the period 2020 – 2023, and the risk adjusted volume included in the 2024 Budget projections. In addition, the monthly historical tonnage summaries and annualized cumulative waste generation charts per community are included as an attachment for your reference.

	2020 Actual	2021 Actual	2022 Actual	2023 Projection	3-Year SMA	Spark Line	2024 Risk Adjusted Volume		
							Target	COS	Risk Adj
Landfill Class II MSW									
Commercial Tipping (Uncontracted)	17,002	15,262	15,425	17,154	15,947		16,250	98%	15,925
Contracted Outside Municipal Tipping									
Municipal Tipping - Olds	1,305	1,306	1,274	1,448	1,343		1,345	100%	1,345
Municipal Tipping - Sundre	365	345	336	328	336		335	100%	335
Municipal Tipping - Cremona	100	93	90	93	92		93	100%	93
Municipal Tipping - Didsbury	1,040	943	930	1,025	966		945	100%	945
Municipal Tipping - Carstairs	1,120	1,073	1,067	1,091	1,077		1,080	100%	1,080
Total Municipal Tipping	3,930	3,760	3,697	3,985	3,814		3,798		3,798
Class II Transfer Site MSW									
Didsbury Transfer	2,590	1,870	1,997	1,914	1,927		1,925	95%	1,829
Water Valley Transfer Site	406	415	408	414	412		410	100%	410
Sundre Transfer Site	452	485	485	476	482		485	100%	485
Total Transfer Station Tipping	3,448	2,770	2,890	2,804	2,821		2,820		2,724
Total Class II MSW Received at Landfill	24,380	21,792	22,012	23,943	23,032		22,868		22,447
Hydrocarbon Contaminated Soil									
Contracted HC Contaminated Soil	-	7,607	344	630	2,145		5,000	25%	1,250
Revenue Generating Recyclables									
Cement	322	875	585	584	681		580	85%	493
Metals	288	324	226	210	253		255	95%	242
Mattresses	-	3,092	2,581	2,791	2,821		2,820	90%	2,538
Couches/Chairs	-	-	-	2,105	702		1,900	90%	1,710

Municipal sourced MSW tonnage continues to be essentially flat year-over-year, with the Town of Olds showing modest increase in total tonnage while Sundre and Cremona are trending slightly lower year-over-year. With the reduction of regional recycling pick-up, the Commission is expecting an increase in materials in the MSW stream however “recycle” materials typically don’t weigh as much as MSW.

Forecast of 2024 Municipal Contributions

The year-over-year per capita forecast all-in cost for 2024 is \$21.90 down 36% compared to 2023. The following table outlines the 2023 budget basis, forecast 2024 costs by category and finally the net changes to 2024 charges compared to last year. Overall, the Commission will be charging members \$438,000 less than 2023.

2023 Approved Budget								
Landfill Tipping Fee (\$/tonne)	\$ 97.00	Municipal Contribution Summary						
	\$ 24.64	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
Transfer Site	\$ 240,078	\$ 63,402	\$ 18,840	\$ 3,065	\$ 36,368	\$ 28,146	\$ 90,257	
Recycling	\$ 498,965	\$ 131,772	\$ 39,156	\$ 6,371	\$ 75,585	\$ 58,497	\$ 187,585	
Landfill	\$ 117,701	\$ 31,084	\$ 9,236	\$ 1,503	\$ 17,830	\$ 13,799	\$ 44,250	
Municipal Fee for Services	\$ 856,744	\$ 226,258	\$ 67,232	\$ 10,938	\$ 129,783	\$ 100,441	\$ 322,092	
Landfill Cost MSW Class II	\$ 353,565	\$ 119,504	\$ 32,107	\$ 9,021	\$ 91,762	\$ 101,171	\$ -	
Total Cost of Waste Services	\$ 1,210,309	\$ 345,762	\$ 99,339	\$ 19,959	\$ 221,545	\$ 201,612	\$ 322,092	
All-in Per Capita	\$ 34.32							

2024 Approved Budget								
Landfill Tipping Fee (\$/tonne)	\$ 97.00	Municipal Contribution Summary						
	\$ 11.46	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
Transfer Site	\$ 230,345	\$ 60,148	\$ 17,452	\$ 2,854	\$ 33,115	\$ 31,991	\$ 84,785	
Recycling	\$ 69,668	\$ 18,192	\$ 5,278	\$ 863	\$ 10,016	\$ 9,676	\$ 25,643	
Landfill	\$ 103,997	\$ 27,156	\$ 7,879	\$ 1,289	\$ 14,951	\$ 14,443	\$ 38,279	
Total Municipal Fee	\$ 404,010	\$ 105,496	\$ 30,610	\$ 5,006	\$ 58,081	\$ 56,110	\$ 148,707	
Landfill Cost MSW Class II	\$ 368,406	\$ 130,465	\$ 32,495	\$ 9,021	\$ 91,665	\$ 104,760	\$ -	
Total Cost of Waste Services	\$ 772,416	\$ 235,961	\$ 63,105	\$ 14,027	\$ 149,746	\$ 160,870	\$ 148,707	
All-in Per Capita	\$ 21.90							

Net Change compared to 2023	\$ (437,893)	\$ (109,801)	\$ (36,234)	\$ (5,932)	\$ (71,799)	\$ (40,742)	\$ (173,385)	
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The Commission's Organizational meeting is scheduled for Monday, November 27th, 2023 at the Mountain View County offices. Once your local organizational meetings are completed, please let me know the names and contact information for your municipality's appointed Director and Alternate for 2024.

If you have any questions, please give me a call.

Sincerely,

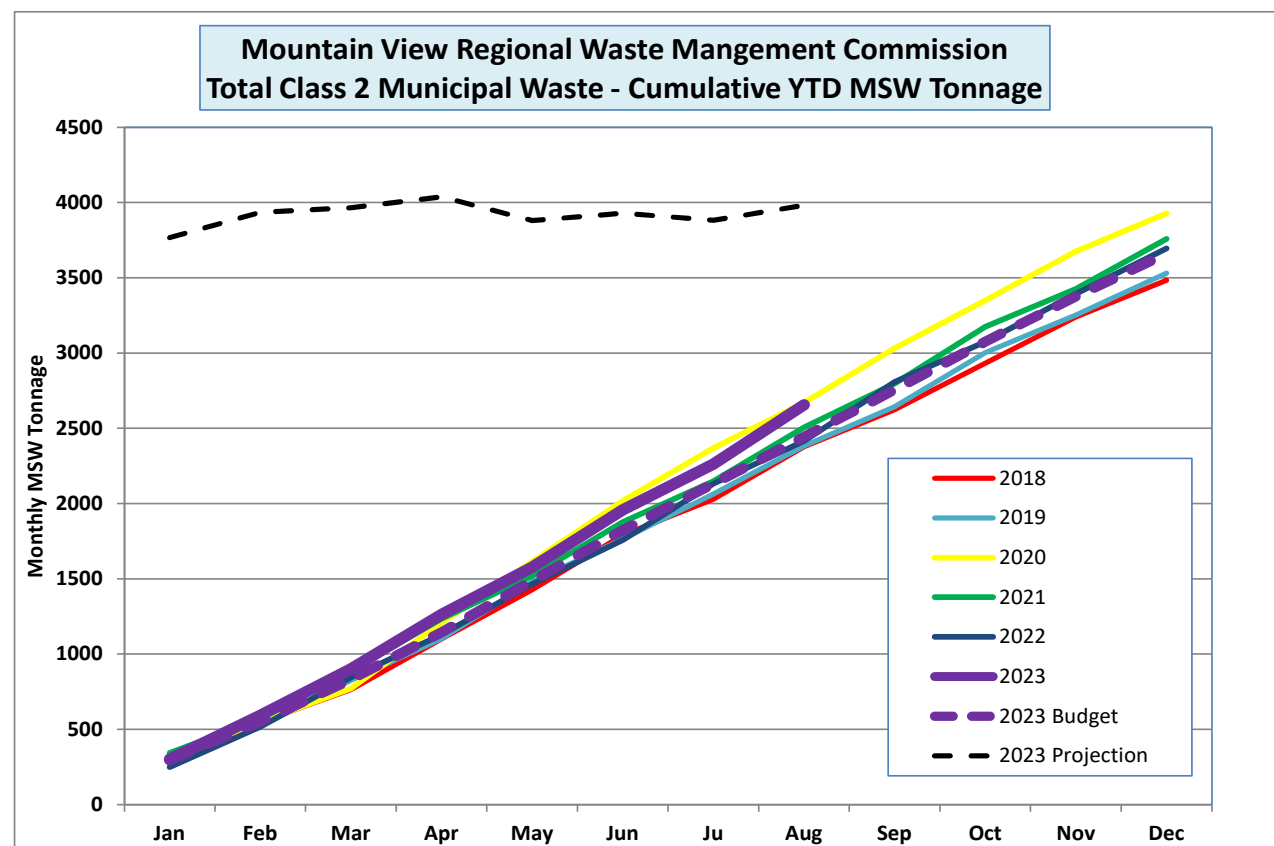
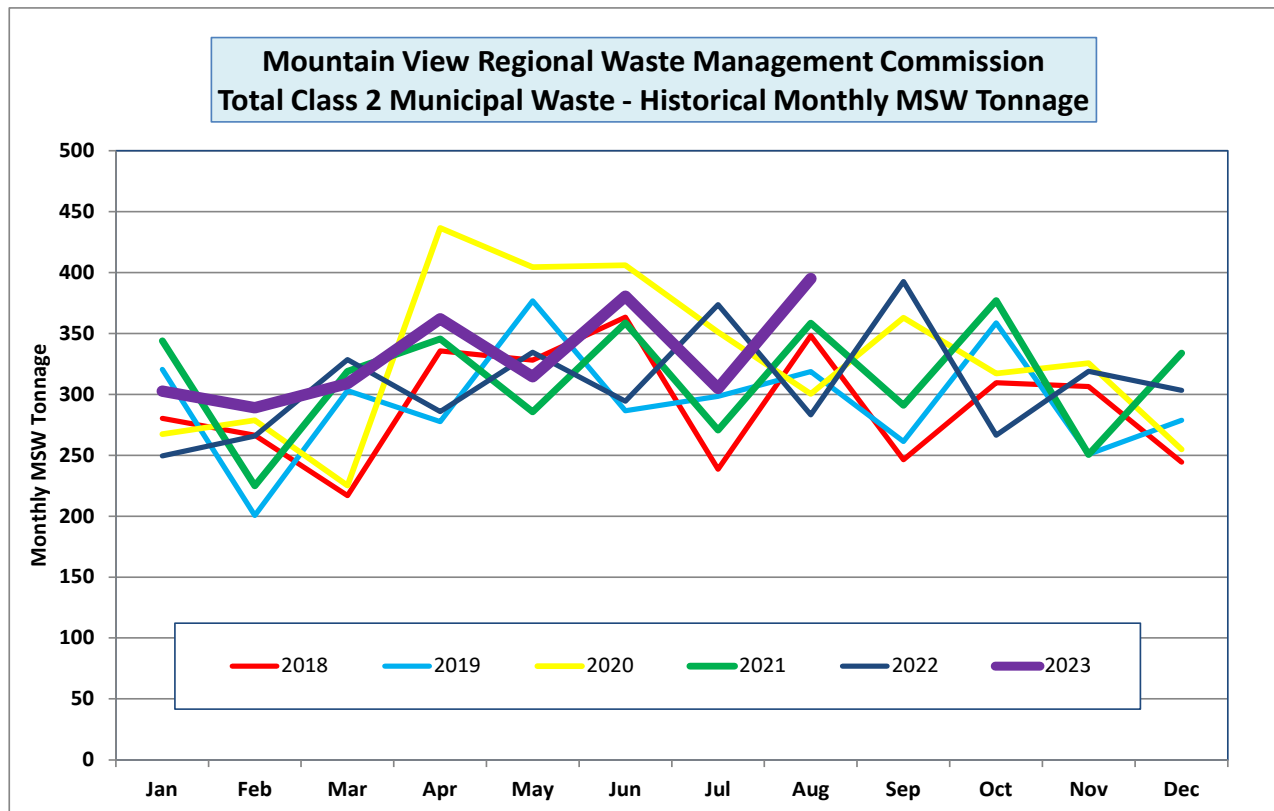


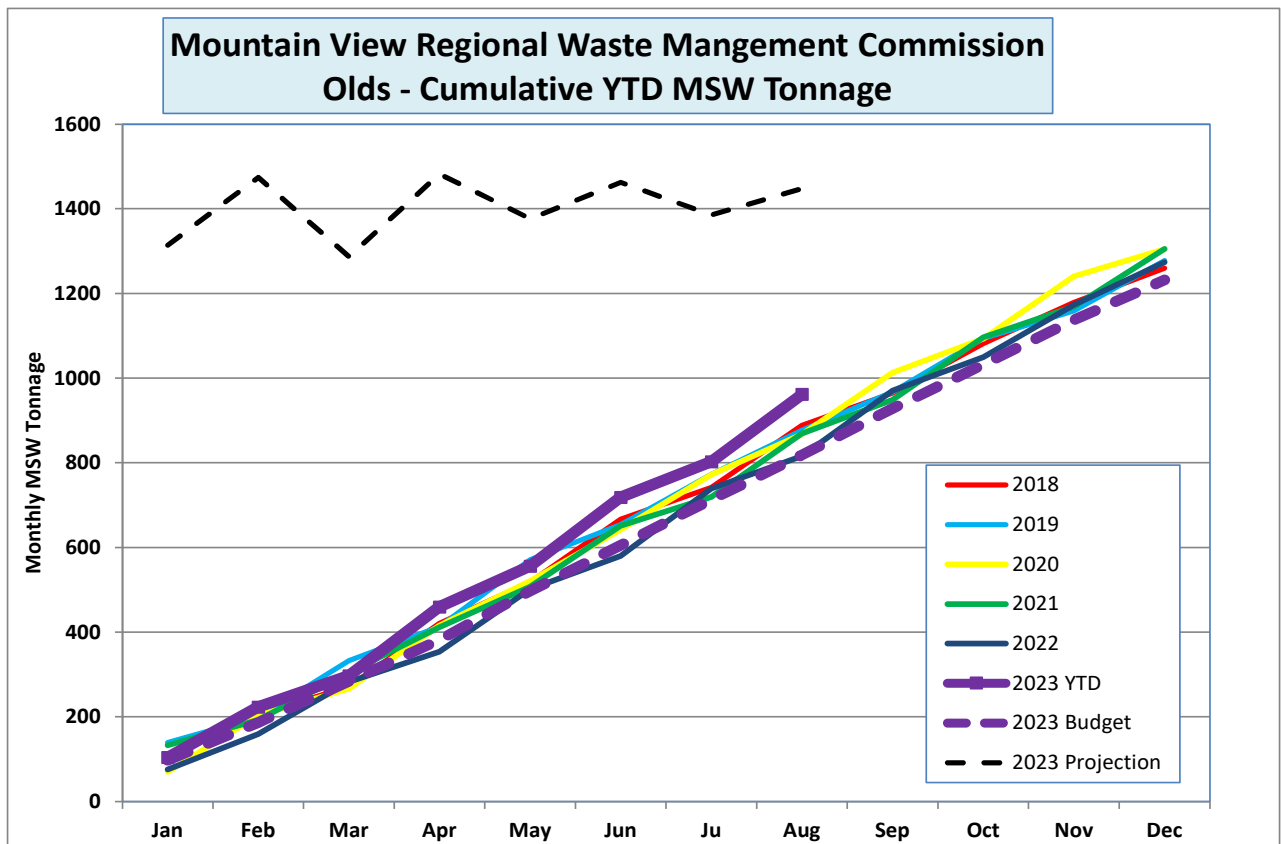
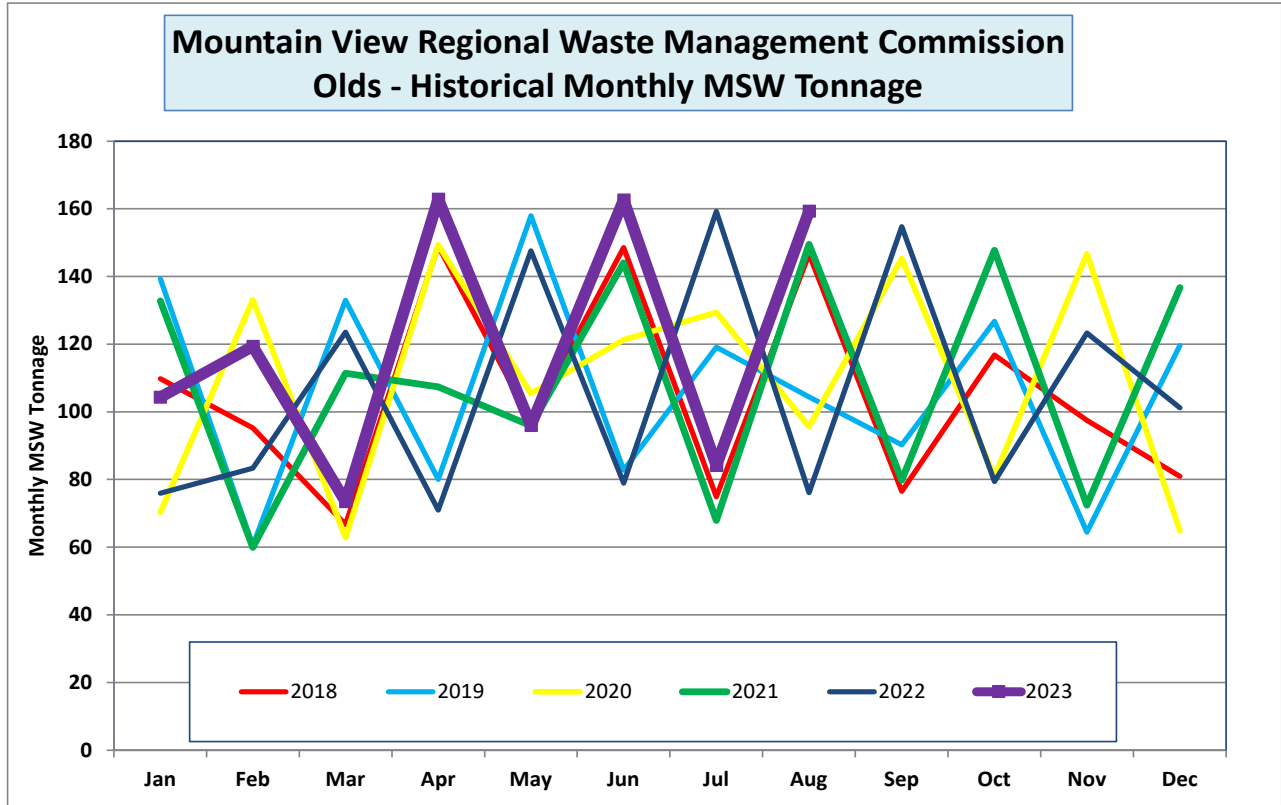
Michael Wuetherick, P.Eng.
 CAO, Mountain View Regional Waste Management Commission
 Email: cao.mvrwmn@airenet.com
 Cell: (403)863-4245 or (403)994-0645

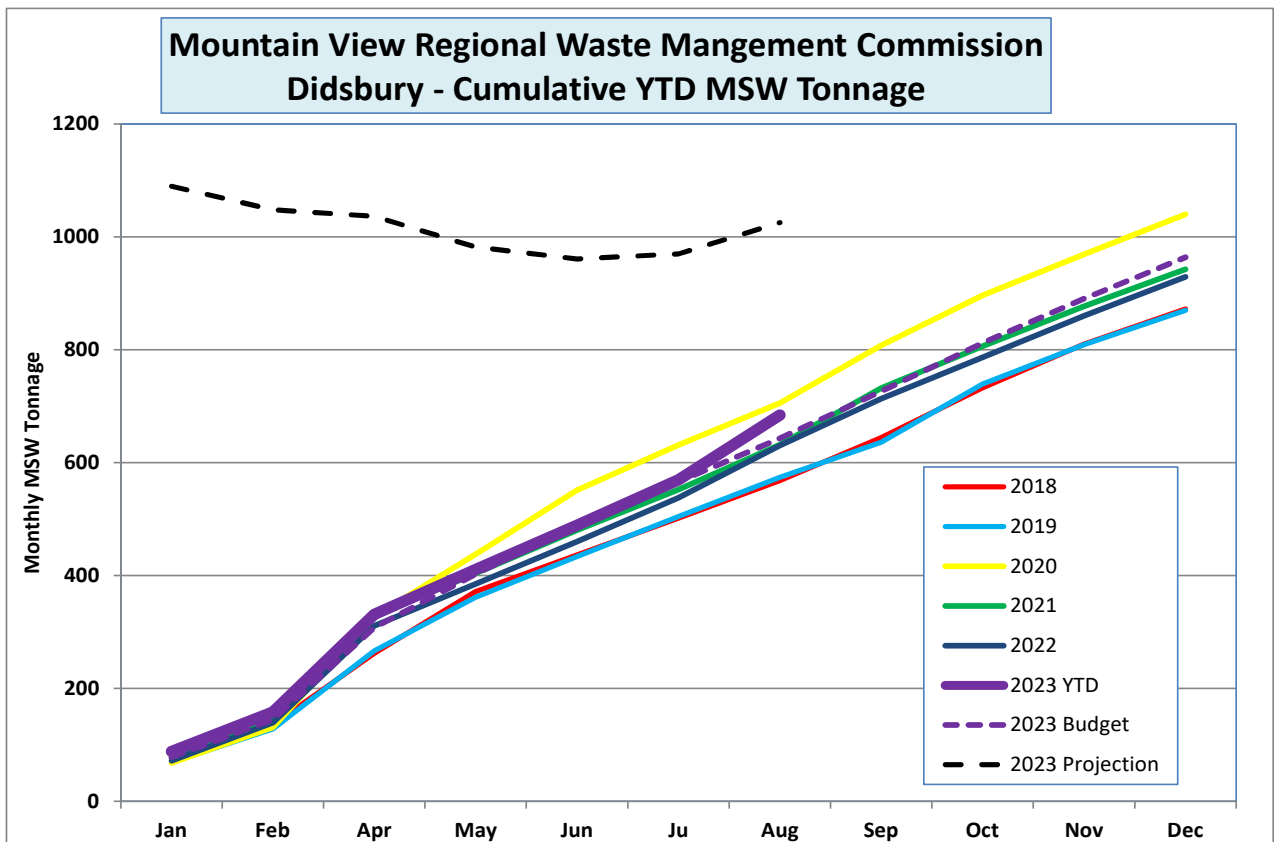
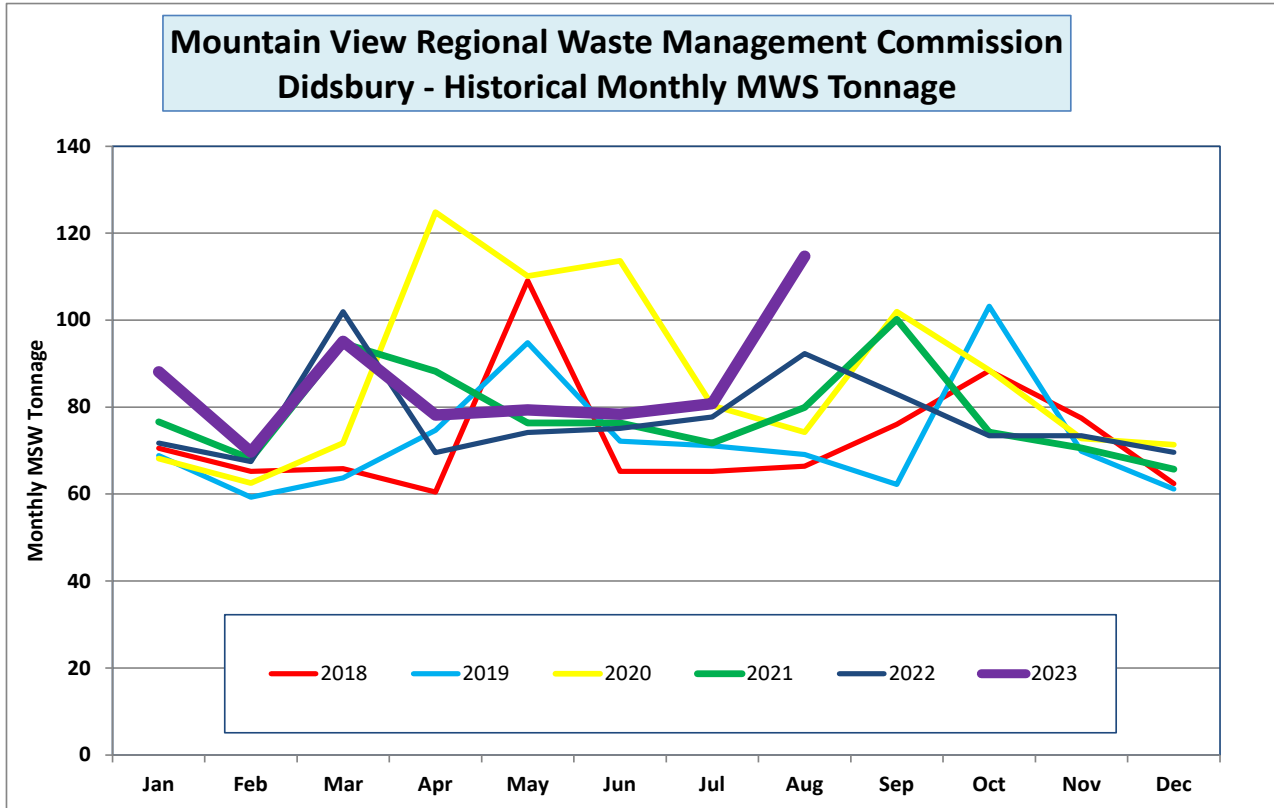
Attachments:

1. 2023 Commercial and Municipal Tonnage reports
2. 2024 Fee Schedule

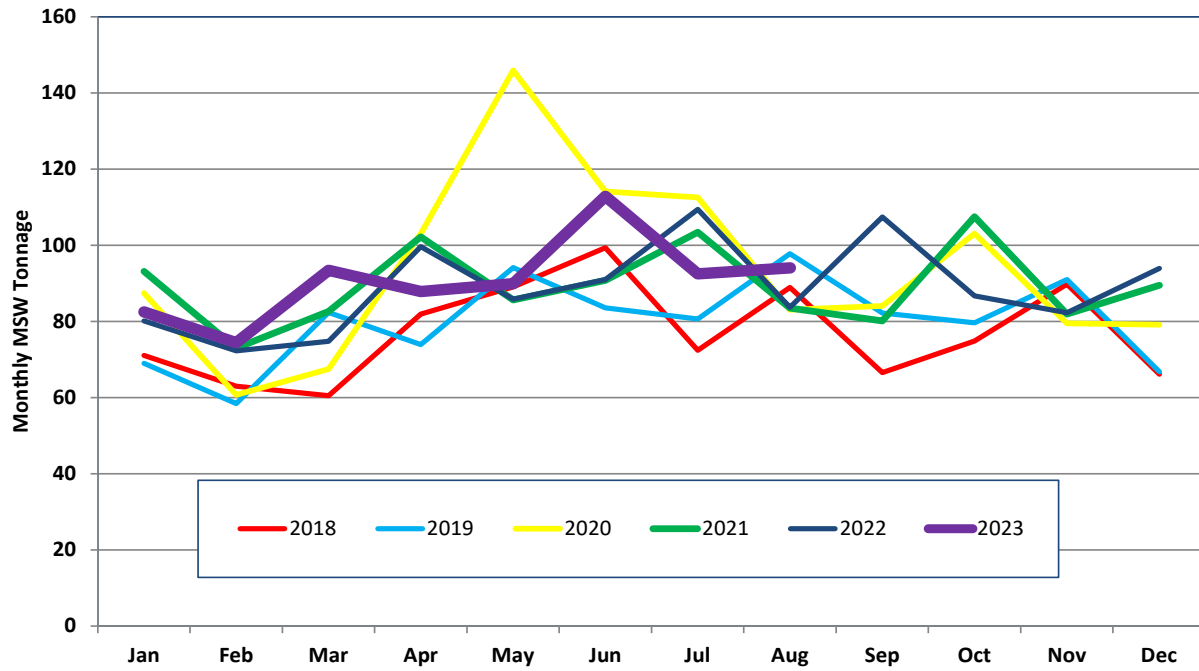
Mountain View Regional Waste Management Commission
 Box 2130 Didsbury, Alberta T0M 0W0



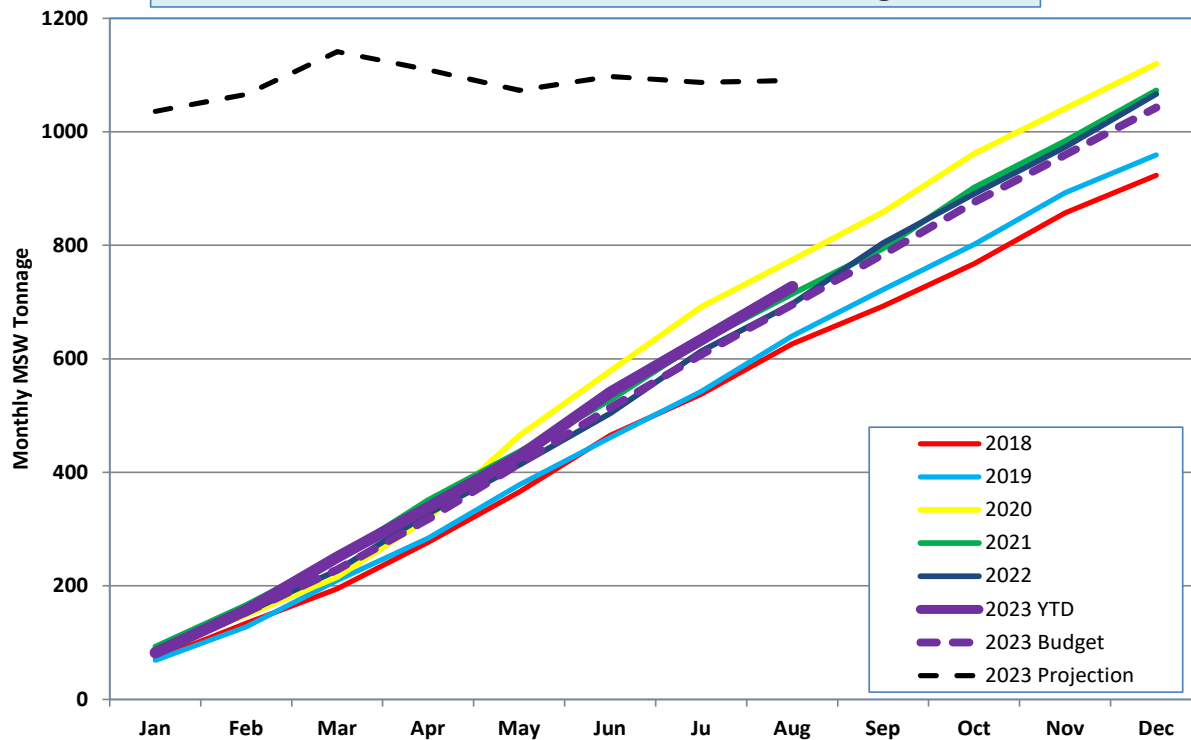




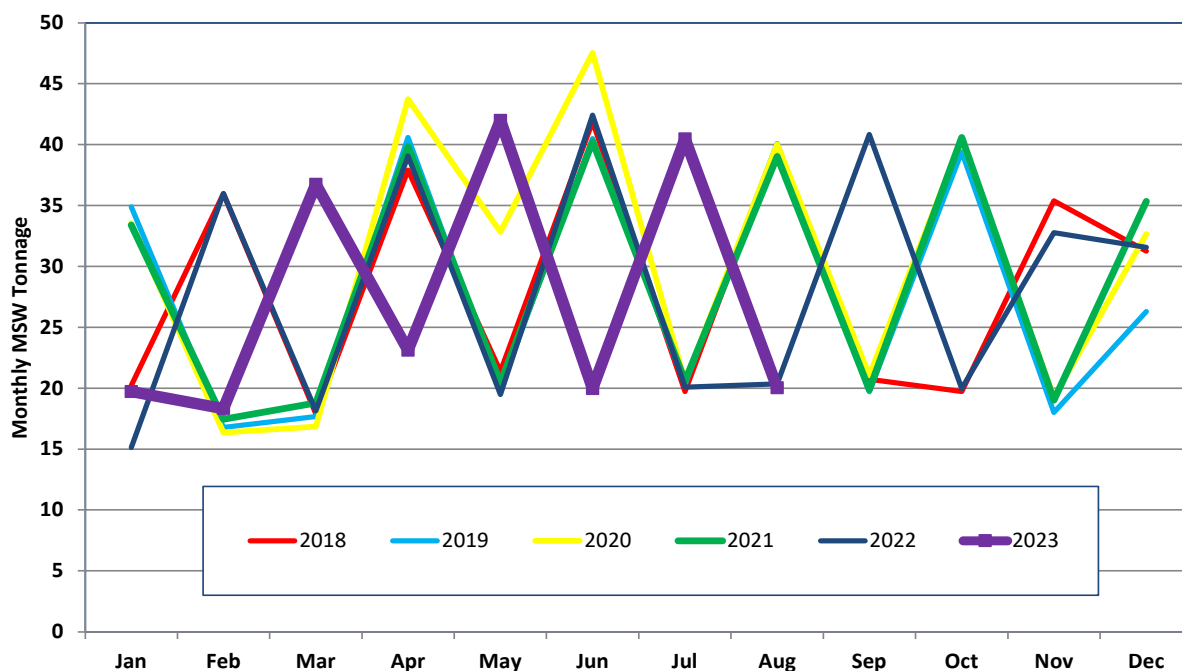
**Mountain View Regional Waste Management Commission
Carstairs - Historical Monthly MSW Tonnage**



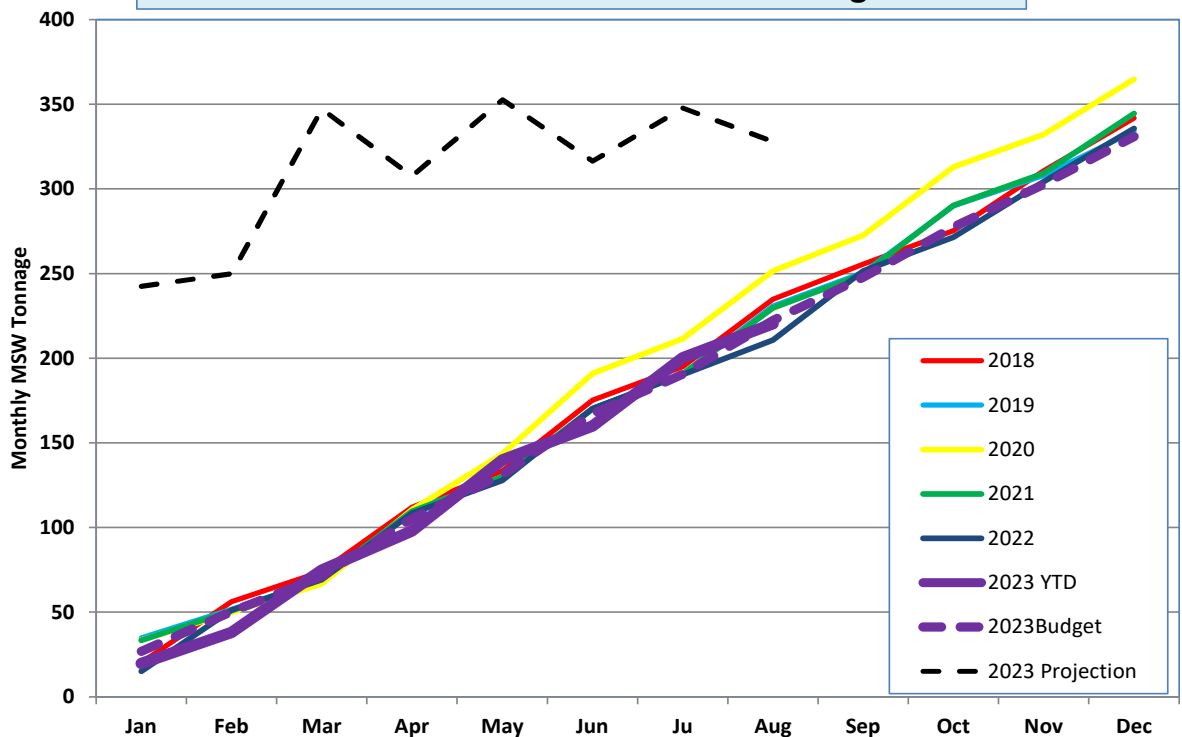
**Mountain View Regional Waste Management Commission
Carstairs - Cumulative YTD MSW Tonnage**



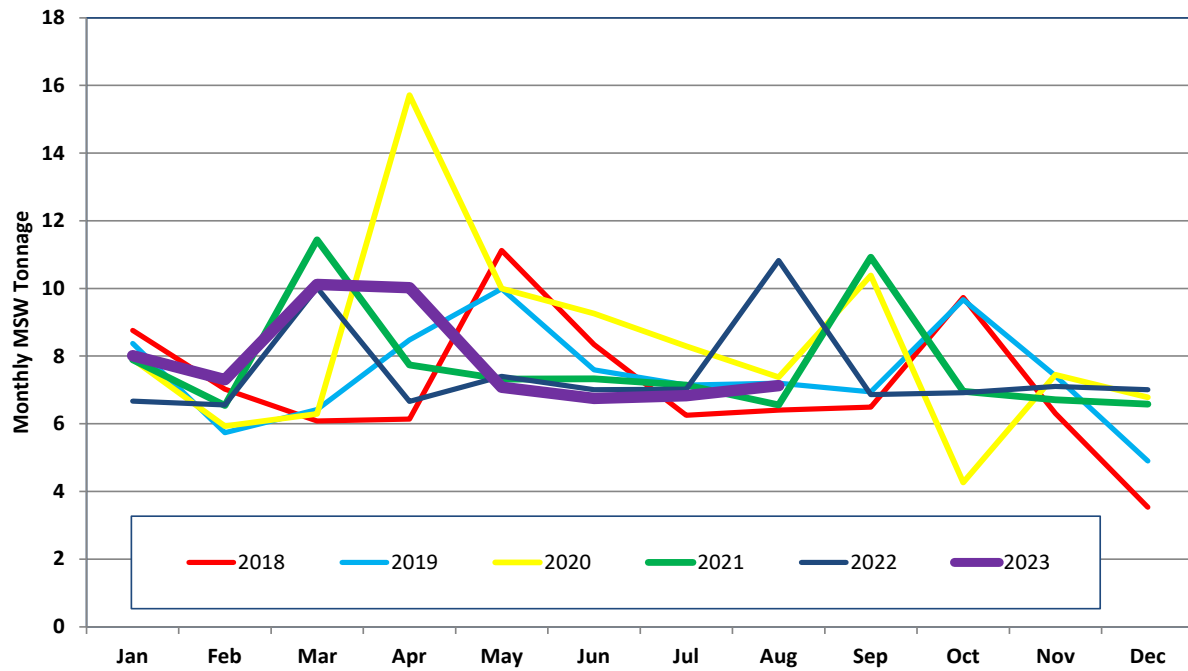
**Mountain View Regional Waste Management Commission
Sundre - Historical Monthly MSW Tonnage**



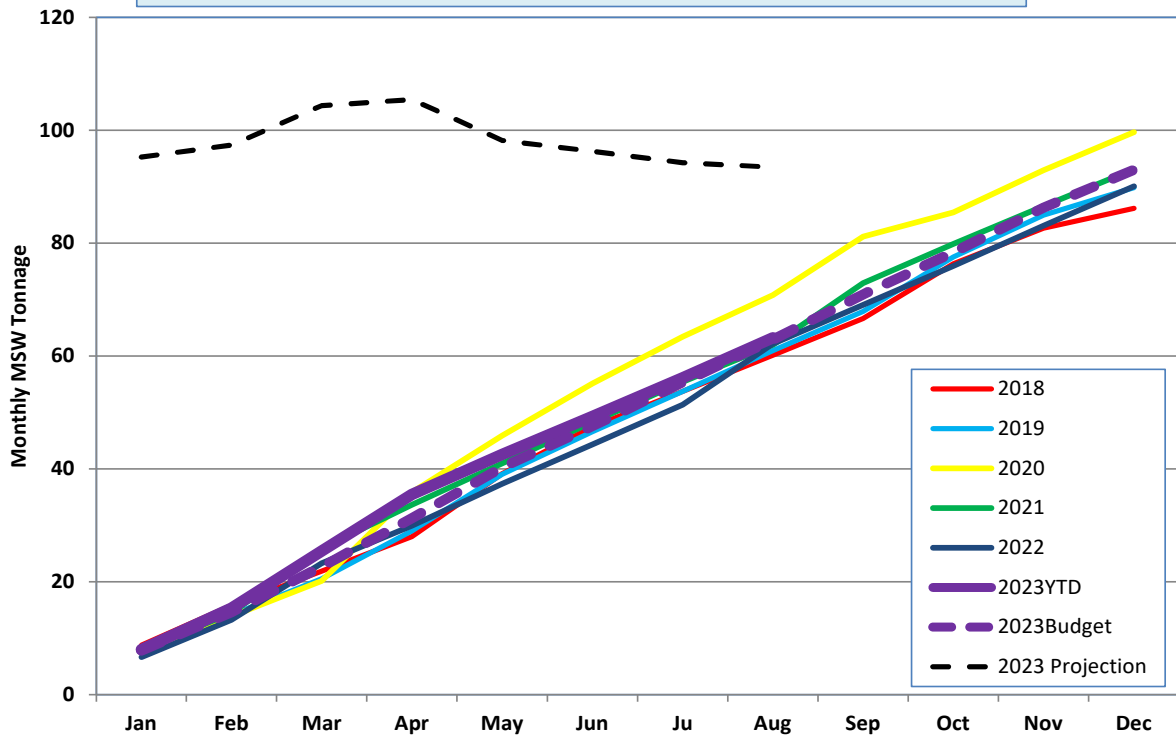
**Mountain View Regional Waste Management Commission
Sundre - Cumulative YTD MSW Tonnage**



**Mountain View Regional Waste Management Commission
Cremona - Historical Monthly MSW Tonnage**



**Mountain View Regional Waste Management Commission
Cremona - Cumulative YTD MSW Tonnage**



Mountain View Regional Waste Management Commission

2024 Fee Structure

<u>Fees to Operate:</u>	Per Capita
Transfer Station	\$6.53
Recycling/Diversion	\$1.98
Landfill	<u>\$2.95</u>
Total Municipal Fee	\$11.46

<u>Tipping Fee per Tonne:</u>	minimum charge	Residential	Commercial	Sites
Transfer Station (Sorted)	\$5.00	\$230.00	\$300.00	Water Valley & Sundre
Transfer Station (Mixed)		\$350.00	\$350.00	Water Valley & Sundre
Landfill (Sorted)	\$5.00	\$97.00	\$97.00	Didsbury
Landfill (Unsorted)		\$147.00	\$147.00	Didsbury
Mattresses/Box Springs (Any size)		\$10/unit	\$10/unit	Didsbury, Water Valley & Sundre
Couches/Chairs (Upholstered)		\$5/unit	\$5/unit	Didsbury, Water Valley & Sundre

<u>Recyclables per Tonne:</u>	Residential	Commercial
Scrap Metal	\$50.00	\$50.00
Fridge/Freezer/Water Cooler/Air Conditioner	\$28.00/unit	\$28.00/unit

Only Accepted at Didsbury Landfill

Concrete	\$23.00	\$23.00	
Contaminated Soil	\$50.00		(Limit of 5,000 Tonnes for the year)

A late fee payment of 1.5% will be added monthly to the invoice after 60 days

Condominium Corporation 041-3954

Villas at Stonebridge Glen

P.O. Box 1004,

Carstairs, Alberta T0M 0N0

17 October, 2023

Hand Delivered

The Mayor and Council

Town of Carstairs,

P.O. Box 370,

Carstairs, Alberta T0M 0N0

Re: Town Proposal to Construct Public Walkway

The Condominium Board and Unit Owners of the Villas of Stonebridge Glen thank the Mayor and Council for considering our concerns regarding the routing of a pathway connecting the Stonebridge Glen subdivision with the Mandalay subdivision. We are supportive of having a pathway connecting our two subdivisions.

As we stated in the Council meeting of 10 October, we look forward to working with the Mayor and Council, Town Administrative staff and other community members to plan, develop and build a pathway that would not only connect our subdivisions but would add to the overall ambience and aesthetics of the Town's pathway system.

Sincerely,

A handwritten signature in red ink, appearing to be "J. Be" followed by a flourish and the letters "pu".

Board of Directors,

Condominium Corporation 041 3954

On behalf of all Unit Owners