



**REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
TUESDAY, APRIL 11, 2023, 7:00 P.M.**

Page

**1. CALL TO ORDER**

**2. ADDED ITEMS**

**3. ADOPTION OF AGENDA**

a) Adoption of agenda of April 11, 2023

**Motion:** To adopt the agenda of April 11, 2023

**4. ADOPTION OF MINUTES**

a) Adoption of minutes of March 27, 2023(addendum 4.a)

**Motion:** To adopt the minutes of March 27, 2023



**5. BUSINESS ARISING FROM PREVIOUS MEETING**

a) E360 Contract renewal

**6. DELEGATIONS**

a) Emergency Services - Rob McKay (addendum 6.a)



**7. BYLAWS AND POLICIES**

a) Bylaw No. 2035 Rates & Fees Bylaw 2023 (addendum 7.a)



**8. NEW BUSINESS**

a) Traffic Concern - Gough Road and 10th Avenue (addendum 8.a)



b) CP Rail Request (addendum 8.b)



**9. COMMITTEE REPORTS**

a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE

b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

- i) Minutes of the meeting on March 27, 2023 (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

#### 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) Volunteer week - Proclamation (addendum 11.a)



- b) Rosebud Health Foundation - Sponsorship Request (addendum 11.b)



#### 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, MARCH 27, 2023, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts & Wilcox, Director of Legislative & Corporate Services Shannon Allison, Fire Chief Jordan Schaffer, CAO Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of Monday, March 27, 2023, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 101/23	Motion by Councilor Ball to adopt the Regular Council agenda of March 27, 2023, as presented. <div>CARRIED</div>
ADOPTION OF PREVIOUS MINUTES:	
Motion 102/23	Motion by Councilor Ratz to adopt the Public Hearing minutes of March 13, 2023, as presented. <div>CARRIED</div>
Motion 103/23	Motion by Councilor Fricke to adopt the Regular Council minutes of March 13, 2023, as presented. <div>CARRIED</div>
BUSINESS ARISING FROM PREVIOUS MEETING:	<div>1. Land Use Redesignation - Bylaw No. 2039 Kitstone Land Use</div> <div>R. Blair spoke to the Land Use redesignation. Due to a clerical error made by the developer changes to the Bylaw are as follows: Council of the Town of Carstairs wishes to amend Land Use By-law No 2007 by providing a Land Use Re-designation to rezone 3.09 hectares (7.63 acres) of land from R1S (Special Low Density Residential), to R1 (Low Density Residential), located in Lot 20, Block 3, Plan 021 2608 within the NE 1/4 9-30-01-W5M.</div>
Motion 104/23	Motion by Councilor Ball to give first reading of Bylaw 2039 Kitstone Land Use Redesignation. <div>CARRIED</div>
DELEGATIONS:	<div>1.Carstairs Fire Department Review 2022-Jordan Schaffer</div> <div>Fire Chief Jordan Schaffer reviewed the year of 2022 for the Carstairs Fire Department, stating that it was the busiest year to date. Currently the Fire Department has 25 Fire Department members. Fire hall operations at the new hall have only needed minor tweaks.</div> <div>Councilor Ball thanked J. Schaffer for all the work that the Fire department does. J. Schaffer thanked Council for their ongoing support.</div> <div>Councilor Fricke inquired who the mutual aid calls were with. J. Schaffer answered mutual aid includes Crossfield, Rocky View County and Mountain View County.</div> <div>R. Blair &amp; J. Schaffer spoke to a conditional grant application that has been approved for \$11,505.21. The Funding will be split with the Didsbury Fire Department for training costs. J. Schaffer expressed gratitude to Carstairs Fire Departments Training Officer Shaune Plumb for his assistance in obtaining the grant.</div>
Motion 105/23	Motion by Councilor Wilcox to accept Carstairs Fire Department Review 2022 as information. <div>CARRIED</div>
NEW BUSINESS:	<div>1. Peace Officer Stats</div> <div>R. Blair spoke to the 2022 Peace Officer stats, stating that Director of Emergency Services R. McKay was unable to attend tonight's meeting, but will be attending next meeting to go over the Full scope of the Emergency Service Department.</div>

Motion 106/23	<p>Motion by Councilor Wilcox to accept Peace Officer Stats as information.</p> <p><b>CARRIED</b></p> <p><b>2. RCMP Priorities</b> R. Blair spoke to the previous year’s priorities which include Increased Visibility &amp; Traffic Safety, Youth Interaction, &amp; Crime Prevention, R. Blair asked for feedback and suggestions on the Town of Carstairs RCMP Priorities.</p> <p>Councilor Wilcox suggested there be more focus on domestic violence education.</p> <p>Councilor Fricke asked if drug awareness could be a focus as well.</p>
Motion 107/23	<p>Motion by Councilor Wilcox to direct administration to send a letter to Staff Sergeant Stephen Browne of the Didsbury RCMP Detachment stating the Town of Carstairs top three priorities for the 2023 Annual Performance Plan (APP) which are Increased Visibility &amp; Traffic Safety, Youth Interaction, &amp; Crime Prevention (Family Violence &amp; Drug Prevention &amp; Education).</p> <p><b>CARRIED</b></p> <p><b>3. Provincial Police Funding</b> R. Blair commented to the Provincial Police Funding requisition that increased far above the projected budgeted amount. The requisition increased by 30% and is due to the towns rise in population as well as the rise in assessment values.</p>
Motion 108/23	<p>Motion by Councilor Ball to accept Provincial Police Funding as information and authorize administration to draw \$ 27,261.00 from policing reserves for the Provincial Police Model Requisition.</p> <p><b>CARRIED</b></p>
<b>BYLAWS &amp; POLICIES:</b>	<p><b>1. Bylaw No. 2040 Bulk Water Facility Bylaw</b> R. Blair spoke to the new Bylaw, the Bylaw was recommended for approval to Council by the Policy &amp; Governance Committee.</p>
Motion 109/23	<p>Motion by Councilor Roberts to give first reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.</p> <p><b>CARRIED</b></p>
Motion 110/23	<p>Motion by Councilor Ratz to give second reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.</p> <p><b>CARRIED</b></p>
Motion 111/23	<p>Motion by Councilor Ball to move to third and final reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.</p> <p><b>UNANIMOUSLY CARRIED</b></p>
Motion 112/23	<p>Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.</p> <p><b>CARRIED</b></p> <p><b>2. Policy No. 61-001-23 Construction and Infrastructure Standards</b> R. Blair spoke to the changes made to Policy No. 61-001-23 Construction and Infrastructure Standards stating that the policy was reviewed by the Policy &amp; Governance Committee and was recommended for adoption by Council.</p>
Motion 113/23	<p>Motion by Councilor Fricke to adopt Policy No. 61-001-23 Construction and Infrastructure Standards as amended.</p> <p><b>CARRIED</b></p> <p><b>3. Policy No. 23-002-23 Fire Attendance Compensation</b> R. Blair spoke to the changes made to Policy No. 23-002-23 Fire Attendance Compensation stating the policy was reviewed by the Policy &amp; Governance Committee and was recommended for adoption by Council.</p> <p>J. Schaffer also spoke to the Policy, stating that there were previously no incentives for attaining a higher level of training. This policy allows members to be commended for their efforts in ensuring that they are properly compensated.</p> <p>Councilor Ratz stated the Policy offers a reasonable timeline for training.</p>

Councilor Fricke praised the Policy for striking a balance between merit and academics.

Councilor Ball questioned whether the Policy would have an impact on the budget and whether the budget could accommodate the change.

Motion 114/23

Motion by Councilor Roberts to adopt Policy No. 23-002-23 Fire Attendance Compensation as amended.

CARRIED

COMMITTEE REPORTS:

- 1. Legislative & Emergency Services Committee**  
- Councilor Ball gave a verbal report of the Legislative & Emergency Services Committee meeting held on March 21, 2023. Councilor Ball stated that the Committee also performed a Municipal Annual Internal Review of Building inspections for Planning and development. Minutes and the Review are attached. Next meeting April 18, 2023.
- 2. Strategic Planning & Corporate Affairs Committee**  
- Councilor Roberts gave a verbal report of the Strategic Planning & Corporate Affairs Committee meeting held on March 27, 2023 prior to Council. Next meeting April 24, 2023
- 3. Policy & Governance Committee**  
- Councilor Fricke gave a verbal report of the Policy & Governance Committee meeting held on March 16, 2023. Next meeting is April 20, 2023
- 4. Mountain View Regional Waste Commission**  
- Councilor Wilcox gave a verbal report of the meeting held today March 27, 2023.
- 5. Mountain View Regional Water Commission**  
- Next Meeting April 12, 2023.
- 6. Mountain View Seniors' Housing**  
- Councilor Ratz gave a verbal report of the meeting held on March 16, 2023 Next meeting April 6, 2023
- 7. Municipal Area Partnership**  
- Next meeting April 13, 2023

Motion 115/23

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

CARRIED

COUNCILOR REPORTS:

- Councilor Ball**  
- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.  
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.  
- March 28, 2023 attending ICC Meeting  
- Let Council know that The Rock Community Church is holding two Easter services on April 9, 2023 as well as a community breakfast where all are welcome.
- Councilor Fricke**  
- March 16, 2023 attended Policy & Governance Committee Meeting.  
- March 18, 2023 attended the regional 4-H Public Speaking Competition as a judge.  
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.
- Councilor Ratz**  
- March 16, 2023 attended Mountain View Seniors' Housing Meeting.  
- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.
- Councilor Roberts**  
- March 22, 2023 attended Carstairs Nature Space Meeting.  
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee meeting.

**Councilor Wilcox**

- March 16, 2023 attended Policy & Governance Committee Meeting.
- March 16, 2023 attended Parkland Executive Meeting.
- March 21, 2023 attended Carstairs Public Library Board Meeting.
- March 27, 2023 attended Mountain View Waste Commission Meeting.

**Deputy Mayor Allan**

- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.

Motion 116/23                      Motion by Councilor Fricke to accept all Councilor Reports as information.  
**CARRIED**

**CORRESPONDENCE:                      1. Carstairs Public Library Board Renewal – Sarah Chicquen**

Motion 117/23                      Motion by Councilor Ratz to renew Sarah Chicquen to the Carstairs Public Library Board for a 1 year term.  
**CARRIED**

**2. Carstairs Public Library Board Appointment – Lucie Salucop**

Motion 118/23                      Motion by Councilor Ball to appoint Lucie Salucop to the Carstairs Public Library Board for a 3 year term.  
**CARRIED**

**3. Thank You card- Kiwanis Music Festival**

Motion 119/23                      Motion by Councilor Wilcox to accept Thank You Card from Kiwanis Music Festival as information.  
**CARRIED**

**4. Arbor Day Proclamation**

- Council reviewed the letter provided for the request for proclamation of May 13, 2023 as Arbor Day in Carstairs.

Motion 120/23                      Motion by Councilor Roberts to proclaim May 13, 2023 as Arbor Day in Carstairs.  
**CARRIED**

**5. National Public Works Week Proclamation**

- Council reviewed the letter provided for the request for proclamation of the week May 21-27, 2023 as National Public Works Week in Carstairs.

Motion 121/23                      Motion by Councilor Ball to proclaim the week of May 21-27 2023 as National Public Works week in Carstairs.  
**CARRIED**

**CAO’S REPORT:**

- March 15, 2023 met with Kitstone developers.
- March 16, 2023 met with staff sergeant Brown.
- March 16, 2023 attended Policy& Governance Committee Meeting.
- March 17, 2023 met with Mountain View Regional Water Services.
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.
- In the process of working with Emergency Services and Safety on modified work programs within the Town.
- In the process of working on the mitigation of infiltration by researching where the infiltration is coming from.

Motion 122/23                      Motion by Councilor Ratz to accept CAO’s Report as information.  
**CARRIED**

**COUNCILOR CONCERNS:                      1. Councilor Ball**

In response to an article in Mountain View Today stating that Chinooks Edge School Division has proposed building a new middle school in Carstairs, Councilor Ball confirms that no communication has been received by the town and wonders if this could be arranged even if the construction of the middle school is far in the future.

Motion 123/23                      Motion by Councilor Wilcox to accept all Councilor concerns as information.  
**CARRIED**

PUBLIC QUESTION  
PERIOD:

1. Anthony and Shirley Willies, and Coleen Fournier of the  
Clover Condo Complex

A. Willies wrote a letter to Council expressing his concerns about a stray cat problem that he and other Clover Condo Complex residents are experiencing. A. Willies stated that since development behind the complex has begun and old buildings have been removed the cats have needed to find new food and shelter. The residents are worried of the cats multiplying and carrying feline disease that impose danger to all domestic animals in the area. Coleen Fournier wonders why the town has not provided a location for a recue to reside.

R. Blair stated that although this is a problem that the Peace Officers are unable to trap the cats at the moment due to the low temperatures at night.

Council agreed to look into addressing the issue.

R. Blair acknowledges that stray cats are a problem, but is unsure how to solve it at this time. Also, opening the town to facilitate a building for a rescue comes with its own set of issues. Unfortunately, there isn't a good location for such a structure that won't disturb the neighbors.

Council Thanked the residents for coming in and expressing their concerns.

Motion 124/23

Motion by Councilor Fricke to accept Public Question period as information.

CARRIED

MEDIA QUESTION  
PERIOD:

Nil

CLOSED MEETING:

*Section 107 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).*

Motion 125/23

Motion by Councilor Wilcox that Council closes the meeting to the public at 819 p.m. to discuss closed meeting session items.

CARRIED

Motion 126/23

Motion by Councilor Ratz to come out of the closed meeting session at 8:51 p.m.

CARRIED

Motion 127/23

Motion by Councilor Roberts to direct administration to waive sewer fees for Account Number 966010.

CARRIED

NEXT MEETING:

Tuesday, April 11, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 128/23

Motion by Councilor Ball to adjourn the meeting of March 27, 2023, at 8:52p.m.

CARRIED

\_\_\_\_\_  
Dean Allan, Deputy Mayor

\_\_\_\_\_  
Rick Blair, CAO



# Town of Carstairs Emergency Services

Emergency Services consists of:

Protective Services  
Emergency Management  
Health and Safety  
Fire Safety Codes

## **Protective Services**

### Education

- Bike Safety
- Crosswalk safety
- Fraud
- Halloween safety
- JFO's – Monthly Calendar
- Vehicle theft
- Railway
- Crime Prevention through Environmental Design (CPTED)

### Enforcement

- Speed
- Stop signs
- Distracted driving
- Seatbelts
- Helmets – Bikes and skatepark
- Bylaws

### Programs

- Food drive
- Candy cane check stop
- Vacation notifications
- Positive ticketing
- Bike rodeo
- Crossing guards
- Road closures





## Facility Security

- Cameras
- Alarms

## 2022 stats

- 348 incidents
- 263 traffic citations written
- 194 traffic warnings written

## Emergency Management

12-person committee – 5 volunteers/7 staff

Meet every two months

Member of MVREMA – meet every 3 months

## Reception Centers

- Arena – stocked
- Community Hall – stocked
- Golf Course

## ECC/EOC

- Emergency Services Facility
- Administration Office

## Training

- Staff – minimum of Basic Emergency Management and ICS 100 – online
- Current volunteers – position specific training
- Table top exercise annually
- Functional exercise every 4 years

## Volunteers

- Recruiting issue of only needed in the time of an event

## Incident Management team needs

- Communication Officer

## Communications

- During incident
- Notifications – DEM/CAO/Council
- Communication Plan – finalize

## Fire Safety Codes

- Annual business inspections – 196 inspections in 2022
- New construction
- Investigations
- Safe Zone Program



## Health and Safety

1 representative from each department including library  
Meet monthly

- Health and safety manual – updating
- Work alone program
- Sound testing
- Modified work program
- First Aid Courses
- AED Program
- Facility Inspections

## Facility – Multifunctional

- Hosted training – ICS, First Aid and Peace Officer Threat Pattern Recognition
- Meetings – CEMA, H&S and Emergency Services
- ECC/EOC



Bylaw No. 2035

**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 “**2023 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 shall come into full force and effect on January 1, 2023.

**READ A FIRST TIME THIS 12<sup>TH</sup> DAY OF DECEMBER A.D., 2022**  
**READ A SECOND TIME THIS 12<sup>TH</sup> DAY OF DECEMBER A.D., 2022**  
**READ A THIRD AND FINAL TIME THIS 12<sup>TH</sup> DAY OF DECEMBER 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 \$3.08 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 \$3.08 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 \$3.08 per cubic meter.

3. Flat Rates

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 \$6.00 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"	\$500.00 + GST
	1"	Contact the town
	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  
Wastewater Infrastructure Fee per month \$6.24

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 Buildings – per unit	\$24.00 per month per bin
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).

Replacement Garbage Bin \$85.00 + GST

SCHEDULE 'B'  
ADMINISTRATION FEES

1. The fee for NSF or returned cheques 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:

\$32.00 per recreational vehicle  
\$27.00 per tent  
\$10.00 firewood per wheelbarrow load  
\$1.00 showers on timer  
\$5.00 sewage dump
16. Personal Vehicle Allowance:

\$0.61 < 5000 per kilometer  
\$0.55 > 5000 per kilometer
17. Tax/Utility Invoice Reprint Charge

\$5.00 per invoice (1<sup>st</sup> 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 or Accessory Building over 144 sq. ft.	\$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 under 144 sq. ft.	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	\$75.00
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	\$50.00 \$50.00

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		\$500.00*
Children Plots – Residential & Non-Residential		\$400.00*
Columbarium Niche		\$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 <sup>st</sup> Offense	2 <sup>nd</sup> *	3 <sup>rd</sup> **
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:  
2023  
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.

<b>Small Meeting Room</b>	
Full Day	\$50.00
Hourly	\$10.00

<b>Fitness Room</b>	
Hourly	\$15.00

<b>Off-Season Floor Rentals</b>	
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
49	\$60.00	Enforcement Vehicle
50	\$60.00	Enforcement Vehicle
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
181	\$60.00	Enforcement/Bylaw Vehicle



SCHEDULE ‘H’  
TRAFFIC BYLAW

	SPEED	1 <sup>st</sup> Offense	2 <sup>nd</sup> *	3 <sup>rd</sup> **
<del>33(a)</del> 34	>40k where not posted	\$100	\$200	\$500
<del>33(b)</del> 34	Speed in School/Playground Zone	\$100	\$200	\$500
<del>33(e)</del> 34	Speed in Alley	\$100	\$200	\$500
34(d)	Speed in parking lot	\$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
19	Park where prohib. by device/signal			
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
<del>28</del> 29	Vehicle Unattended on Jack	\$100	\$200	\$500
30	Not acquire special permit			
<del>30</del> –31	Drain vehicle fluids on street	\$100	\$200	\$500
<del>31</del> –32	Handicapped Parking	\$100	\$200	\$500
<del>32</del> –33	Throw debris on road	\$100	\$200	\$500
Trucks and Truck Routes				
<del>35</del> –36	Off Truck route (moving)	\$100	\$200	\$500
<del>36</del> –37	Metal cleats etc. unauthorized	\$100	\$200	\$500
<del>37</del> –38	Operate Engine retarder brake	\$100	\$200	\$500
Bicycles, Motorcycles, OHV				
<del>38</del> –39	On sidewalk Blvd unauthorized	\$100	\$200	\$500
<del>40</del> –41	Operate OHV unauthorized	\$100	\$200	\$500
<del>41</del> –42	Operate unlicensed vehicle unauthorized	\$100	\$200	\$500
Fire Vehicles				
<del>44</del> –45	Follow < 30 m of Emerg. vehicle	\$100	\$200	\$500
<del>45</del> –46	Park < 30 m of Emerg. vehicle	\$100	\$200	\$500
<del>46</del> –47	Vehicle Interfere with Emerg.	\$100	\$200	\$500
<del>47</del> –48	Tamper with fire equipment	\$250	\$500	\$1000
Parades / processions				
<del>48</del> –49	Parade/procession violation	\$100	\$200	\$500
Pedestrians / Sidewalks				
<del>51</del> –52	Interfere with flow of traffic	\$100	\$200	\$500
<del>52</del> –53	Part of group obstructing access	\$100	\$200	\$500
<del>53</del> –54	Climb fence etc. unauthorized	\$100	\$200	\$500
<del>54</del> –55	Street auction unauthorized	\$100	\$200	\$500
<del>55</del> –56	Merchandise obstruct street	\$100	\$200	\$500
<del>56</del> –57	Permit article to interfere traffic	\$100	\$200	\$500
<del>57</del> –58	Ski/tob. Inconsiderate manner	\$100	\$200	\$500
<del>58</del> –59	Stand/Sit/Lie on roadway	\$100	\$200	\$500
<del>59</del> –60	Hitchhike	\$100	\$200	\$500
<del>60</del> –61	Elec. Cord cross s/w or road	\$100	\$200	\$500
<del>61(a)</del> <del>62(a)</del>	Violate Order to vacate area	\$250	\$500	\$1,000

<del>61(e)</del> 62(c)	Interfere with Emerg. Person	\$250	\$500	\$1,000
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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

<b>Auditorium</b>	
Auditorium only	\$350.00
Auditorium with Kitchen	\$475.00
<b>Small Meeting Room</b>	
Full Day (up to eight hours use)	\$100.00
Half Day (up to four hours use)	\$50.00
Hourly Rate	\$20.00 per hour
<b>Bar</b>	\$100
<b>Kitchen</b>	\$175.00 per day
<b>Funerals</b>	
Includes Auditorium, Small Meeting Room and Kitchen	\$200.00
<b>Anniversaries, Birthdays, Celebrations, Bridal Showers, Craft Sales (Auditorium)</b>	
	\$250.00
• Includes:	
○ Up to five hours	
○ Kitchen Use	
<b>Wedding Package</b>	\$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 \$2351.04
- 2. Deputy Mayor
  - Monthly Salary of \$2045.40
- 3. Councilors
  - Monthly Salary of \$1810.30
- 4. Mileage Rate
  - Mileage Rate of \$0.61 < 5000 per kilometer
  - Mileage Rate of \$0.55 > 5000 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 <sup>st</sup> Offense	2 <sup>nd</sup> *	3 <sup>rd</sup> **
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 <sup>st</sup> Offense	2 <sup>nd</sup> *	3 <sup>rd</sup> **
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 <sup>st</sup> Offense	2 <sup>nd</sup> *	3 <sup>rd</sup> **
	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 <sup>st</sup> Offense	2 <sup>nd</sup>	3 <sup>rd</sup> /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 <sup>st</sup> Offense	2 <sup>nd</sup>	3 <sup>rd</sup> /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 <sup>st</sup> Offense	2 <sup>nd</sup>	3 <sup>rd</sup> /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 <sup>st</sup> Offense	2 <sup>nd</sup>	3 <sup>rd</sup> /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

<b>Membership Category:</b>	
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\*\*

<b>Green Fee Rates:</b>	
18-hole Green Fee (Mon-Thurs)	\$52.00
18-hole Green Fee (Fri-Sun+ Holiday)	\$62.00
9-hole Green Fee (Mon-Thurs)	\$30.00
9-hole Green Fee (Fri-Sun + Holiday)	\$35.00
Twilight (After 4pm Everyday)	\$40.00
Junior 18-hole	\$35.00
Junior 9-hole	\$20.00

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

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

<b>Power Cart Packages (Members ONLY):</b>	
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

<b>Driving Range</b>	
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\*\*



APRIL 6<sup>th</sup> 2023

TO: THE TOWN OF CARSTAIRS,

RECENTLY IT HAS STARTED TO CONCERN ME HOW BUSY THE INTERSECTION AT 10<sup>th</sup> AVE. AND GOUGH ROAD HAS BECOME. ONE OF THE THINGS THAT MAKES NO SENSE IS THAT THERE IS A SPEED SIGN POSTING MAXIMUM 50 KMS. / ~~100~~ HOUR A FEW METERS WEST OF THE TRACKS. THEN APPROXIMATELY 100 METERS FURTHER WEST THERE IS ANOTHER SIGN POSTING A MAXIMUM SPEED OF 30 KMS. / HOUR. SHOULD THIS NOT ALL BE POSTED AT 30 KM. / HOUR. AS A FREQUENT CYCLIST AND DAILY SCHOOL BUS DRIVER I FEEL THAT IT IS IMPORTANT TO MAKE A CHANGE HERE.

SIGNED   
(CONCERNED CITIZEN!)

**From:** Mark Piciacchia [REDACTED]  
**Sent:** Friday, March 31, 2023 12:07 PM  
**To:** Rick Blair [REDACTED]  
**Cc:** Paul Whalen [REDACTED]; Shaun Michaleski [REDACTED]  
**Subject:** Carstairs - TC Slow Order

Hello Rick,

Thank you for meeting this week regarding the Transport Canada slow order from Gough Rd to Centre St crossings. I would appreciate if you can bring to Mayor/Council's attention our desire to lift the slow order. As discussed at our meeting, CP believes that safety concerns related to these crossings have been addressed since the slow order was implemented over 40 years ago. Crossing Advanced Warning Systems and Centralized Train Control have been installed since the slow order was implemented. These technologies represent the highest form of public protection. Consistent train speed will also provide greater safety by limiting in-train forces caused by braking/accelerating.

Regarding your two requests, CP can discuss whistle cessation and the third crossing north of town at Township Rd 303. I am cc'ing Paul Whalen; he coordinates at-grade crossings and whistle cessation requests, and can work with your team.

Please do not hesitate to call me with any questions or concerns. I look forward to hearing from you.

Thank you,  
MP



**Mark Piciacchia**  
Manager, Indigenous Relations and  
Government Affairs  
Building 1  
7550 Ogden Dale Rd. SE  
Calgary, Alberta T2C 4X9  
[REDACTED]

**MINUTES OF THE STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE  
MONDAY, MARCH 27, 2023, 5:30PM  
CARSTAIRS MUNICIPAL OFFICE**

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

**ABSENT:** Nil

**CALL TO ORDER:** Councilor Roberts called the meeting of March 27, 2023 to order at 5:47 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:** Motion by Councilor Ball to adopt the agenda of March 27, 2023, as presented.

**CARRIED**

**ADOPTION OF MINUTES:** Motion by Councilor Fricke to adopt the minutes of February 27, 2023 as presented.

**CARRIED**

**UNFINISHED BUSINESS:** Nil

**NEW BUSINESS: 1. Business License Listing**

The Committee reviewed the listing provided. CAO R. Blair stated that the business license Bylaw needs to be updated in order to match the town's current situation.

Motion by Councilor Ball to accept the Business License Listing for 2023 as information.

**CARRIED**

**REPORTS: 1. Financial Reports**

CAO R. Blair summarized the Financial reports.

- a) Summary Report (Ending March 21, 2022)
- b) Financial Report (Ending March 21, 2022)
- c) Revenue and Expense Report (Ending March 21, 2022)
- d) Capital Projects Report (Ending March 21, 2022)

Motion by Councilor Ball to accept the Financial Reports as information and circulate to the rest of council.

**CARRIED**

**2. Development Reports**

CAO R. Blair spoke to the Development reports.

- a) Building Permit Listing (Ending March 15, 2023)
- b) Compliance Listing (Ending March 17, 2023)

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

**CARRIED**

**4. Carstairs Community Golf Club**

CAO R. Blair updated the committee on the irrigation line being installed, just waiting for spring.

Motion by Councilor Ball to accept Carstairs Community Golf Club Report as information.

**CARRIED**

**Strategic Planning & Corporate Affairs Committee Meeting – March 27, 2023**

**Page 2 of 2**

**GENERAL DISCUSSION: Councilor Fricke**

Inquired of setbacks of developments in respects to location to a lagoon.

As well as wonders if builders are communicated quiet time restrictions clearly.

Motion by Councilor Ball to accept General discussion as information.

**CARRIED**

**NEXT MEETING:** Monday, April 24, 2023

**ADJOURNMENT:** Motion by Councilor Ball to adjourn the meeting of March 27, 2023, at 6:40p.m.

**CARRIED**

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**Councilor Roberts, Chair Person**

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**Rick Blair, CAO**



## **MAYORAL PROCLAMATION**

WHEREAS, 24 MILLION Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in *Carstairs* mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, *Carstairs* volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our town's volunteers is that *Carstairs* is a more desirable place to live; and

NOW, THEREFORE, I, *Lance Colby*, Mayor of *Carstairs*, do hereby proclaim April 16 – 22, 2023, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Dated this 11<sup>th</sup> day of April, 2023

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Lance Colby, Mayor

Volunteering weaves us together | National Volunteer Week | April 16 – 22, 2023

**From:** Kayla M. Gundlock  
**Sent:** Monday, March 20, 2023 6:36 PM  
**To:** Lori King  
**Subject:** Rosebud Health Foundation

Hey Lori!

I am reaching out to you on behalf of the Rosebud Health Foundation. We are a non-profit organization that raises funds for healthcare in the local communities of Didsbury, Carstairs, Cremona and Water Valley. In 2023, we are fortunate to highlight 27 years of servicing the mentioned communities. Over the past year, our foundation has been able to provide the following items to our local healthcare system; ER stretchers, blanket warmer, vaccination fridge, ER renovations, and Puppet Therapy for the Long Term Care Unit. Our biggest accomplishment this far has been the Didsbury Hospital HeliPad.

With that being said, we are excited to announce our first annual **Rosebud Spring Fling** on May 6, 2023 at the Carstairs Community Hall. The night will involve an interactive game show by Banger Bingo®, food by Prairie Whistle Co. and drinks. There will be silent auction items and prizes to be won throughout the night.

Please consider supporting our event by donating gift certificates, merchandise, or services for our silent auction or as a sponsor. Your company name and donation will be advertised at the event. I have attached the sponsorship information. Is there a good time I can stop by, or set up a phone call with you to discuss any questions you may have? Tickets are also on sale for \$75.00 each, we would love to see you there!

Thank you in advance,

Kayla Gundlock  
Board Members - Rosebud Health Foundation

**Website:** <https://www.rosebudhealth.ca>  
**Instagram:** [www.instagram.com/rosebudhealthfoundation/](https://www.instagram.com/rosebudhealthfoundation/)  
**Facebook:** [www.facebook.com/rosebudhealthfoundation](https://www.facebook.com/rosebudhealthfoundation)



**1st Annual 'Spring Fling'  
Saturday May 6, 2023  
Carstairs Community Hall**

### **Levels of Sponsorship**

- ☐ **Genuine One-of-a-Kind PLATINUM Rose – EVENT SPONSOR \$1000.00**  
Includes placement of signage ((Provided by your organization) at the entrance / SPECIAL recognition and introduction at banquet / print / media acknowledgement / 1 table for eight, priority seating, special service, food, Drinks, Advertising as a VIP event sponsor.
- YES, I will be **PLATINUM Rose** Event Sponsor \_\_\_\_\_
- ☐ **True Friendship and Joy GOLD Rose - WELCOME PACKAGE SPONSOR \$800.00**  
Includes placement of signage ((Provided by your organization) at the entrance / SPECIAL recognition and introduction at banquet / print / media acknowledgement / 1 table for eight, priority seating, Table Wine, Advertising as an event sponsor
- YES, I will be **GOLD Rose** Event Sponsor \_\_\_\_\_
- ☐ **INDIVIDUAL Petals - \$75.00 - includes:** an amazing evening of Fun & Games
- YES, I would like **PETAL** Tickets \_\_\_\_\_

☐ **CASH DONATIONS –  
100% TAX RECEIPTABLE**  
Media acknowledgement will be provided

☐ **PRIZE DONATION**  
Prizes will be greatly appreciated.  
Media acknowledgement will be provided.

*Contact Coordinator for pick up or drop off point.*

☐ ENCLOSED IS A **CHEQUE PAYABLE TO: ROSEBUD HEALTH FOUNDATION**

☐ **MASTERCARD**    ☐ **VISA**

DATE CARD EXPIRES: \_\_\_\_\_ AMOUNT TO BE CHARGED: \_\_\_\_\_

PLEASE CHARGE TO CREDIT CARD NUMBER: \_\_\_\_\_

☐ **ETRANSFER: leone.regner@ahs.ca**

PRINT YOUR NAME/COMPANY: \_\_\_\_\_ / \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PHONE: \_\_\_\_\_

CONTACT NAME (PLEASE PRINT) \_\_\_\_\_

**Tax Receipting as Per Revenue Canada Guidelines**

**ROSEBUD HEALTH FOUNDATION**  
**P.O. Box 962 Didsbury, Alberta T0M 0W0**  
**If you require further Information**

**Please contact CO-ORDINATOR Leone Regner 403-660-5432**