



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, JUNE 13, 2022, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of June 13, 2022
Motion: To adopt the agenda of June 13, 2022

4. ADOPTION OF MINUTES

3 - 6

- a) Adoption of minutes of May 24, 2022 (addendum 4.a)
Motion: To adopt the minutes of May 24, 2022



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- a) Presentation of Service Awards

7. BYLAWS AND POLICIES

7 - 25

- a) Subdivision Report



26 - 54

- b) Bylaw No. 2029-Rates and Fees 2022 (addendum 7.b)



8. NEW BUSINESS

55 - 56

- a) Request to Council-Didsbury RCMP (addendum 8.a)



57 - 59

- b) Beef & Barley Days Parade (addendum 8.b)



9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

- i) Minutes from the May 24, 2022 Meeting(addendum 9.b.i)



- 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
- h) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- i) CENTRAL ALBERTA ECONOMIC 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) Letter from Rural Economic Development



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
MONDAY, MAY 24, 2022, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Allan, Ball, Fricke, Roberts, Ratz, and Wilcox, CAO Rick Blair, Director of Legislative & Corporate Services Shannon Allison, and Executive Assistant Kayleigh Van Es
ABSENT:	Nil
CALL TO ORDER:	Mayor Colby called the meeting of May 24, 2022, to order at 7:04 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 273/22	Motion by Councilor Ball to adopt the Regular Council agenda of May 24, 2022, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 274/22	Motion by Councilor Allan to adopt the Regular Council minutes of May 9, 2022, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	1. CESD Joint Use Agreement CAO Blair spoke with Shawn Russell as directed by Council; very confident in both parties following the agreement to the letter. Any issues are to come to CAO and superintendent. Recommended that council accept the agreement. Councilor Ball mentions a spelling error located in 6b that needs to be amended. Motion 275/22 Motion by Councilor Wilcox to accept the Chinooks Edge School Division Join Use Agreement as amended. CARRIED
DELEGATIONS:	1. Carstairs Heritage Festival Pam Montgomery & Sharon Lampitt spoke to the event and the schedule that is planned as well as to ask for their final donation amount of \$3000.00 Councilor Wilcox commends the organizing of the Heritage Festival. Councilor Ball commends the great job the committee has done so far. Councilor Ratz reiterated the remarkable job and how it has come together in such a short amount of time. Mayor Colby compliments the members on the amount of funds raised and the organization of the event. Motion 276/22 Motion by Councilor Allan to accept the Carstairs Heritage Festival request for funds of \$3000.00 CARRIED
BYLAWS & POLICIES:	1. Policy No. 12-035-19 Internet Privacy Policy Councilor Fricke spoke to the changes made to the Internet Privacy Policy. Motion 277/22 Motion by Councilor Ratz to adopt the changes to Policy No. 12-035-19 as presented. CARRIED
NEW BUSINESS:	1. Road Closure Permit Council reviewed the request for decision and Road Closure Permit. Councilor Roberts inquired about the town also putting on an event on Canada Day to which it was answered it would all work together. Councilor Wilcox commented that the event was a great plan.

Councilor Fricke agreed that the event will be a great addition to the other Canada Day happenings.

Motion 278/22

Motion by Councilor Ball to approve the RFD and Road Closure Permit as presented.

CARRIED

COMMITTEE REPORTS:

- 1. Legislative & Emergency Services Committee**
- Councilor Ball gave an oral report of the meeting on May 17, 2022.
- 2. Strategic Planning & Corporate Affairs Committee**
- Councilor Roberts gave an oral report of the meeting on May 24, 2022 prior to council.
- 3. External Relations Committee**
- Nothing to report at this time.
- 4. Policy & Governance Committee**
- Councilor Fricke gave an oral report of the meeting on May 10, 2022.
- 5. Mountain View Regional Waste Commission**
- Nothing to report at this time. Next meeting July 25, 2022.
- 6. Mountain View Regional Water Commission**
- Nothing to report at this time. Next meeting is May 28, 2022.
- 7. Mountain View Seniors' Housing**
- Nothing to report at this time. Next Meeting June 9, 2022.
- 8. Municipal Area Partnership**
- Nothing to report at this time. Next meeting is June 16, 2022.
- 9. Carstairs Community Development & Economic Partnership (CCD&EP)**
- Nothing to report at this time. Next meeting June 15, 2022
- 10. Central Alberta Economic Partnership (CAEP)**
- AGM meeting on June 17 2022. Councilor Fricke to attend in place of Councilor Ratz

Motion 279/22

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

CARRIED

COUNCILOR REPORTS:

- Councilor Allan**
- May 14, 2022 attended Arbor Day celebration at the Carstairs Nature Space.
- May 15, 2022 attended Mountain View Smiles grand opening.
- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.
- Councilor Ball**
- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.
- May 24, 2022 attended Strategic Planning and Corporate Affairs committee meeting.
- Councilor Fricke**
- May 10, 2022 attended Policy & Governance Committee Meeting.
- May 24, 2022 attended Strategic Planning and Corporate Affairs committee meeting.
- Councilor Ratz**
- May 11, 2022 attended CAO interviews with MVSH.
- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.
- May 17, 2022 attended MVSH tours.
- Councilor Roberts**
- May 10, 2022 attended Policy & Governance Committee Meeting.
- May 11, 2022 attended Mountain View Regional Water Commission meeting.
- May 14, 2022 attended Arbor Day celebration at the Carstairs Nature Space.

- May 24, 2022 attended Strategic Planning and Corporate Affairs committee meeting.

Councilor Wilcox

- May 10, 2022 attended Policy & Governance Committee Meeting.
- May 11, 2022 attended Carstairs Library board meeting.
- May 14, 2022 attended Arbor Day celebration at the Carstairs Nature Space.
- May 15, 2022 attended Mountain View Smiles grand opening.
- May 19, 2022 attended Parkland Library board meeting.

Mayor Colby

- May 11, 2022 attended Mountain View Regional Water Commission meeting.
- May 17, 2022 attended Mayors South Central caucus.

Motion 280/22

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

CARRIED

CORRESPONDENCE:

1. Letter from the Town of Coaldale

Mayor Colby spoke to the letter to which Council unanimously agreed.

Motion 281/22

Motion by Councilor Roberts to accept the letter from the Town of Coaldale as information and direct administration to draft up a support letter.

CARRIED

2. Call to Action-National Police Federation Letter

Mayor Colby spoke to the letter, mentioning concern of not enough information doesn't warrant not exploring the option at all.

Councilor Ball is concerned that sending support to the letter is the other extreme.

Councilor Wilcox finds halting the idea is premature as there is not enough information on either side.

Councilor Fricke is in agreement.

Motion 282/22

Motion by Councilor Roberts to accept the National Police Federation letter as information.

CARRIED

CAO'S REPORT:

1. Health and Safety

- Working with Departments and Safety auditor to ensure policies and processes are current.

2. CESD agreement

- The agreement will be finalized and signed in the next coming weeks.

3. Change of roles at the Golf course

- The responsibility of grounds maintenance and the pro shop has been given to Kirk Williscroft. CAO Blair will continue to look over food and beverage aspect.

4. Proposal from auditors

- Received a proposal from Ascend LLP for audit. Looking for clarification.

5. RFP banking information in review.

- received RFPs from local Banks, lots of information to review.

Motion 283/22

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

CARRIED

COUNCILOR CONCERNS:

1. Councilor Allan

- Stated that over the long weekend there was a lemonade stand set up in front of his Chiropractic office. Bylaw informed the operators of the stand that a letter was needed to operate in front of the office. Councilor Allan asked for clarification on the matter.

Motion 284/22	Motion by Councilor Ball to accept Councilor Concerns as information.	CARRIED
PUBLIC QUESTION PERIOD:	Nil	
MEDIA QUESTION PERIOD:	Nil	
CLOSED MEETING SESSION:	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 285/22	Motion by Councilor Ball that Council closes the meeting to the Public at 7:38 p.m. to discuss closed meeting session items.	CARRIED
Motion 286/22	Motion by Councilor Allan to come out of the closed meeting session at 8:00 p.m.	CARRIED
Motion 287/22	Motion by Councilor Roberts to direct administration to waive the sewer fees for roll number 199022	CARRIED
Motion 288/22	Motion by Councilor Wilcox to direct administration to dissolve the External relations committee.	CARRIED
NEXT MEETING:	Monday, June 13, 2022 at 7:00 p.m.	
ADJOURNMENT:		
Motion 289/22	Motion by Councilor Ratz to adjourn the meeting of May 24, 2022, at 8:01 p.m.	CARRIED

Lance Colby, Mayor

Rick Blair, CAO



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4015 7 Street SE, Calgary AB T2G 2Y9, T: 403.254.0544 F: 403.254.9186

June 8, 2022

Our Reference: 27752

Client: Town of Carstairs

Attention: Rick Blair, Chief Administrative Officer

Reference: SD-22-05 – (Welland) Subdivision Report

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Proposal:	3 Lot Subdivision (2 parcels and remainder)
Legal Description:	Part of SW ¼ Section 9 Township 30 Range 1 W5
Location:	30121 Highway 2A, Carstairs
Applicant(s):	Terrance and Elaine Welland
Owner(s):	Terrance and Elaine Welland
Land Use Designation:	Urban Reserve (UR)
Gross Area:	14.6 ha± (35.85 ac±)

Planning Analysis:	<p>The application proposes subdividing part of SW ¼ Section 9 Township 30 Range 1 W5 (the “subject site” or “site”), into 3 lots (2 residential parcels and the remainder).</p> <p>The subject site is approximately 14.6 ha (35.85 ac) in size and is located in southeast Carstairs within lands annexed from Mountain View County in 2009 (see Appendix A – Figure 1). At that time the land use on the site was amended from Agricultural District (per the County’s Land Use Bylaw (LUB) to Urban Reserve (UR) (per the Town of Carstairs LUB).</p> <p>The subject site is bound on the west by Highway 2A. Its north boundary abuts existing development which includes the Carstairs Veterinary Clinic and Sparkle and Shine dog and car wash (designated Highway Commercial District (C3)) and single-detached residential housing (designated Low Density Residential – Single Detached District (R1)). To the south, the site abuts JimBob’s Nursery and Garden Centre (designated C3) and to its west, the site abuts the Eastgate Area Structure Plan (ASP) which is currently undeveloped. The west boundary of the site is within 50 meters of the CPR line. CPR was included in circulation but provided no comment.</p> <p>The proposal seeks to create two parcels to accommodate an existing residence and an anticipated future residence and shop. Parcel 1 is shown at 2.6 ha (6.5 ac) in size and includes the existing residence. Parcel 2 is shown at 2.5 ha (6.2 ac) in size. Both are proposed to be located within the southern portion of the site (see Appendix A – Figure 2). The existing residence is served by two water wells and is on its own septic system. The Applicant has indicated that a new water well and septic field will be put in to service the future residence and has indicated that no Town services are required.</p>
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Background and Site Context:	<p>The lands have historically and are currently being used for agricultural purposes. The Applicant indicated that the remainder of the subject site will continue to be used for agricultural purposes post-subdivision.</p> <p>The lands are relatively flat and predominantly cultivated. An existing drainage ditch runs in an east-west direction within the north portion of the site (within the remainder area).</p> <p>The Town has indicated that there may be stormwater related challenges with the site and, given the proposed addition of a new water well and septic field in Parcel 2, further technical studies may be required.</p> <p>A natural gas pipeline right-of-way runs through the south area then up along the east boundary of the subject site. The Applicant has indicated this line is no longer in service and an AbaData search does not show the pipeline as active.</p> <p>There are multiple utility rights-of-way and caveats registered on the existing title including Town of Carstairs rights-of-ways to provide access to municipal infrastructure and the drainage ditch located in the remainder of the subject site. All rights-of-ways and caveats will be required to be brought forward for registration on any newly created titles (as applicable).</p> <p>There is also a Development Agreement between the landowner and Mountain View County registered on title. This agreement will be discharged and replaced with a new Development Agreement with the Town of Carstairs.</p>
Access:	<p>The subject site has two points of direct access to Highway 2A – one in its northwest periphery and one in its south. The northernmost will continue to provide access to cultivated and pasture lands within the remainder of the subject site as well as the Carstairs Veterinary Clinic and Sparkle and Shine.</p> <p>The Applicant indicated that the access in the south, which currently serves the existing residence, will be utilized and built upon to provide access to Parcel 2 and the anticipated new residence and shop and that an access agreement will be obtained to facilitate this joint access.</p>
Policy Alignment:	<p>The Municipal Development Plan (MDP) Map designates the subject site as Commercial and Residential. The Commercial portion is shown starting at site's interface with Highway 2A and extending approximately 200 meters eastwards before transitioning to Residential. Both proposed lots will be situated within areas of Commercial and Residential lands as identified in the MDP with most of their areas situated within the designated Commercial area.</p> <p>As such the proposed subdivision is not in alignment with the MDP. Council may approve the proposed subdivision despite this non-alignment. In this scenario Council may request that Administration seek to amend the MDP to reflect the approved subdivision and residential use.</p> <p>The site is subject to the requirements of Urban Reserve District (UR). The UR district is intended to:</p> <p><i>(a) be applied to lands that are awaiting urban development and utility servicing;</i></p> <p><i>(b) protect lands for future urban forms of development and density by restricting premature subdivision and development of parcels of land;</i></p>



	<p>(c) provide for a limited range of temporary uses that can easily be removed when land is redesignated to allow for urban forms of development; and</p> <p>(d) accommodate extensive agricultural uses prior to development to urban uses.</p> <p>Detached dwellings are listed as a permitted use within the UR District.</p> <p>The UR District describes the Minimum Parcel Area within as follows:</p> <p><i>All the land contained in the existing Certificate of Title, unless otherwise approved by the Municipal Planning Commission, having regard to future use of the parcel and the form of future subdivision and development.</i></p> <p>Per the LUB, the Municipal Planning Commission (MPC) may be asked to review this application in order to determine whether the proposal meets the intent of the UR District at Council's behest.</p>
Reserve Calculations:	<p>The Town will require the 10% municipal reserve dedication obligation to be deferred to the remainder of SW ¼ Section 9 Township 30 Range 1 W5.</p>
Circulation:	<p>This application was circulated to adjacent landowners and referral agencies. Six (6) agencies provided comments as did the Town's Engineering Consultant CIMA+. No landowner responses were received. Comments are summarized below, and copies of the responses are included in Appendix C.</p> <p>Referral Agency Comments:</p> <ul style="list-style-type: none"> • TELUS Communications Inc. indicated they have no objections to the proposal. • Fortis Alberta indicated that no easements are required. Fortis noted it is the Distribution Wire Service Provider for this area and that the developer can arrange installation of electrical services for this subdivision through Fortis Alberta. • CIMA+ provided the following comments: <ul style="list-style-type: none"> ○ Design and construction of the private sewage treatment and disposal system shall be in accordance with the Alberta Private Sewage Disposal System Regulation under the Safety Codes Act. ○ The Alberta Water Act allows the diversion of up to 1,250m³/year of groundwater for domestic use for each household. • ATCO High Pressure Pipelines indicated they have no objections to the proposal. • ATCO Gas stated they approve the work provided certain conditions are met. These are included in detail in Appendix C. The following ATCO gas comment is highlighted as it relates to a condition of subdivision: <ul style="list-style-type: none"> ○ There is an existing service line in the area. The developer must determine the exact location of the existing service line by arranging for an in-field location with Alberta One-Call at 1-800-242-3447, or albertaonecall.com. <p>Subsequent to this subdivision, if any portion of the existing service line is not located within the parcel it serves it will have to be relocated at the developer's expense. Alternatively, an easement of a size and specification satisfactory to ATCO may be registered to protect that portion of the service line in trespass. All costs associated with the acquisition and registration of such easements is the responsibility of the developer. Please contact our Land Department at 403-245-7845 regarding easement requirements.</p> • Alberta Transportation (AT) stated that the requirements of Section 18 & 19 of the Regulation are not met. The department anticipates incremental impact on the



	<p>highway from this proposal. However, for future access management requirements a service road is required.</p> <p>Pursuant to Section 20 of the Subdivision and Development Regulation, Alberta Transportation authorizes the Subdivision Authority to vary the requirements of Section 18 of the Regulation to accommodate the proposed subdivision, at the time of subdivision. As per Section 19, the department will accept a service road that meets the requirements below:</p> <ol style="list-style-type: none"> 1. Per Section 19 of the Subdivision and Development Regulations, the applicant is to provide a 30-metre wide service road dedication across the highway frontage of the proposed 6.20 acre parcel. Exact location to be determined with a site visit due to possible ponding and proximity to existing access to the south. 2. Construction of the Service Road is not required at this time and we are prepared to accept its registration by caveat. 3. Legal and physical access to the remnant title may remain. No additional highway access will be considered as a result of this subdivision application. 4. The February 2022 design guide requires a min width of 60 m for future highway widening of a major two-lane highway (RAU classification with 12 m wide pavement). Due to the proximity of the railway to the west, this means that the additional 20 m will need to be added on the east side. Therefore, a 20 m caveat for future roadway widening is required as part of this subdivision. 5. Any proposed buildings are to be set back an additional 20m (road widening), 30 m (service road) plus 10 m (building setback) for a total of 60 m (20 m + 30 + 10 m) from the current highway R/W boundary. 6. A joint agricultural approach is required for the proposed access, therefore the width should be 10.5 m with radii of 15 m to allow easier access/egress. (please see attachment included in Appendix C.) <p>Pursuant to Section 678 of the Municipal Government Act, any appeals of this subdivision application shall be heard by the Land and Property Rights Tribunal.</p> <ul style="list-style-type: none"> • Alberta Health Services stated that they have no objections to the proposal.
Comments:	<ul style="list-style-type: none"> • This Subdivision Report has been prepared by ISL and reviewed by the Town's Subdivision Authority; • The proposed application satisfies the requirements of Section 654 of the Municipal Government Act, and the relevant matters listed in Section 7 of the Subdivision and Development Regulations; and • Submissions from landowners and referral agencies were considered as noted herein.
Decision and Conditions of Subdivision:	<p>With respect to this application, and based on Council's guidance, the Subdivision Authority has the following options:</p> <ol style="list-style-type: none"> A. Refuse to approve the subdivision; B. Send the application back to Administration to obtain additional information; C. Approve the subdivision application as submitted; or D. Approve the subdivision subject to the following conditions:



	<ol style="list-style-type: none"> 1. That submissions from any referral agencies and/or landowners contained herein be presented to and considered by Council; 2. That subdivision is carried out by means suitable to the Registrar of the Land Titles Office per Section 81 and 89 of the Land Titles Act; 3. That prior to endorsement, it is the responsibility of the Applicant to ensure that the submission of a Plan of Survey, including CAD file, the Owner's Consent to Register, and the Surveyor's Affidavit are received by the Town of Carstairs; 4. That prior to construction, the Applicant enter into a Development Agreement with the Town of Carstairs to address construction of the access into Parcel 2, ensure the design and construction of the private sewage treatment and disposal system are in accordance with the Alberta Private Sewage Disposal System Regulation, identify what additional technical or environmental studies may be required by the Town and any other development related requirements the Town deems necessary; 5. That prior to plan endorsement, all existing or newly required access rights-of-way, easements, overland drainage rights-of-way and agreements are to be registered shall be provided to the satisfaction of the Town of Carstairs; 6. That the Applicant determine the exact location of the existing ATCO Gas service line by arranging for in-field location with Alberta One-Call or alternately, register an easement of a size and specification satisfactory to ATCO to protect that portion of the service line in trespass; 7. That prior to plan endorsement, the Applicant is to provide a 30-metre wide service road dedication across the highway frontage of the proposed 6.2 acre parcel (i.e. "Parcel 2"). As Alberta Transportation does not require construction of the Service Road at this time registration of the service road dedication will be accepted by caveat on title; 8. That prior to plan endorsement, the Applicant is to provide caveat for a 20-meter future roadway widening per Alberta Transportations requirements; 9. That any proposed buildings will be set back a total of 60 meters from the current Highway 2A Right-of-Way boundary; 10. That a joint agricultural approach be constructed for the proposed access to Parcel 2 with a width of 10.5 meters and a radii of 15 meters to allow easier access/egress per Alberta Transportations requirements, (see Appendix C for design details); 11. That prior to development taking place, the Applicant ensure an access agreement is executed to facilitate joint access to each residential parcel; and 12. Prior to plan endorsement, a Deferred Reserve Caveat (DRC) is to be registered on the remainder of SW ¼ Section 9 Township 30 Range 1 W5 for 1.46 ha (3.85 ac); and 13. That prior to endorsement all outstanding property taxes be paid, or satisfactory arrangement for payment thereof, to the Town of Carstairs (per Section 654 (1)(d) of the Municipal Government Act).
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Appendix A

Figure 1 – Location Plan

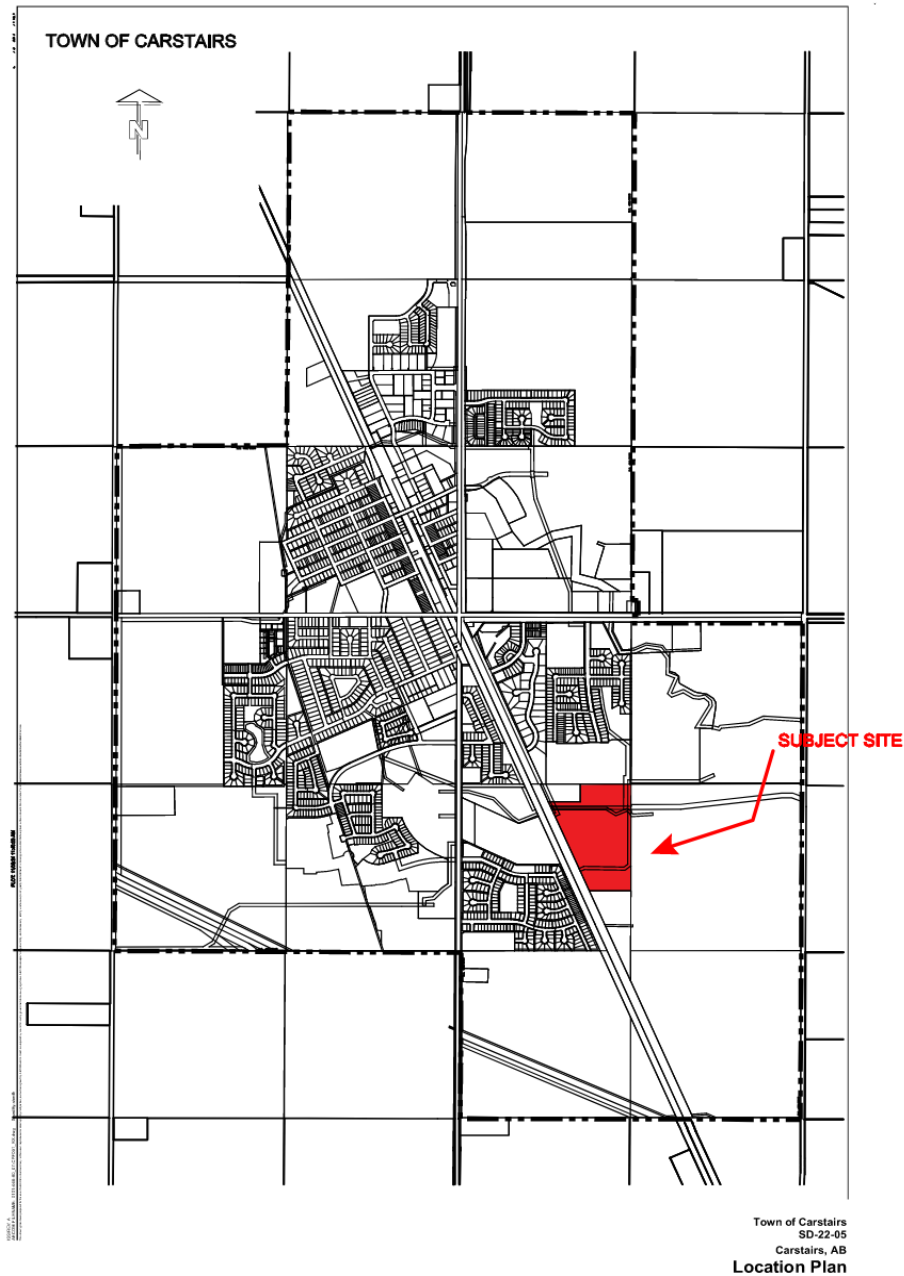
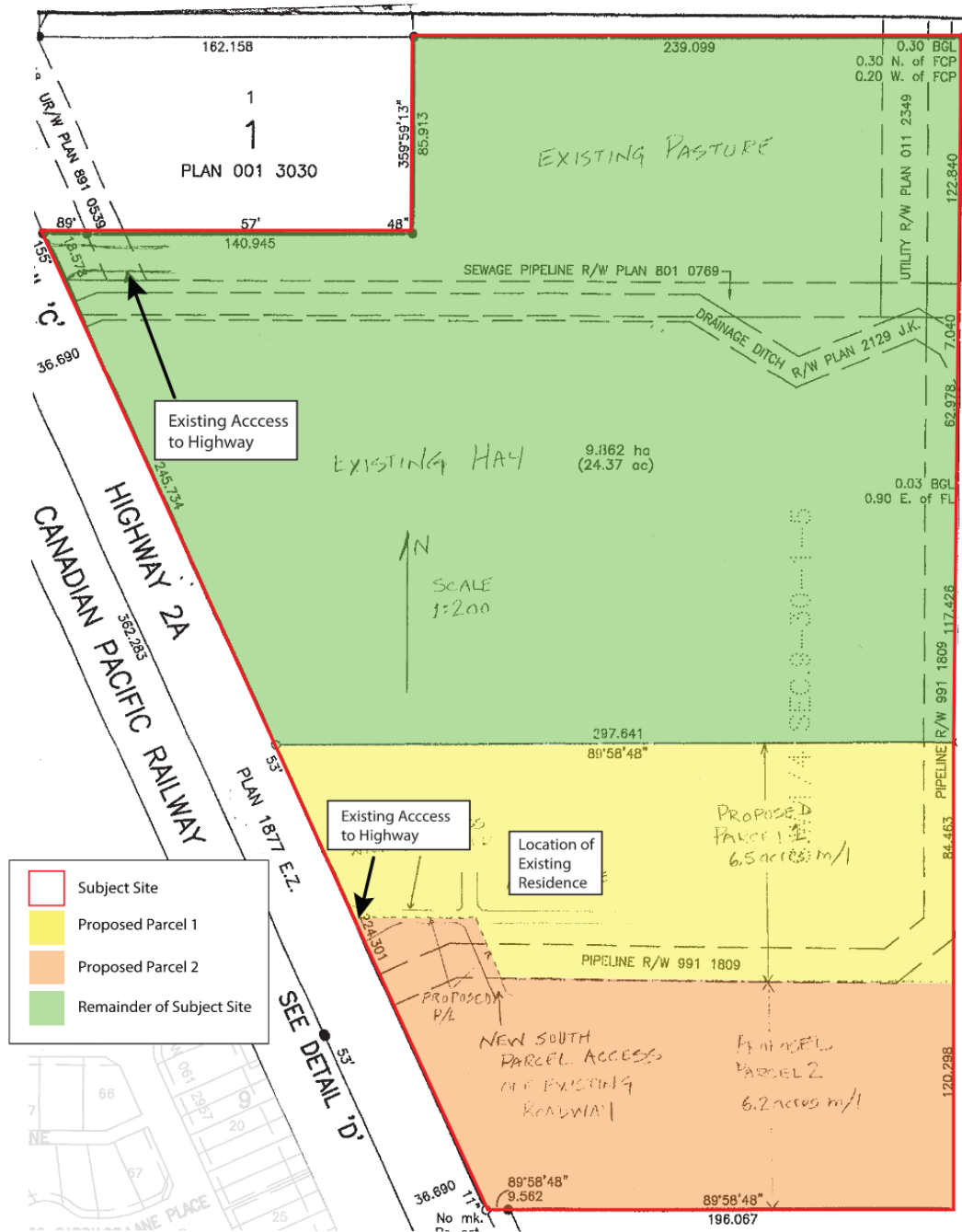


Figure 2 – Tentative Site Plan





Appendix B

Site Images

Looking southeast from northwest periphery



Looking east from the west periphery





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Looking east towards existing residence



Looking east towards southwest periphery





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Appendix C

Regulatory Agencies Responses

Good morning,

TELUS Communications Inc. has no objections to the above circulation.

Thank you,

Lisa Mendonsa

Real Estate Specialist | TELUS Rights of Way

Customer Network Implementation

18811 107 Avenue NW, Edmonton, AB T5S 2L9

circulations@telus.com



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From: Mitch Braun <MBraun@islengineering.com>

Sent: Thursday, May 12, 2022 11:34 AM

Subject: Carstairs Subdivision Application SD 22-05 - Referral for Comment

ATTENTION: This email originated from outside of TELUS. Use caution when clicking links or opening attachments. | Ce courriel provient de l'extérieur de TELUS. Soyez prudent lorsque vous cliquez sur des liens ou ouvrez des pièces jointes.

Good Day,

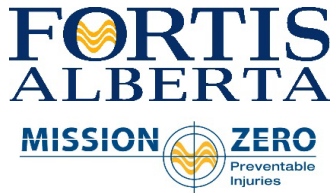
On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **June 7, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

In your reply, please quote the project number "SD 22-05".

Thank you



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

May 26, 2022

Town of Carstairs
844 Centre Street
PO Box 370
Carstairs, Alberta
T0M 0N0

Attention: Mitch Braun

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320112586

MD File No.: SD-22-05

Location/Legal Description: SW 9-30-1-W5M

Customer Name: Terry and Elaine Welland

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tracy Davidson', is positioned above the printed name.

Tracy Davidson

RE: 320112586

Mitch Braun

From: Dindo Pangilinan <Dindo.Pangilinan@cima.ca>
Sent: May 31, 2022 4:41 PM
To: Mitch Braun
Cc: Kirk Willisroft
Subject: RE: Carstairs Subdivision Application SD 22-05 - Referral for Comment

Hi Mitch,

With respect to the above referenced subdivision application SD22-05 please see below comments with respect to water & wastewater servicing but subject to further discussion with the Town. It is our understanding the applicant intends to install a new water well and private sewage treatment & disposal system for the proposed acreage to the south.

Note to Town: I'm not sure if the Town has guidelines for these type of servicing but in other municipalities, on LU & Subdivision applications for Country Residential development up to 5 lots in a quarter section and using groundwater as a source, the applicant(s) are required to submit a Level 1 Groundwater Supply Evaluation to determine the production potential of the aquifers underlying the subject parcel and surrounding areas. Likewise when using private sewage treatment system, the applicants are also required to submit a Private Sewage Disposal System assessment as per the guidelines from the Alberta Private Sewage Systems Standard of Practice (2015 or latest) and the Model Process for Subdivision Approval and Private Sewage.

General Servicing comments:

1. Design and construction of the private sewage treatment and disposal system shall be in accordance with the Alberta Private Sewage Disposal System Regulation under the Safety Codes Act.
2. The Alberta Water Act allows the diversion of up to 1,250m³/year of groundwater for domestic use for each household.

We can discuss the above comments tomorrow at the monthly meeting.

Regards,
Dindo

From: Mitch Braun <MBraun@islengineering.com>
Sent: Thursday, May 12, 2022 11:34 AM
Subject: Carstairs Subdivision Application SD 22-05 - Referral for Comment

EXTERNAL EMAIL

Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **June 7, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

Mitch Braun

From: Circulations, HP <HP.Circulations@atco.com>
Sent: June 3, 2022 10:01 PM
To: Mitch Braun
Subject: 22-2038 Response - Carstairs Subdivision Application SD 22-05 - Referral for Comment
Attachments: Carstairs Subdivision App - SD-22-05.pdf

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Isabel Solis-Jarek

Sr. Administrative Coordinator | Operations Engineering
Natural Gas Transmission

P: 780 420 3896

A: 7210 42 Street, Ed A; , AB T6B 3H1

[ATCO.com](https://www.atco.com) [Facebook](#) [Twitter](#) [LinkedIn](#) [Instagram](#)



From: Mitch Braun <MBraun@islengineering.com>
Sent: Thursday, May 12, 2022 11:34 AM
Subject: Carstairs Subdivision Application SD 22-05 - Referral for Comment

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

Good Day,

On behalf of the Town of Carstairs, please see the attached application for subdivision for your review.

Your comments and recommendations to this proposal will be accepted until noon on **June 7, 2022**.

If we have not received your comments within this period, we will process the application as if you have no objections to the proposed application. If you have any questions or would like to request more information, feel free to contact me by e-mail or phone.

In your reply, please quote the project number "SD 22-05".



Date: May 18, 2022

Circulation Package: Carstairs Subdivision Application SD 22-05-Referral for Comment 30121 Hwy 2A Carstairs

Support with Conditions:

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

There are existing ATCO facilities in the area. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution at 403-245-7888 with a minimum of one (1) year notice to enable an adequate and timely response. Note all alteration costs will be borne by the developer / owner. "If working around existing gas main, please contact our Edmonton Land Group at email address Crossings@atcogas.com to obtain a crossing/proximity agreement.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (<https://www.atco.com/en-ca/for-business/natural-gas/products-services/service-requests.html>) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website. Applications for new services residential or commercial please go on our website of GasApplicationsCalgary@atco.com.

There is an existing ATCO service in the area. If it should be necessary to lower, relocate, or make any alteration to our existing service due to this proposal, please contact ATCO Customer Assistance Centre at 310-5678 to discuss a service alteration. Note all alteration costs will be borne by the developer / owner. If the existing service line requires demolition or cutback please contact the Calgary Service Applications at 403-254-6200 or email GasApplicationsCalgary@atco.com for an application.

There is an existing service line in the area. The developer must determine the exact location of the existing service line by arranging for an in-field location with Alberta One-Call at 1-800-242-3447, or albertaonecall.com. Subsequent to this subdivision, if any portion of the existing service line is not located within the parcel it serves, it will have to be relocated at the developer's expense. Alternatively, an easement of a size and specification satisfactory to ATCO may be registered to protect that portion of the service line in trespass. All costs associated with the acquisition and registration of such easements is the responsibility of the developer. Please contact our Land Department at 403-245-7845 regarding easement requirements.

It will always remain the responsibility of the proponent to verify exact location and depths of nearby facilities by arranging for an in-field location with Alberta One-Call at 1-800-242-3447 or albertaonecall.com. Please contact Alberta One-Call Corporation prior to any surface construction.



- (1) Contact Alberta One Call (1-800-242-3447) for locates to verify alignment of the existing gas facilities.
- (2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
- (3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
- (4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the “Working Around Natural Gas” Safety Handbook found on our website at:

<https://www.atco.com/en-ca/for-business/natural-gas/safety-business/safety-resources.html>

If you have any **questions or concerns regarding this reply**, please contact our engineer

Raymond.Diep@atco.com

Sincerely,

ATCO

Maria Franssen

Administrative Coordinator

Distribution Engineering

Natural Gas

5th Floor, 909 – 11 Ave SW | Calgary, Ab. | T2R 1L8

Cell: 587-572-7847

email: maria.franssen@atco.com

[ATCO.com](https://www.atco.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



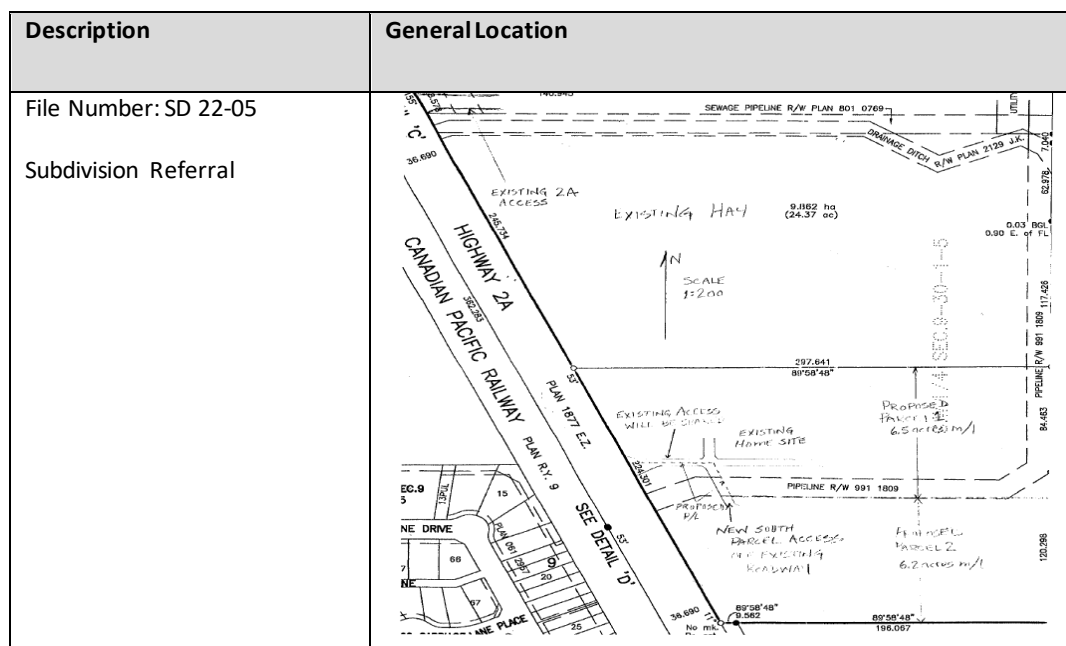
Construction and Maintenance Division
 Central Region; Red Deer
 4920 - 51 Street Provincial Building (Red Deer)
 Red Deer, AB T4N 6K8
www.alberta.ca

Permit Number: RPATH0003139

2022-06-07

Town of Carstairs on behalf of Terry & Elaine Welland
 844 Centre Street
 Carstairs Alberta

Subject: Municipal Referral - Proposed Subdivision



This will acknowledge receipt of your circulation regarding the above-noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Subdivision and Development Regulation, due to the proximity of Highway 2A.

The requirements of Section 18 & 19 of the Regulation are not met. The department anticipates incremental impact on the highway from this proposal. However, for future access management requirements a service road is required.

Classification: Protected A

Pursuant to Section 20 of the Subdivision and Development Regulation, Alberta Transportation authorizes the subdivision authority to vary the requirements of Section 18 of the Regulation to accommodate the proposed subdivision, at the time of subdivision. As per Section 19, the department will accept a service road that meets the requirements below:

1. As per Section 19 of the Subdivision and Development Regulations, the applicant is to provide a 30-metre wide service road dedication across the highway frontage of the proposed 6.20 acre parcel. Exact location to be determined with a site visit due to possible ponding and proximity to existing access to the south.
2. Construction of the Service Road is not required at this time and we are prepared to accept its registration by caveat.
3. Legal and physical access to the remnant title may remain. No additional highway access will be considered as a result of this subdivision application.
4. The February 2022 design guide requires a min width of 60 m for future highway widening of a major two-lane highway (RAU classification with 12 m wide pavement). Due to the proximity of the railway to the west, this means that the additional 20 m will need to be added on the east side. Therefore, a 20 m caveat for future roadway widening is required as part of this subdivision.
5. Any proposed buildings are to be set back an additional 20m (road widening), 30 m (service road) plus 10 m (building setback) for a total of 60 m (20 m + 30 + 10 m) from the current highway R/W boundary.
6. A joint agricultural approach is required for the proposed access, therefore the width should be 10.5 m with radii of 15 m to allow easier access/egress. (please see attachment)

Pursuant to Section 678 of the Municipal Government Act, any appeals of this subdivision application shall be heard by the Land and Property Rights Tribunal

If you have any questions or require additional information, please contact the undersigned.

Yours truly,

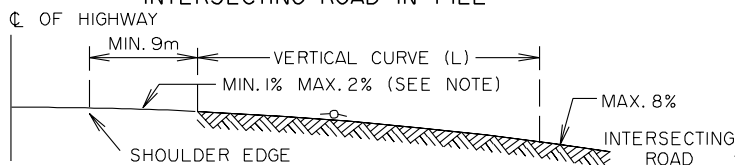
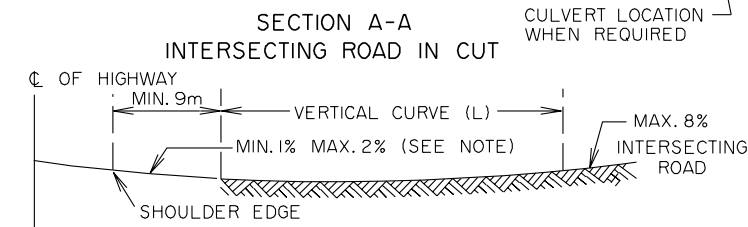
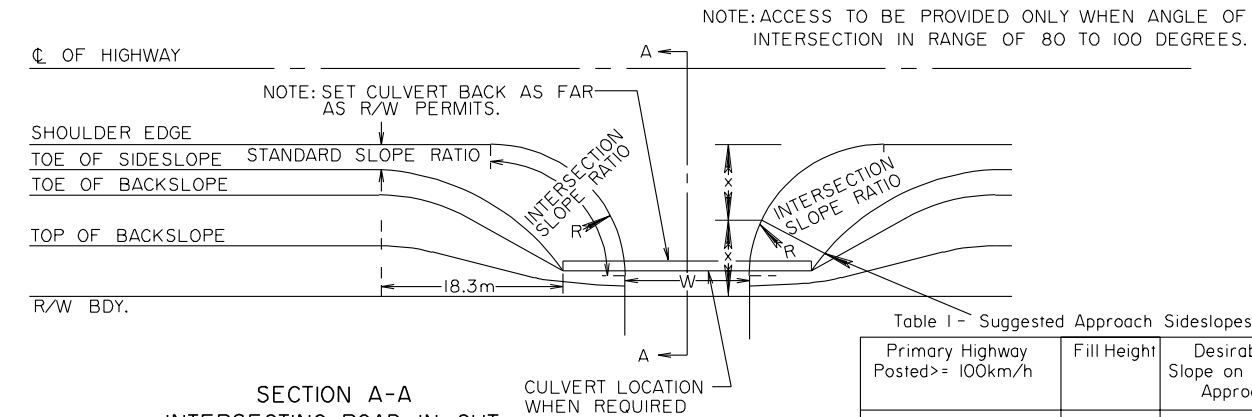
Charlene Johnson
Charlene.Johnson@gov.ab.ca

Classification: Protected A

AUGUST 1999

Alberta Infrastructure HIGHWAY GEOMETRIC DESIGN GUIDE

FIGURE D-3.3b APPROACH TREATMENT FOR MINOR INTERSECTING ROADWAY
INTERSECTION OF HIGHWAY AND MINOR ROAD



ALGEBRAIC DIFFERENCE IN GRADIENT (%)	LENGTH L (m)	
	CREST	SAG
1	6	8
2	12	15
3	18	23
4	24	30
5	30	38
6	37	46
7		46
8		46
9		46

NOTE:
WHERE THE MINOR INTERSECTING ROADWAY HAS A LARGE NUMBER OF WB-15 VEHICLES TURNING, THE APPROACH TREATMENT SHOWN IN FIGURE D-3.3a SHOULD BE USED.

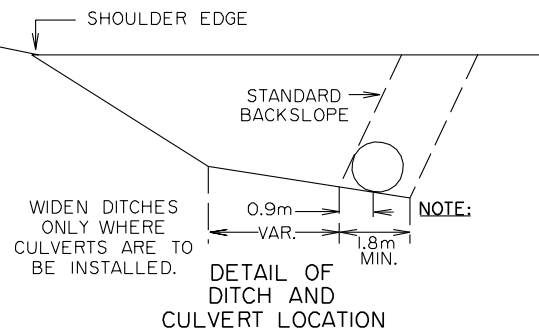
USE	ROADWAY WIDTH W*(m)		RADIUS OF INTERSECTION EDGE OF SHOULDER (R)
	SINGLE	JOINT	
RESIDENTIAL	8	10	10
AGRICULTURAL	10	10.5	15
UTILITY MAINTENANCE	8		15
PUBLIC ROAD ALLOWANCE	8		15

* ENGINEERING DISCRETION SHOULD BE USED IN SELECTING A ROADWAY WIDTH TO SUIT THE NEEDS OF THE ACCESS.

Table 1 - Suggested Approach Sideslopes *

Primary Highway Posted >= 100km/h	Fill Height	Desirable Slope on New Approach
Undivided Highway AADT <1,000	<4m fill	7:1
	>4m fill	4:1
Undivided Highway 1,000 < AADT < 3,000	<4m fill	7:1
	>4m fill	5:1
Undivided Highway AADT > 3,000	<4m fill	7:1
	>4m fill	6:1
Divided Highway AADT < 6,000	<4m fill	7:1
	>4m fill	7:1
Divided Highway 6,000 < AADT < 15,000	<4m fill	8:1
	>4m fill	7:1
Divided Highway AADT < 15,000	<4m fill	10:1
	>4m fill	7:1

* Approach slop to be measured at a point midway between the highway shoulder and basic right-of-way boundary as illustrated on figures D-33a and D-33b



NOTE:
DESIRABLE MINIMUM 1% IS TO PREVENT PONDING AND SUBSEQUENT ICING AT THE INTERSECTION.

DESIRABLE MAXIMUM 2% IS FOR EASE OF OPERATION IN ALL WEATHER CONDITIONS.

APPROACH GRADES BETWEEN 0.5% AND 3%, ABSOLUTE MAXIMUM 6% ARE CONSIDERED ACCEPTABLE. APPROACH ROAD GRADES UP TO 1% SLOPING DOWN TOWARD THE HIGHWAY MAY BE USED TO MATCH SUPERELEVATION ON THE HIGHWAY, IF DESIRABLE FOR ENGINEERING REASONS.

D-20

AT-GRADE INTERSECTIONS

GRAPHICS FILE: debd33b.mon

Mitch Braun

From: Carol Brittain <Carol.Brittain@albertahealthservices.ca>
Sent: June 7, 2022 2:57 PM
To: Mitch Braun
Subject: FW: Carstairs Subdivision Application SD 22-05 - Referral for Comment
Attachments: Carstairs Subdivision App - SD-22-05.pdf

You don't often get email from carol.brittain@albertahealthservices.ca. [Learn why this is important](#)

Good Afternoon,

I would like to confirm that Alberta Health Services, Environmental Public Health has received the above-noted application. At this time we have no concerns with the proposal, based on the information provided. Feel free to contact me if the application is changed in any way, or you have any questions or concerns.

Thank you,

Carol Brittain

Public Health Inspector II / Land Use Specialist, Calgary Zone - Environmental Public Health, BSc, CPHI(C)

Safe Healthy Environments

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Phone: (587) 779-3813

Toll Free: 1-833-476-4743



ahs.ca/eph | ahs.ca/injuryprevention | ahs.ca/suicideprevention

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From: Geri Swingler <Geri.Swingler@albertahealthservices.ca>
Sent: Thursday, May 12, 2022 1:33 PM
To: Carol Brittain <Carol.Brittain@albertahealthservices.ca>
Cc: Rieza Del Rosario <Rieza.DelRosario@albertahealthservices.ca>
Subject: FW: Carstairs Subdivision Application SD 22-05 - Referral for Comment

FYI

Bylaw No. 2029

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, respecting rates to be charged for various goods and services provided by the Town of Carstairs.

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, to amend Bylaw No. 2005.

WHEREAS, section 7 and 8 of the Municipal Government Act, Chapter M-26-1, Revised Statutes of Alberta 2000 and amendments thereto authorize the Council to repeal or amend any bylaws.

WHEREAS, section 8 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality, by Bylaw, to establish fees for licenses, permits and approvals, and

WHEREAS, section 61(2) of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to charge fees, tolls and charges for the use of its property, and

WHEREAS, section 481 (1) of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees payable by any person wishing to make a complaint to the Assessment Review Board, and

WHEREAS, section 630.1 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees for planning functions, and

WHEREAS, section 6 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto gives a Municipality natural person powers, which imply the power to charge for goods and services provided,

NOW THEREFORE, Council of the Town of Carstairs duly assembled and pursuant to the Municipality Government Act, Chapter M-26-1 Revised Statutes of Alberta 2000 enacts as follows:

- 1. This Bylaw may be referred to as the “**2022 Rates and Fees Bylaw**”.
- 2. That the rates specified in the Schedules attached be charged for the goods and services specified.

Schedule A	Water, Wastewater and Garbage Collection
Schedule B	Administration
Schedule C	Building Development Permit Application
Schedule D	Cemetery
Schedule E	Dog Bylaw
Schedule F	Sports and Recreation
Schedule G	Common Services
Schedule H	Traffic Bylaw
Schedule I	Fire Services
Schedule J	Community Hall
Schedule K	Plotter Printer
Schedule L	Council Remuneration
Schedule M	Cat Bylaw
Schedule N	Noise Bylaw
Schedule O	Cannabis Consumption Bylaw
Schedule P	Smoking and Vaping Bylaw
Schedule Q	Fines for Livestock
Schedule R	Fines Residential Community Standards
Schedule S	Fines Industrial Community Standards
Schedule T	Fines Commercial Community Standards
Schedule U	Special Events
Schedule V	Golf Course Fees

3. That the rates specified attached to this Bylaw may be modified and amended from time to time, as Council desires, by resolution of Council;
4. That this Bylaw repeals Bylaw 2023.

READ A FIRST TIME THIS 13TH DAY OF JUNE A.D., 2022

READ A SECOND TIME THIS 13TH DAY OF JUNE A.D., 2022

READ A THIRD AND FINAL TIME THIS 13TH DAY OF JUNE A.D., 2022

Lance Colby, Mayor

Rick Blair, CAO

SCHEDULE ‘A’
WATER AND WASTEWATER AND GARBAGE COLLECTION RATES

WATER RATES:

1. Metered Single Occupancy

A fixed charge of \$14.00 per month plus a metered consumption charge of \$2.91 per cubic meter.

2. Metered Multiple Occupancy

a) Where a separate meter has been installed for each unit within the building, a fixed charge of \$14.00 per month shall apply to each unit plus a metered consumption charge of \$2.91 per cubic meter.

b) Where only one meter is installed to serve the entire building, a fixed charge of \$14.00 per month shall apply for each unit plus a metered consumption charge of \$2.91 per cubic meter.

3. ~~Flat Rates~~ **Unmetered Occupancy**

- a. For Residential dwellings in which a water meter is not installed, the monthly charge shall be a fixed charge of \$14.00 per month plus a consumption charge based on 13 m³ of usage.
- b. For commercial buildings in which a water meter is not installed, the monthly charge shall be based upon similar commercial properties, plus a fixed charge of \$14.00 per month.

~~For buildings in which a water meter is not installed, the monthly charge shall be \$50.00 per month for each unit within the building.~~

4. Bulk Water Sales

The charge for water sold in bulk quantities shall be \$5.16 per cubic meter. Users without an account will be charged a flat fee of \$30.00 plus consumption.

5. Sales of Water Meters & Read-outs

Size: Up to 1"	\$425.00 + GST
1"	\$515.00 + GST
2' or greater	Contact the town

6. Additional Charges

Any person who will not require water and sewer service for an extended period of time may request the Town to disconnect the service. The account holder will be required to pay a one hundred dollar (\$100.00) disconnection/reconnection fee in order to resume service, payable in advance.

WASTEWATER RATES:

60% of Water Consumption Fees.

GARBAGE COLLECTION AND DISPOSAL RATES:

Single Family Residence	\$24.00 per month per bin
Multiple Dwelling – per unit	\$24.00 per month per bin
Apartment – per unit	\$24.00 per month per bin
Family Dwelling in Commercial	\$24.00 per month per bin
Buildings – per unit	
Retail outlets – per unit	\$24.00 per month per bin
Offices – per unit	\$24.00 per month per bin
Hotels/Motels	\$24.00 per month per bin
Restaurants/Coffee Shops	\$24.00 per month per bin
Other businesses – per unit	\$24.00 per month per bin

Additional garbage bin removal service charge may apply (\$100.00).

SCHEDULE 'B'
ADMINISTRATION FEES

1. The fee for NSF or returned cheque is:

\$40.00
2. The fee for photocopying is:

\$0.30 per page.

A fee of \$0.20 per sheet is charged to any volunteer of an organization requesting photocopying. Should the organization provide its own paper, the cost of photocopying is \$0.15 per sheet.
3. The fee for FAX service is:

To send local Faxes: \$1.00 per page
To send long distance Faxes: \$2.00 per page
To receive Faxes: \$1.00 per page
4. The fee for an assessment appeal is:

Residential \$50.00
Non-Residential \$650.00
5. The fee for Tax Certificate is:

\$40.00
6. The fee for Insurance Application is:

\$25.00
7. The fee for Tax Recovery Registration is:

\$50.00 plus registration costs.

- Administration fee for auction is cost plus 10% of total sale price.
8. The fee for dog licenses is:

No charge for permanent tag
\$200.00 restricted dog
\$100.00 hobby license
\$ 30.00 per day boarding fees
\$ 10.00 for replacement tag
9. The fee for cat licenses is:

No charge for permanent tag
\$ 30.00 per day boarding fees
\$ 10.00 for replacement tag
10. The fee for renting the Town Office Board Room is:

- No charge for municipal committees, chamber of commerce, or service clubs day or night use, as long as one Council or staff member is on the committee to ensure access.

- Other parties – business day use: \$20.00 per 3 hour intervals (without equipment)
\$30.00 per 3 hour interval (with equipment)

- Evening use fee is: \$10.00 per hour (without equipment)
\$20.00 per hour (with equipment)
11. Tax Penalty
Current Taxes: July 1st – 14%
Arrears (All Outstanding Balances): January 1st – 14%

12. Utility Account Penalty:

1.5% per month, 18% per annum
- current amounts

1.5% per month, 18% per annum
- outstanding amounts
13. Accounts Receivable:

1.5% per month, 18% per annum
14. Business Licenses:

As per Business License Bylaw #906
\$100.00 Resident License
\$125.00 Non Residential License
\$300.00 Peddler & Hawkers License
\$25.00 Associate Membership
\$25.00 Two Day Event License
15. Campground Fees:

\$28.00 per recreational vehicle
\$23.00 per tent
\$5.00 firewood per wheelbarrow load
\$1.00 showers on timer
\$2.00 sewage dump
16. Personal Vehicle Allowance:

\$0.50 per kilometer
17. Tax/Utility Invoice Reprint Charge

\$5.00 per invoice (1st Free)

SCHEDULE ‘C’
BUILDING AND DEVELOPMENT PERMIT APPLICATION RATES

These rates apply to both new buildings and structures and alterations and repairs to existing buildings and structures. Development permit Fees are based on the prevailing fair market value of construction/project costs (excluding land) and are non-refundable.

Type	Building Permit Fee	Provincial Fee	Development Permit
Family, duplex, multi-family	\$5.00 per \$1000 construction value up to \$1,000,000. Thereafter \$4.20 per \$1000 Minimum charge: \$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Additions and Renovations – all types	\$5.00 per \$1000 construction value up to \$1,000,000. Thereafter \$4.20 per \$1000 Minimum charge:\$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Manufacture/Modular Home without attached garage	\$225.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Manufactured/ Modular Home with attached garage	\$300.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Residential Garage	\$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	Minimum charge: 100.00
Decks	\$75.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$50.00
Solid Fuel Burning Appliance	\$75.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	Minimum Charge: \$50.00
Shed (on skids)	No Charge	No Charge	Minimum Charge: \$50.00
Industrial, Commercial, Assembly buildings (includes additions,	\$5.00 per \$1000 construction value up to \$1,000,000.	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a	\$1.50 per \$1000 construction value up to \$250,000 – thereafter

renovations, accessory buildings, etc.)	Thereafter \$4.20 per \$1000 Minimum charge: \$110.00	maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.00 per \$1000 construction value. Minimum charge: \$250.00
Application for Land Use Re-designation	No charge	No charge	\$500.00 plus the cost of advertising – to be paid after first reading of bylaw
Certificate of Compliance (Real Property Report)	No Charge	No Charge	\$50.00
Demolition: Removal of building	No Charge	No Charge	\$75.00
Type	Building Permit Fee	Provincial Fee	Development Permit
Application to the MPC for discretionary uses, relaxation of the Land Use Bylaw regulations or any other matter requiring the determination of the MPC			\$200.00
Subdivision of Development Appeals			\$200.00
Parking Pad Sign	No Charge	No Charge	\$25.00 \$25.00

Policy Document Review Fee Schedule

TYPE OF DOCUMENT	FEE
Conceptual Scheme Review minimum fee per application (up to a ¼ Section, and pro-rated on a per hectare basis above that)	\$6,000.00
Conceptual Scheme Review additional fee per hectare over 65 ha	\$50.00
Conceptual Scheme amendment fee	\$2,000.00
Area Structure Plan Reviews minimum fee per application (up to ½ section of land, and pro-rated on a per hectare basis above that)	\$10,000.00
Area Structure Plan Review additional fee per hectare over 130 ha	\$50.00
Area Structure Plan amendment fee	\$2,500.00
Advertising Fee	\$200.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.
** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Land Use Re-designation Fee Schedule

TYPE OF DOCUMENT	FEE
Flat fee for the first 5 lots, if <u>outside</u> an Area Structure Plan Area	\$4,000.00
Flat fee for the first 5 lots, if <u>inside</u> of an Area Structure Plan Area	\$2,500.00
Plus per lot fee for each additional lot up to 50 lots	\$250.00
Plus per lot fee for each additional lot after 50 lots up to 100 lots	\$125.00
Plus per lot fee for each additional lot thereafter	\$100.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.
** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Site Development Permit Fee Schedule

TYPE OF DOCUMENT	FEE
Flat fee for the first 5 units,	\$2,750.00
Plus per lot fee for each additional unit up to 50 units	\$225.00
Plus per lot fee for each additional unit after 50 lots up to 100 units	\$110.00
Plus per unit fee for each additional unit thereafter	\$75.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.
** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Subdivision Application Fee Schedule

TYPE OF DOCUMENT	FEE
Small Lot Subdivision (1 to 5 lots):	
Flat fee, 1 – 2 lots	\$2,000.00
Flat fee, 3 – 5	\$3,500.00
Large Lot Subdivision (6 or more lots):	
Flat fee for the first 5 lots	\$2,000.00
Each additional lot thereafter	\$200.00
Phased approvals - fee per phase	\$250.00
Endorsement Fees - <i>excluding reserve and utility parcels</i>	
Per lot fee, first 10 lots	\$300.00
Per lot fee for each additional lot	\$100.00
Per unit fee for Building Condominium Plan	\$150.00
Subdivision Approval Time Extension or Re-activation Requests – each request	\$250.00
Subdivision Appeal Fee	\$1,000.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.
** Pre-application fees will be based on an hourly rate as per current Planning Agreement

OFFSITE LEVIES:

- Water:

\$883.72 per lot;
\$10752.86 per residential hectare;
\$1927.32 per industrial and commercial acre.
\$121.12 per unit
- Sewer:

\$1599.35 per lot;
\$19460.57 per residential hectare;
\$2586.12 per industrial and commercial acre.
\$219.20 per unit
- Storm:

\$992.74 per lot;
\$10693.70 per residential hectare.
\$120.45 per unit
- Transportation:

\$723.96 per lot;
\$8809.01 per residential hectare;
\$99.22 per unit

* Fees are subject to change based on Development Agreement conditions

SCHEDULE ‘D’
CEMETERY RATES

Burial Plots:		Rate
Adult	Resident	\$450.00
	Non-resident	\$650.00
Children (up to 5 years)	Resident	\$250.00
	Non-resident	\$450.00
Columbarium	Resident	\$450.00
	Non-Resident	\$650.00
Opening & Closing Fees: Monday to Friday		
Adult or Children plots	May 1 – Oct. 31	\$500.00
	Nov.1 – Apr. 30	\$650.00
Cremation	May 1 – Oct. 31	\$300.00
	Nov.1 – Apr. 30	\$450.00
Columbarium	May 1 – Oct. 31	\$200.00
	Nov.1 – Apr. 30	\$300.00
Overtime Opening & Closing Fees Weekends & Holidays		
Adult or Children plots	May 1 – Oct.31	\$600.00
	Nov 1 – April 30	\$750.00
Cremation	May 1 – Oct. 31	\$400.00
	Nov 1 – Apr .30	\$550.00
Columbarium	May 1 – Oct. 31	\$300.00
	Nov.1 – Apr. 30	\$400.00
Short Notice Burial: Extra Fee if 24 hours or less	May 1 – Oct. 31	\$175.00
	Nov 1 – Apr. 30	\$225.00
Interment past 3:30 p.m. Every half hour	May 1 – Oct. 31	\$95.00
	Nov. 1 – Apr.30	\$100.00
Disinterment Fees:		
Casket		\$1,000.00
Cremation Urn (placed above casket)		\$500.00
Cremation Urn (placed without casket)		\$500.00
Perpetual Care:		
Adult Plots – Residential & Non-Residential (per Interment)		\$500.00*
Children Plots – Residential & Non-Residential (per Interment)		\$400.00*
Columbarium Niche (per Interment)		\$500.00*
Permit Fees:		
Monument Installation		\$30.00
Columbarium Plaque Installation		\$30.00
GST is applicable to all fees *Perpetual Care is GST Exempt		

SCHEDULE ‘E’
DOG BYLAW

SECTION	OFFENCE	1 st Offense	2 nd *	3 rd **
3 (a)	Running at large	\$200.00	\$400.00	\$600.00
3 (b)	Failure to immediately remove defecation from property not the owners	\$100.00	\$200.00	\$300.00
3 (d)	Bite a person	\$500.00	\$750.00	\$1000.00
3 (e)	Injure a person	\$500.00	\$750.00	\$1000.00
3 (f)	Chasing a person	\$150.00	\$300.00	\$500.00
3 (g)	Biting at, barking at, chasing livestock, bicycles, automobiles or other vehicles	\$150.00	\$300.00	\$500.00
3 (h)	Barking, howling or disturbing the peace	\$150.00	\$300.00	\$500.00
3 (i)	Damage to property or other animals	\$500.00	\$750.00	1,000.00
3 (j)	Upsetting waste receptacles	\$100.00	\$200.00	\$300.00
3 (k)	Be in an area of a park cultivated for floral plant display	\$100.00	\$200.00	\$300.00
3 (l)	Be in any swimming, bathing or wading pool that is provided for the use of the public	\$100.00	\$200.00	\$300.00
5 (a)	Failure to obtain license for a restricted dog	\$200.00	\$400.00	\$600.00
5 (b)	Failure to confine restricted dog	\$250.00	\$500.00	\$1,000.00
5 (c)	Failure to harness or leash restricted dog	\$250.00	\$500.00	\$1,000.00
6 (a)	Failure to report dog with rabies	\$250.00		
6 (b)	Failure to confine dog with rabies	\$500.00		
6 (c)	Failure to keep confined dog with rabies	\$250.00	\$500.00	\$1,000.00
8	Failure to obtain license for dog	\$250.00		
8 (i)	Failure to obtain hobby license for dog	\$250.00		
10	Interference with or obstruction of animal control officer	\$500.00		
11 (a)	Untying an animal	\$250.00	\$500.00	\$750.00
11 (b)	Negligently or willfully open a gate, door, or other opening in a fence or enclosure in which an animal has been confined	\$250.00	\$500.00	\$750.00
11 (c)	Tease, torment or annoy an animal	\$250.00	\$500.00	\$750.00

SCHEDULE ‘F’
SPORTS AND RECREATION

BALL DIAMONDS:

- \$100.00 per day per diamond for tournament
- \$5.00 per player for minor baseball
- \$220.00 per season per adult team
- \$29.00 per game per local adult
- \$35.00 per game per non-local adult

SOCCER FIELDS:

- \$5.00 per player for minor soccer
- \$100.00 per day per soccer pitch for Tournaments

GAZEBO:

- \$100.00 per day

CONCESSION:

- \$100.00 per day

ARENA ICE RENTAL RATES:
2022
Season May 1- April 30

League	Rate (Per Hour)
Local Youth	\$110.00
Local Adult	\$141.75
Local Youth Tournament/Competition	\$139.65
Local Youth Camp/Development	\$119.00
Local Adult Tournament/Competition	\$146.00
Non-Local Youth	\$126.00
Non-Local Adult	\$153.30
Non-Local Camp/Development	\$142.85
Non-Local Tournament/Competition	\$185.00
Non-Prime Ice*	\$91.90

- *Non-Prime Ice consists of the following:
- o Bookings which start after 10:00 p.m. Sunday – Thursday
 - o Bookings which end before 3:30 p.m. all weekdays except holidays or days without school

All ice bookings include up to two dressing rooms and will be billed 15 minutes for ice maintenance at the end of the scheduled on ice activities.

Small Meeting Room

Full Day	\$50.00
Hourly	\$10.00

Fitness Room

Hourly	\$15.00
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Off-Season Floor Rentals

With Staff (per hour)	\$40.00
Without Staff (per hour)	\$20.00
Party Fee (includes 2 hours of floor rental and choice of equipment and 2 hours of meeting room time)	\$100.00

**SCHEDULE ‘F’ cont....
ANNUAL ARENA ADVERTISING RATES:**

Rink Board	\$250.00
Zamboni Board Top	\$550.00
Zamboni Board Small top/front	\$400.00
Floor Graphics	\$550.00
Banner or Board	\$300.00
In Ice Graphics	\$1,000.00

GST is applicable to all Rates

SCHEDULE ‘G’
COMMON SERVICES RATES

OPERATIONAL SERVICES VEHICLES

UNIT #	RENTAL PRICE (per hour/per day)	VEHICLE
1	\$78.80	GMC Sierra 2500 HD
2	\$78.80	Ford F250
5	\$157.59	J.D. Grader
6	\$87.55	Ford 1 Ton
8	\$105.00	Flat Deck Trailer
9	\$110.00	Freightliner
10	\$415.00 per day	Generator
11	\$61.80	Kubota Z-21 Mower
12	\$61.80	John Deere 915
13	\$82.40	Kubota 5030 Tractor
14	\$61.80	Progressive Mower
15	\$61.80	2560 Mower Kubota
16	\$110.00	Freightliner
22	\$125.00	Elgin Sweeper
23	\$61.80	John Deere Z Track
24	\$61.80	John Deere Gator
27	\$61.80	Kubota RTV
32	\$82.40	JD Tractor
33	\$61.80	Finishing Mower
35	\$310.00	Manlift
36	\$208.00	Tilt Deck Trailer
43	\$95.00	Dump Trailer
47	\$155.00	Case Loader
48	\$78.60	Ford F150
52	\$120.00	Mini Loader
53	\$120.00	Mini Excavator
57	\$95.00	1 Ton Dump Truck
58	160.00	Snow Blower
61	\$80.00	Sewer Flusher
66	\$90.00	Ford 1Ton

142	\$45.00	Yamaha Generator
143	\$60.00	3" Centrifical pump
144	\$25.75 per day	1" Submersible pump
145	\$51.50 per day	Stihl chainsaw
147	\$51.50 per day	Weed trimmer
148	\$66.95 per day	J D Hand mower
150	\$61.80 per day	Hand Rototiller
152	\$12.00 per day per barricade	Barricades
153	\$10.50 per day per pylon	Pylons
154	\$18.00 per day per sign	Signs
155	\$60.00 per day	Hydrant Flushing/Testing Kit
156	\$55.00 per day	Unihoist
157	\$55.00 per day	Gas Monitor
158	\$160.00 per day	Freeze kit

SCHEDULE ‘H’
TRAFFIC BYLAW

	SPEED	1 st Offense	2 nd *	3 rd **
33(a)	>40k where not posted	\$100	\$200	\$500
33(b)	Speed in School/Playground Zone	\$100	\$200	\$500
33(c)	Speed in Alley	\$100	\$200	\$500
TSA and Parking				
5(a)	Violate TSA / regs	\$100	\$200	\$500
6	Park other than parallel	\$100	\$200	\$500
8	Double Park	\$100	\$200	\$500
9	Obstruct Driveway	\$100	\$200	\$500
10	Park < 5m from Intersection	\$100	\$200	\$500
11	Park < 5m from hydrant	\$100	\$200	\$500
12	Park on road >72hrs	\$100	\$200	\$500
13	Park on Sidewalk or boulevard	\$100	\$200	\$500
14	Vehicle for sale on town land	\$100	\$200	\$500
15	Unattached Trailer	\$100	\$200	\$500
16	Park/Drive on Playground	\$100	\$200	\$500
17	Obstruct Alley	\$100	\$200	\$500
18	Park where prohib. by sign	\$100	\$200	\$500
20	Park non-desig. Town land	\$100	\$200	\$500
21	Truck/Bus park residential	\$100	\$200	\$500
22	Park obstructing worksite	\$100	\$200	\$500
23	Park restricted Area	\$100	\$200	\$500
24	Service vehicle on street	\$100	\$200	\$500
25	Park disabled vehicle on street	\$100	\$200	\$500
26	Abandon vehicle on town land	\$100	\$200	\$500
27	Fail to park within confines of driveway	\$100	\$200	\$500
28	Vehicle Unattended on Jack	\$100	\$200	\$500
30	Drain vehicle fluids on street	\$100	\$200	\$500
31	Handicapped Parking	\$100	\$200	\$500
32	Throw debris on road	\$100	\$200	\$500
Trucks and Truck Routes				
35	Off Truck route (moving)	\$100	\$200	\$500
36	Metal cleats etc. unauthorized	\$100	\$200	\$500
37	Operate Engine retarder brake	\$100	\$200	\$500
Bicycles, Motorcycles, OHV				
38	On sidewalk Blvd unauthorized	\$100	\$200	\$500
40	Operate OHV unauthorized	\$100	\$200	\$500
41	Operate unlicensed vehicle unauthorized	\$100	\$200	\$500
Fire Vehicles				
44	Follow < 30 m of Emerg. vehicle	\$100	\$200	\$500
45	Park < 30 m of Emerg. vehicle	\$100	\$200	\$500
46	Vehicle Interfere with Emerg.	\$100	\$200	\$500
47	Tamper with fire equipment	\$250	\$500	\$1000
Parades / processions				
48	Parade/procession violation	\$100	\$200	\$500
Pedestrians / Sidewalks				
51	Interfere with flow of traffic	\$100	\$200	\$500
52	Part of group obstructing access	\$100	\$200	\$500
53	Climb fence etc. unauthorized	\$100	\$200	\$500
54	Street auction unauthorized	\$100	\$200	\$500
55	Merchandise obstruct street	\$100	\$200	\$500
56	Permit article to interfere traffic	\$100	\$200	\$500
57	Ski/tob. Inconsiderate manner	\$100	\$200	\$500
58	Stand/Sit/Lie on roadway	\$100	\$200	\$500
59	Hitchhike	\$100	\$200	\$500
60	Elec. Cord cross s/w or road	\$100	\$200	\$500
61(a)	Violate Order to vacate area	\$250	\$500	\$1,000
61(c)	Interfere with Emerg. Person	\$250	\$500	\$1,000

SCHEDULE 'I'
FIRE SERVICES

Rates may change as per Alberta Infrastructure Fee Schedule

*****Rates apply to all Fire Services rendered by the Town of Carstairs Fire Department.***

Unit 120	Freightliner Pumper/Rescue
Unit 130	Rosenbauer Pumper
Unit 110	Command Unit
Unit 140	Rapid Attack Vehicle
Unit 160	Tender Truck
Unit 170	Aerial Unit
Unit 180	Support Unit
Unit 181	Investigation Unit

Fire Investigations

Structure Fires: \$795.00 flat rate
Over 8 hour's \$100.00/hour

Vehicle Fires: \$496.00 flat rate
Over 5 Hours \$100.00/hour

Any other Fire: \$295.00
Over 3 hour's \$100/hour

Outside Resources Cost + 10%

SCHEDULE “J”
COMMUNITY HALL

Auditorium	
Auditorium only	\$350.00
Auditorium with Kitchen	\$475.00
Small Meeting Room	
Full Day (up to eight hours use)	\$100.00
Half Day (up to four hours use)	\$50.00
Hourly Rate	\$20.00 per hour
Bar	\$100
Kitchen	\$175.00 per day
Funerals	
Includes Auditorium, Small Meeting Room and Kitchen	\$200.00
Anniversaries, Birthdays, Celebrations, Bridal Showers, Craft Sales (Auditorium)	
	\$250.00
• Includes:	
○ Up to five hours	
○ Kitchen Use	
Wedding Package	\$800.00
• Includes:	
○ Friday noon set up	
○ Saturday (all day)	
○ Sunday until 2 pm (to allow for gift opening and clean up)	
○ Use of:	
▪ Auditorium	
▪ Stage (includes sound system)	
▪ Small meeting room	
▪ Bar Room	
▪ Kitchen (includes use of available dishes & equipment)	
▪ Tables (no linens)	
▪ Chairs	

SCHEDULE “K”
PLOTTER PRINTER RATES

NOT FOR PROFIT

	Black	Color
Plain Paper 24 x 150	\$0.80 / ft	\$1.20 / ft
Plain Paper 36 X 150	\$0.85 / ft	\$1.25 / ft
Plain Paper 42 X 150	\$0.90 / ft	\$1.30 / ft
Photo Paper 42 X 150	\$3.50 / ft	\$4.00 / ft
Scrim Vinyl 36 X 40	\$15.00 / ft	\$16.00 / ft
11 X 17	\$0.75 / ft	\$1.00 / ft

PUBLIC

	Black	Color
Plain Paper 24 x 150	\$1.25 / ft	\$1.65 / ft
Plain Paper 36 X 150	\$1.30 / ft	\$1.70 / ft
Plain Paper 42 X 150	\$1.35 / ft	\$1.75 / ft
Photo Paper 42 X 150	\$5.00 / ft	\$6.00 / ft
Scrim Vinyl 36 X 40	\$18.00 / ft	\$20.00 / ft
11 x 17	\$1.00 / ft	\$1.25 / ft

** \$20.00/hour setup fee applies to every print, minimum 1 hour

**SCHEDULE ‘L’
COUNCIL REMUNERATION**

- 1. Mayor**
 - Monthly Salary of \$2146.67
- 2. Deputy Mayor**
 - Monthly Salary of \$1867.60
- 3. Councilors**
 - Monthly Salary of \$1652.94
- 4. Mileage Rate**
 - Mileage Rate of \$0.50 per kilometer
- 5. Meeting Per Diem – Two Hours or Less**
 - \$90.00 for two hours or less per diem plus additional \$30.00 per hour for travel time
- 6. Meeting Per Diem – Half Day**
 - \$180.00 for half-day per diem plus additional \$30.00 per hour for travel time
- 7. Meeting Per Diem – Full Day**
 - \$360.00 for full-day per diem plus additional \$30.00 per hour for travel time

SCHEDULE ‘M’
CAT BYLAW

SECTION	OFFENCE	1 st Offense	2 nd *	3 rd **
7 (a)	Interfere with enforcement officer	\$200.00	\$400.00	\$1000.00
7 (b)	Open vehicle to attempt or allow animal to escape	\$200.00	\$400.00	\$1000.00
7 (c)	Remove or attempt to remove cat from possession of enforcement officer	\$400.00	\$800.00	\$1200.00
11 (a)(i)	Run at large	\$200.00	\$400.00	\$600.00
11 (a)(ii)	Damage Property/Animal or Person	\$200.00	\$400.00	\$600.00
11 (a)(iii)	Contravene Section 5	\$250.00	\$500.00	\$1000.00
12 (a)(i)	Entice cat to run at large	\$200.00	\$400.00	\$600.00
12 (a)(ii)	Tease cat in trap	\$250.00	\$500.00	\$1000.00
12 (a)(iii)	Throw/poke object in trap with cat inside	\$500.00	\$1000.00	\$2000.00
12 (a)(iv)	Fail to check trap hourly	\$250.00	\$500.00	\$1000.00
12 (a)(v)	Leave trap unattended	\$250.00	\$500.00	\$1000.00
12 (a)(vi)	Leave trap set between 16:00 - 08:00 hrs. Fri to Mon or Tues on a long weekend.	\$250.00	\$500.00	\$1000.00
12-(a)(vii)	Fail to deliver in 24 hrs.	\$250.00	\$500.00	\$1000.00

SCHEDULE ‘N’
NOISE BYLAW

SECTION	OFFENCE	1 st Offense	2 nd *	3 rd **
3	General Prohibition	\$100.00	\$200.00	\$400.00
4	Domestic Noise	\$100.00	\$200.00	\$400.00
6 (a)	Residential Noise	\$100.00	\$200.00	\$400.00
7	Vehicle Noise	\$100.00	\$200.00	\$400.00
8	Commercial and Industrial Noise	\$100.00	\$200.00	\$400.00
10 (a)	Construction Noise	\$100.00	\$200.00	\$400.00

If any discrepancies between Schedule “A” Noise Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

SCHEDULE ‘O’
CANNABIS CONSUMPTION BYLAW

Section	Description of Offence	Minimum Penalty	Specified Penalty
3	<i>Smoke, vape or consume cannabis in public place</i>	\$50	\$100

If any discrepancies between Schedule “A” Cannabis Consumption Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

SCHEDULE ‘P’
SMOKING & VAPING BYLAW

Section	Description of Offence	Minimum Penalty	Specified Penalty
3	<i>Smoke</i> or <i>vape</i> where prohibited	\$50	\$100
4	Permit person to <i>smoke</i> or <i>vape</i> where prohibited	\$50	\$200

If any discrepancies between Schedule “A” Smoking & Vaping Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

SCHEDULE ‘Q’
Fines for Livestock

SECTION	OFFENCE	1 st Offense	2 nd *	3 rd **
	Veterinary Fee – Amount Expended			
3	Keep Livestock in prohibited area	\$100.00	\$200.00	\$400.00
4	Allow animal to run at large	\$100.00	\$200.00	\$400.00
6 (a)	Leave animal unattended while tethered in a public place	\$100.00	\$200.00	\$400.00
6 (b)	Animal unsupervised while tethered on private property	\$100.00	\$200.00	\$400.00
7 (a) or (b)	Animal left unattended in vehicle or trailer improperly	\$100.00	\$200.00	\$400.00
7 (c)	Animal left unattended in vehicle when weather conditions not suitable	\$100.00	\$200.00	\$400.00
10 (b) (v)	Throw or poke an animal in an enclosure	\$100.00	\$500.00	\$500.00
14 (a) (i)	Obstruct or interfere with officer	\$250.00	\$500.00	\$500.00
14 (a) (ii)	Open Van, Vehicle or Trailer	\$100.00	\$500.00	\$500.00
14 (a) (iii)	Remove or attempt to remove impounded animal	\$100.00	\$500.00	\$500.00
14 (b) (i)	Untie, loosen or free restrained animal	\$100.00	\$500.00	\$500.00
14 (b) (ii)	Open gate, door or opening allowing animal to run at large	\$100.00	\$500.00	\$500.00
14 (b) (iii)	Entice an animal to run at large	\$100.00	\$500.00	\$500.00
14 (b) (iv)	Tease an animal in an enclosure	\$100.00	\$500.00	\$500.00
	Animal Kennel Services – Amount Expended			

SCHEDULE ‘R’
Fines Residential Community Standards

SECTION	OFFENCE	1 st Offense	2 nd	3 rd /Subsequent
8 (a-k) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24 (a-i) & 25	Littering	\$100.00	\$200.00	\$400.00
26	Storage on Town Property	\$100.00	\$200.00	\$400.00

SCHEDULE ‘S’
Fines Industrial Community Standards

SECTION	OFFENCE	1 st Offense	2 nd	3 rd /Subsequent
8 (a-l) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24(a-i) & 25	Littering	\$100.00	\$200.00	\$400.00
26	Storage on Town Property	\$100.00	\$200.00	\$400.00

SCHEDULE ‘T’
Fines Commercial Community Standards

SECTION	OFFENCE	1 st Offense	2 nd	3 rd /Subsequent
8 (a-l) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24 & 25	Donation Sites	\$100.00	\$200.00	\$400.00
26	Recycling Sites	\$100.00	\$200.00	\$400.00
27(a-i) & 28	Littering	\$100.00	\$200.00	\$400.00
29	Storage on Town Property	\$100.00	\$200.00	\$400.00

SCHEDULE ‘U’
Special Event Fees

SECTION	DESCRIPTION	Per Event	1 st Offense	2 nd	3 rd /Subsequent
3.2	Special Event Application Fee	\$100.00			
3.11	Special Event Damage Deposit	\$250 per venue/park			
9.2	Failure to obtain a Special Event Permit		\$250.00	\$500.00	\$750.00
9.2	Failure to comply with Special Event Permit		\$500.00	\$2,000.00	\$5,000.00

SCHEDULE ‘V’
Golf Course Fees

Membership Category:	
7 Day unlimited	\$1,525.00
5-Day (Mon-Fri Excluding holidays)	\$1,150.00
Intermediate (Ages 19-35)	\$850.00
Over 80 (Age 80+)	\$850.00
Restricted After 4pm	\$600.00
Restricted After 4pm Family	\$850.00
Junior (18 years and younger)	\$225.00
Golf Canada Membership	\$45.00

GST applicable on all Membership categories

Green Fee Rates:	
18-hole Green Fee (Weekday)	\$52.00
18-hole Green Fee (Weekend + Holiday)	\$62.00
9-hole Green Fee (Weekday)	\$30.00
9-hole Green Fee (Weekend + Holiday)	\$35.00
Twilight (After 4pm Everyday)	\$40.00
Junior 18-hole	\$35.00
Junior 9-hole	\$20.00

Special Rates:	
Guest with Member (Weekday)	\$42.00
Guest with Member (Weekend + Holiday)	\$52.00
Parent with Junior Member (after 6pm)	\$10.00

Power Cart Rates (Per Person):	
18-hole Power Cart	\$18.00
9-hole / Twilight Power Cart	\$10.00

Power Cart Packages (Members ONLY):	
Yearly Power Cart (Single Person)	\$650.00
Yearly Power Cart (Two People)	\$975.00
10 Ride Pass (Single Person)	\$170.00
20 Ride Pass (Single Person)	\$320.00
30 Ride Pass (Single Person)	\$450.00
40 Ride Pass (Single Person)	\$560.00

Driving Range	
Large Basket	\$10.00
Small Basket	\$6.00
Yearly Range Pass	\$200.00

GST Included on all Green Fee, Special, Power Cart, and Driving Range Rates



**Royal
Canadian
Mounted
Police**

**Gendarmerie
royale
du
Canada**

Security Classification/Designation
Classification/désignation sécuritaire

RCMP Didsbury Detachment
PO Box 1270
Didsbury, AB
T0M 0W0

Your File Votre référence

Carstairs Town Council
844 Centre Street
Carstairs, AB
T0M 0N0

Our File Notre référence

2022-05-26

Attn: Carstairs Town Council

Request to Council

The Didsbury RCMP is in the beginning stages of planning a fundraising event for the victim services unit that supports our jurisdiction. We have tentatively planned a Regimental Ball for September, 24, 2022 and are seeking the use of the Carstairs Community Hall for that event. In anticipation of Carstairs entering into a municipal policing agreement in the coming year, we are excited to host this event in Carstairs to promote visibility of our organization in the community and overall good community relations.

By way of introduction, the Chinook Arch Victim's Services Society (CAVSS), is a non-profit organization that operates as a police-based program, and provides varying levels of support to victims of crime within our communities. CAVSS program staff and volunteer advocates work closely with the RCMP detachments in Didsbury, Olds and Sundre on a daily basis and are on call 24/7 to assist whenever calls for service come in. The ultimate goal of CAVSS is to lessen the impact of crime and tragedy on victims and provide vital resources to individuals in times of need. Examples of this support include assisting victims to access emergency shelters, providing resources for counselling or addiction services, facilitating restitution for victims of crime, providing court updates and many other things.

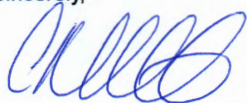
While a large portion of CAVSS funding comes from the Solicitor General, around thirty percent of total funding must come from fundraising and donations. Like most non-profit organizations, the COVID-19 pandemic stunted most attempts at fundraising, while the number of victims requiring assistance continued to rise. For the 2021 year, CAVSS received 123 referrals for victim assistance within the Didsbury detachment jurisdiction.

Naturally, it is our goal to donate as much of the funds brought in as possible to directly to CAVSS, and to keep the costs of the event low. At this time, we are requesting Council's consideration in donating the use of the community hall for this fundraising event and waiving any normally applicable fees. As stated above, the date of the Ball is set for September 24, 2022 and we would appreciate an opportunity to set up and decorate the space the day prior.

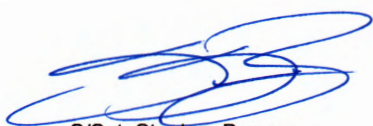
Canada

If there are any questions or concerns regarding the event or Chinook Arch Victim Services, please do not hesitate to contact us at 403-335-3382 or via email at Kdidsburyservices@rcmp-grc.gc.ca.

Sincerely,



Cassandra McCormack
Representative
Regimental Ball Planning Committee



S/Sgt. Stephen Browne
Detachment Commander
RCMP Didsbury



**Town of Carstairs
PARADE AND PROCESSION PERMIT**

Applicant Name: Leslie Cunningham Carstairs Lions
(if organization, include name of designated officer)

Date: 16 July 2022 Times: 10AM - 12 pm (Parade starts 6:11 AM sharp)

Purpose of Parade or Procession: Celebration of Beef & Barley Days: entertainment

Intended Route: (attach map)
10 Ave. North heading South to Gough Rd., turning East to the Fire Hall. West

Assembling Area – Start (address): Living Hope church. - 215 10th Ave

Assembling Area – Finish (address): Carstairs Fire Department - 1450 Gough Road

Number of participants: ~ 200

Number of Vehicles: ~ 50

Number of Horses/Other Livestock: ~ 25

Are barricades required? (Y) ☒ (N) ☐

Is the street sweeper required? (Y) ☒ (N) ☐

Is traffic control required? (Y) ☒ (N) ☐

Will you be crossing railway line? (Y) ☐ (N) ☒

Special conditions, i.e. crowd control:

(from)
No throwing of candy by moving vehicles, implements, trailers etc., candy to be distributed by walkers along route.

Signature of Applicant: [Signature]

Application Date: _____ Approval Date: _____

Signature of Town official: _____



TOWN OF CARSTAIRS

Box 370, 844 Center Street
Carstairs, AB. T0M 0N0
(403) 337-3341
Email: robm@carstairs.ca

TEMPORARY ROAD CLOSURE PERMIT

Applicant Name: Carstairs Lions - Leslie Cunningham
(If organization, include name of designated officer)

Start Date: 10AM Time: 16-July-22 End Date: 16-July-22 Time: 12pm

Purpose of Road Closure: Beef & Barleys Days - Parade @ 11am parade starts

Suggested route: (attach map with signage laid out)
Start @ Living Hope Church (215 10th Ave) - North on 10th Ave heading South
to Gough Road, turning West towards Fire Hall. End of parade @
Fire Hall - 1450 Gough Road

Detour Route suggestion:

Authorities Notified: Yes ☐ No ☐

RCMP ☐ Fire Dept ☐ EMS ☐ Peace Officer / Bylaw Officer ☐

Are barricades required? Yes ☒ No ☐

Is the street sweeper required? Yes ☒ No ☐

Is traffic control required? Yes ☒ No ☐

Will you be crossing a railway line? Yes ☐ No ☒

Special Conditions (i.e. crowd control):

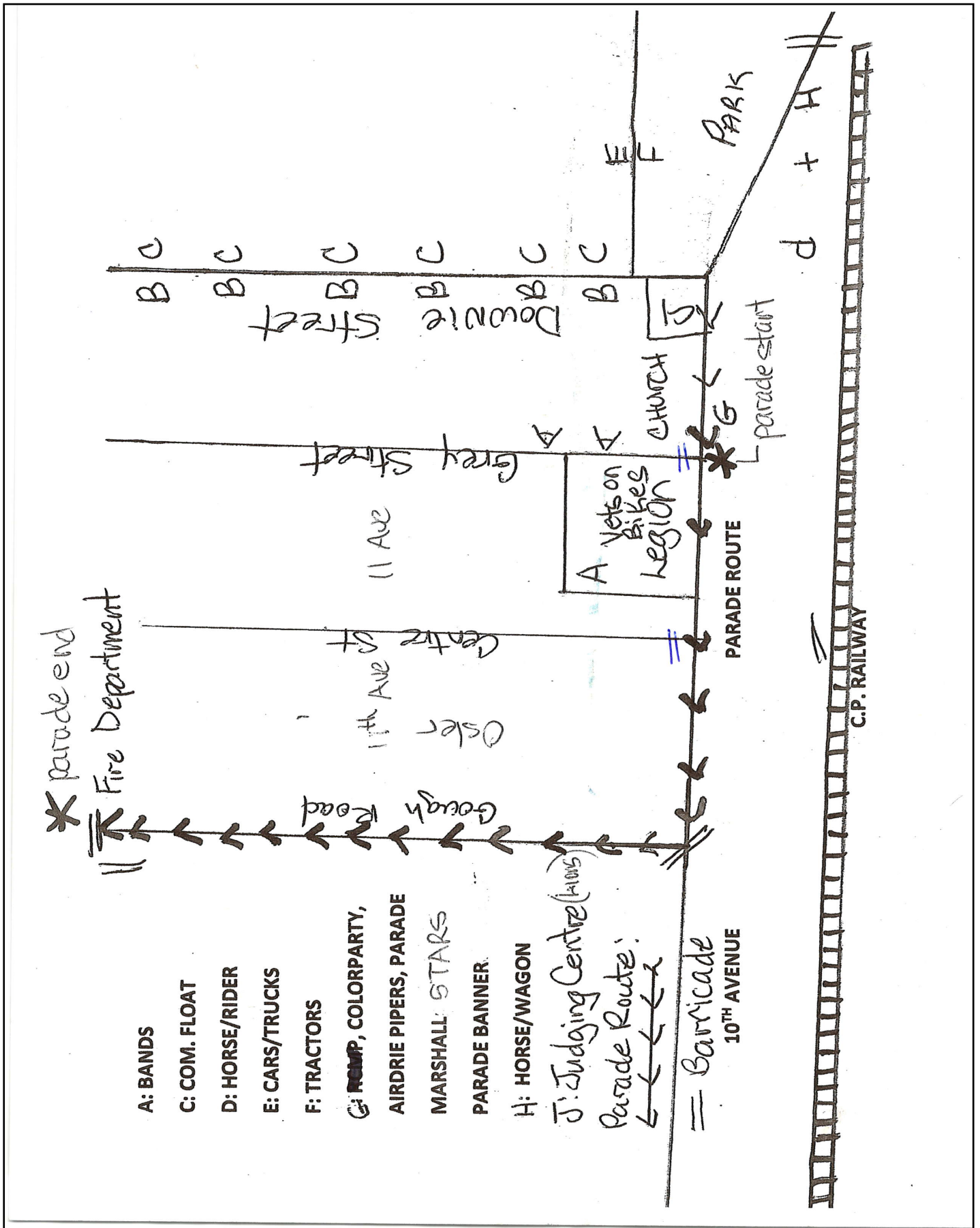
Signature of Applicant: _____

Application Date: _____ Approval Date: _____

Signature of Town Official: _____

Town of Carstairs Special Event Guidelines & Application
September 2019

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**MINUTES OF THE STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
TUESDAY, MAY 24, 2022, 5:30PM
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Ball, Fricke, Roberts, CAO Rick Blair, and Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby

CALL TO ORDER: Councilor Roberts called the meeting of May 24, 2022 to order at 5:51 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ball to adopt the agenda of May 24, 2022, as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Fricke to adopt the minutes of April 25, 2022 as presented.

CARRIED

UNFINISHED BUSINESS: 1. Business License Listing

Motion by Councilor Ball to accept Business License Listing as information.

CARRIED

NEW BUSINESS: Nil

REPORTS: 1. Committee Plans and Reports

a) 2021 Work Plan
Workplan was updated; No Changes were recommended.

b) 2021 Internal Annual Report
Internal Annual Report was updated; No Changes were recommended.

Motion by Councilor Ball to accept the Committee Plans and Reports as information.

CARRIED

c) 2021 Committee Worksheet
Committee worksheet was updated; No Changes were recommended.

- CAO Blair spoke to the need for the use of City Wide for asset management and utilization. GPS has been completed on every tree and park has been put into City Wide as assets.

Motion by Councilor Fricke to accept the Committee Worksheet as information.

CARRIED

2. Financial Reports

CAO Blair mentioned the RFPs from banks have come in, it will take time to go through to choose the right avenue.

a) Summary Report (Ending April 30, 2022)
- CAO Blair reviewed the Summary report, nothing concerning to report.

b) Financial Report (Ending April 30, 2022)

- CAO Blair reviewed the Financial report, nothing concerning to report.

- c) Revenue and Expense Report (Ending April 30, 2022)
- CAO Blair reviewed the Revenue and Expense report, nothing concerning to report.

- d) Capital Projects Report (Ending April 30, 2022)
- CAO Blair reviewed the Capital Projects report, nothing concerning to report.

Motion by Councilor Ball to accept the Financial Reports as information.

CARRIED**3. Development Reports**

- a) Building Permit Listing (Ending May 6, 2022)
- CAO Blair reviewed the listing.

- b) Compliance Listing (Ending May 10, 2022)
- CAO Blair reviewed the listing.

Motion by Councilor Fricke to accept the Development Reports as information.

CARRIED**4. Planning Reports:**

- a) Subdivision
 - CAO Blair mentioned delay at Mandalay due to storm pond.
 - Subdivision application in the works for the South of town.
 - Review of Condominium documents for West of town along with a conceptual plan coming soon.
 - Very Busy with permits and developments
 - Informed the committee of not fencing around the campground, and to use a more esthetically pleasing approach using trees and rocks/boulders. Parks to come back with a plan
 - Loam was moved between the campground and the fire hall to reduce run off.
 - Sidewalk has been poured around the new Fire hall
 - Grand opening for the Fire Hall to be held this coming fall

- b) Municipal Development Plan (MDP)
- Nothing to report at this time.

- c) Planning Procedures
- Nothing to report at this time.

Motion by Councilor Ball to accept the Development Reports as information.

CARRIED**5. Carstairs Community Golf Club**

CAO Blair updated the committee on the Carstairs Community Golf Club.

- Assigned Kirk to be in charge of golf and grounds crew operations. CAO Blair will continue to oversee food and beverage.
- New Walk in cooler and freezer are up and running.
- working on getting sufficient Wifi for operation of the Golf Course.

- Cart paths are complete

Motion by Councilor Fricke to accept Carstairs Community Golf Club report as information.

CARRIED

6. Plans and Studies

- a) Asset Plan
- Nothing to report at this time.

7. Audits

- Nothing to report at this time.

8. Budget

- Nothing to report at this time.

GENERAL DISCUSSION: Nil

NEXT MEETING: Monday June 27, 2022, at 5:30 p.m.

ADJOURNMENT: Motion by Councilor Ball to adjourn the meeting of May 24, 2022, at 6:51 p.m.

CARRIED

Councilor Roberts, Chair Person

Rick Blair, CAO



MAYOR LANCE COLBY
PO BOX 370 844 CENTRE ST.
CARSTAIRS AB T0M 0N0

Ottawa, June 2022

Dear MAYOR LANCE COLBY and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at shannon.stubbs@parl.gc.ca, M.P. Kurek at damien.kurek@parl.gc.ca, or M.P. Gourde at jacques.gourde@parl.gc.ca.

Thank you for your time.

Shannon Stubbs, M.P.
Shadow Minister for Rural Economic Development
and Rural Broadband Strategy
Lakeland

Damien C. Kurek, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Battle River—Crowfoot

Jacques Gourde, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Lévis—Lotbinière