



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
TUESDAY, OCTOBER 11, 2022, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of October 11, 2022
Motion: To adopt the agenda of October 11, 2022

4. ADOPTION OF MINUTES

- a) Adoption of minutes of September 26, 2022 (addendum 4.a)
Motion: To adopt the minutes of September 26, 2022



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

7. BYLAWS AND POLICIES

8. NEW BUSINESS

9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
i) Minutes from the September 26, 2022 meeting (addendum 9.b.i)



- c) EXTERNAL RELATIONS COMMITTEE
d) POLICY & GOVERNANCE COMMITTEE
e) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
f) MOUNTAIN VIEW REGIONAL WATER COMMISSION
g) MOUNTAIN VIEW SENIORS HOUSING
h) MUNICIPAL AREA PARTNERSHIP

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- i) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- j) 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) Facility request-Pawsitive Haven (addendum 11.a)



12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

- a) Section 197 of the MGA states that Council and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Privacy (FOIP) (s. 16 to 29).

17. ADJOURNMENT

MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 26, 2022, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts, and Wilcox, Director of Legislative & Corporate Services Shannon Allison, Director of Planning & Development Kirk Williscroft, CAO Rick Blair and Executive Assistant Kayleigh Van Es
ABSENT:	Mayor Colby
CALL TO ORDER:	Deputy Mayor Allan called the meeting of September 26, 2022, to order at 7:12 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 253/22	Motion by Councilor Roberts to adopt the Regular Council agenda of September 26, 2022, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 254/22	Motion by Councilor Ratz to adopt the Regular Council minutes of September 12, 2022, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Nil
BYLAWS & POLICIES:	1. Bylaw No. 2030 Land Use Redesignation - K. Williscroft spoke to Bylaw No. 2030 Land Use Redesignation. Referring to 0.72 hectares located in Lots 1-14, Block 10, and Plan 2111948.
Motion 255/22	Motion by Councilor Ball to give second reading of Bylaw No. 2030 Land Use Redesignation. CARRIED
Motion 256/22	Motion by Councilor Fricke to give third and final reading of Bylaw No. 2030 Land Use Redesignation. CARRIED
	2. Bylaw No. 2031 Land Use Redesignation - K. Williscroft spoke to Bylaw 2031 Land Use Redesignation. Referring to 10.11 hectares located in Lot 4, Block 6, and Plan 1210982.
Motion 257/22	Motion by Councilor Ratz to give second reading of Bylaw No. 2031 Land Use Redesignation. CARRIED
Motion 258/22	Motion by Councilor Ball to give third and final reading of Bylaw No. 2030 Land Use Redesignation. CARRIED
	3. Bylaw No. 2032 Temporary Borrowing Bylaw
Motion 259/22	Motion by Councilor Wilcox to give first reading of Bylaw No. 2032 Temporary Borrowing Bylaw. CARRIED
Motion 260/22	Motion by Councilor Ratz to give second reading of Bylaw No. 2032 Temporary Borrowing Bylaw. CARRIED
Motion 261/22	Motion by Councilor Fricke to move to third reading of Bylaw No. 2032 Temporary Borrowing Bylaw. CARRIED UNANIMOUSLY
Motion 262/22	Motion by Councilor Ball to give third and final reading of Bylaw No. 2032 Temporary Borrowing Bylaw. CARRIED

4. Bylaw No. 877 Borrowing Bylaw - Amended
-S. Allison spoke to the changes to Bylaw No. 877 Borrowing Bylaw.

Motion 263/22 Motion by Councilor Ball to give first reading of Bylaw No. 877 Borrowing Bylaw as amended.
CARRIED

Motion 264/22 Motion by Councilor Wilcox to give second reading of Bylaw No. 877 Borrowing Bylaw as amended.
CARRIED

Motion 265/22 Motion by Councilor Ratz to move to third reading of Bylaw No. 877 Borrowing Bylaw as amended.
CARRIED UNANIMOUSLY

Motion 266/22 Motion by Councilor Roberts to give third and final reading of Bylaw No. 877 Borrowing Bylaw as amended.
CARRIED

5. Bylaw No. 1084 Borrowing 2019 Mandalay (Transportation) Agreement Bylaw - Amended
-S. Allison spoke to the changes to Bylaw No. 1084 Borrowing (Transportation) Bylaw.

Motion 267/22 Motion by Councilor Ratz to give first reading of Bylaw No. 1084 Borrowing 2019 Mandalay (Transportation) Agreement Bylaw as amended.
CARRIED

Motion 268/22 Motion by Councilor Wilcox to give second reading of Bylaw No. 1084 Borrowing 2019 Mandalay (Transportation) Agreement Bylaw as amended.
CARRIED

Motion 269/22 Motion by Councilor Ball to move to third reading of Bylaw No. 1084 Borrowing 2019 Mandalay (Transportation) Agreement Bylaw as amended.
CARRIED UNANIMOUSLY

Motion 270/22 Motion by Councilor Fricke to give third and final reading of Bylaw No. 1084 Borrowing 2019 Mandalay (Transportation) Agreement Bylaw as amended.
CARRIED

6. Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Agreement Bylaw - Amended
- S. Allison spoke to the changes to Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Bylaw.

Motion 271/22 Motion by Councilor Roberts to give first reading of Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Agreement Bylaw as amended.
CARRIED

Motion 272/22 Motion by Councilor Fricke to give second reading of Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Agreement Bylaw as amended.
CARRIED

Motion 273/22 Motion by Councilor Ratz to move to third reading of Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Agreement Bylaw as amended.
CARRIED UNANIMOUSLY

Motion 274/22 Motion by Councilor Ball to give third and final reading of Bylaw No. 1085 Borrowing 2019 Mandalay (Water) Agreement Bylaw as amended.
CARRIED

7. Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw-Amended
-S. Allison spoke to the changes for Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw.

Motion 275/22 Motion by Councilor Wilcox to give first reading of Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw as amended.

CARRIED

Motion 276/22 Motion by Councilor Roberts to give second reading of Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw as amended.

CARRIED

Motion 277/22 Motion by Councilor Ratz to move to third reading of Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw as amended.

CARRIED UNANIMOUSLY

Motion 278/22 Motion by Councilor Fricke to give third and final reading of Bylaw No. 1086 Borrowing 2019 Mandalay (Sanitary) Agreement Bylaw as amended.

CARRIED

8. Planning Procedure Policies
-Councilor Fricke spoke to the Planning Process Policies that was presented at the Policy and Governance Committee Meeting, it was recommended that the Policy be brought to Council with the recommendation to adopt the Planning Process Policies as an official Policy.

K. Williscroft explained the Planning Process Policies to the rest of Council.

Council Commended Kirk for a job well done.

Motion 279/22 Motion by Councilor Ball to adopt the Carstairs Planning Procedure Policies Policy as presented.

CARRIED

NEW BUSINESS: Nil

- COMMITTEE REPORTS:**
- 1. Legislative & Emergency Services Committee**
 - Councilor Ball gave an oral report of the meeting that occurred on September 20, 2022.
 - Next meeting October 18, 2022.
 - 2. Strategic Planning & Corporate Affairs Committee**
 - Councilor Roberts gave an oral report of the meeting that occurred today, September 26, 2022. Utilization reports were supplied for the Carstairs Memorial Arena and it was found the arena is underutilized at this time.
 - Next meeting October 24, 2022.
 - 3. Policy & Governance Committee**
 - Councilor Fricke gave an oral report of the meeting that occurred on September 15, 2022.
 - Next meeting October 20, 2022.
 - 4. Mountain View Regional Waste Commission**
 - Councilor Wilcox gave an oral report of the meeting and tour that occurred today, September 26, 2022.
 - 5. Mountain View Regional Water Commission**
 - Councilor Roberts gave an oral report of the meeting that occurred on September 14, 2022.
 - Next meeting is September 14, 2022.
 - 6. Mountain View Seniors’ Housing**
 - Councilor Ratz gave an oral report from the Board retreat that occurred on September 16, 2022.
 - Next meeting October 6, 2022.
 - 7. Municipal Area Partnership**
 - Nothing to report at this time.
 - Next meeting is September 29, 2022.
 - 8. Carstairs Community Development & Economic Partnership (CCD&EP)**
 - Nothing to report at this time.

9. Central Alberta Economic Partnership (CAEP)

- Nothing to report at this time.
- Next meeting November 2022.

Motion 280/22

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

CARRIED

COUNCILOR REPORTS:

Councilor Ball

- September 13, 2022 attended the Landmark West Villas ground breaking ceremony.
- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 18, 2022 attended BBQ event for the Rock Church.
- September 20, 2022 attended the Legislative & Emergency Service Committee meeting.
- September 21 - 23, 2022 attended the Alberta Municipalities fall conference in Calgary.
- September 22, 2022 met with Danielle Smith (UCP)
- September 26, 2022 attended Strategic Planning & Corporate affairs committee meeting.

Councilor Fricke

- September 13, 2022 attended the Landmark West Villas ground breaking ceremony.
- September 15, 2022 attended the Policy & Governance Committee meeting.
- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 20, 2022 attended the Land Use Development Approvals course offered through EODP pre-convention.
- September 21 - 23, 2022 attended the Alberta Municipalities fall conference in Calgary.
- September 24, 2022 morning participated in the Carstairs Nature Space Scarecrow Trail-run and event.
- September 24, 2022 evening attended the Didsbury RCMP Regimental Ball.

Councilor Ratz

- September 13, 2022 attended the Landmark West Villas ground breaking ceremony.
- September 15, 2022 attended MVSH Golf Tournament in Sundre.
- September 16, 2022 attended the ASHA Board meeting and MVSH Board retreat.
- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 19, 2022 master of ceremonies for Queen Elizabeth's II memorial Ceremony at the Legion.
- September 20, 2022 attended the Legislative & Emergency Service Committee meeting.
- September 21 - 23, 2022 attended the Alberta Municipalities fall conference in Calgary.
- September 24, 2022 attended the Didsbury RCMP Regimental Ball.

Councilor Roberts

- September 13, 2022 attended the Landmark West Villas ground breaking ceremony.
- September 14, 2022 attended Mountain View Regional Water Commission meeting.
- September 15, 2022 attended the Policy and Governance Committee meeting.
- September 15, 2022 attended MVSH Golf Tournament in Sundre.
- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 21 - 23, 2022 attended the Alberta Municipalities fall conference in Calgary.
- September 24, 2022 morning participated in the Carstairs Nature Space Scarecrow Trail event.
- September 24, 2022 evening attended the Didsbury RCMP Regimental Ball.
- September 26, 2022 attended Strategic Planning & Corporate affairs committee meeting.

Councilor Wilcox

- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 19, 2022 attended Queen Elizabeth's II memorial Ceremony in Didsbury.
- September 20, 2022 attended public engagement course offered through Alberta Municipalities pre-convention.
- September 21 - 23, 2022 attended the Alberta Municipalities fall conference in Calgary.
- September 24, 2022 attended the Moccasin House board meeting.
- September 24, 2022 evening attended the Didsbury RCMP Regimental Ball.
- September 26, 2022 attended Mountain View Regional Waste Commission meeting and site tour.

Deputy Mayor Allan

- September 13, 2022 attended the Landmark West Villas ground breaking ceremony.
- September 16, 2022 attended former CAO Carl McDonnells retirement dinner.
- September 18, 2022 attended BBQ event for the Rock Church.
- September 20, 2022 attended the Legislative & Emergency Service Committee meeting.
- September 22, 2022 met with Danielle Smith (UCP)
- September 24, 2022 evening attended the Didsbury RCMP Regimental Ball.

Motion 281/22

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

CARRIED

CORRESPONDENCE:

1. Carstairs Minor Hockey Association letter

CAO'S REPORT:

- Ground breaking Ceremony
- Former CAOs Retirement Dinner
- BBQ for the Rock Church
- Alberta Municipalities fall Conference
- RCMP Regimental Ball

Motion 282/22

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

CARRIED

COUNCILOR CONCERNS:

Councilor Fricke – received an inquiry regarding walking path development connecting to the new Scarlett ranch subdivision. To which CAO Blair disclosed that the directors of Planning & Development as well as Operations are working on a plan.

Motion 283/22

Motion by Councilor Ratz to accept Councilor concerns as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING:

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

Motion 284/22

Motion by Councilor Wilcox that Council closes the meeting to the public at 7:40 p.m. to discuss closed meeting session items.

CARRIED

Motion 285/22

Motion by Councilor Ball to come out of the closed meeting session at 8:12 p.m.

CARRIED

NEXT MEETING:

Tuesday, October 11, 2022 at 7:00 p.m.

ADJOURNMENT:

Motion 286/22

Motion by Councilor Roberts to adjourn the meeting of September 26, 2022, at 8: 14 p.m.

CARRIED

Dean Allan, Deputy Mayor

Rick Blair, CAO

**MINUTES OF THE STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
MONDAY, SEPTEMBER 26, 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 September 26, 2022 to order at 5:52 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ball to adopt the agenda of September 26, 2022, as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Fricke to adopt the minutes of August 22, 2022 as presented.

CARRIED

UNFINISHED BUSINESS: **1. Utilization Reports from the Carstairs Memorial Arena**
CAO Blair spoke to the Utilizations reports for the Carstairs Memorial Arena.

Motion by Councilor Ball to accept the Carstairs Memorial Arena Utilization reports as information and circulate to the rest of Council.

CARRIED

2. Communities in Bloom

The committee reviewed the program for Communities in Bloom. Councilor Roberts, Ball and Fricke agreed that the program was not a good fit at this time.

Motion by Councilor Fricke to accept the Communities in Bloom as information

CARRIED

NEW BUSINESS: **1. Queen's Jubilee Medal**

Councilor Fricke brought the article from the Alberta Municipalities Conference. The committee reviewed the Nomination process for the Queen's Platinum Jubilee Medal.

Motion by Councilor Fricke to accept the Queen's Jubilee Medal as information and the Committee members will gather more information.

CARRIED

REPORTS: **1. Financial Reports**
CAO Blair summarized the Financial reports. Nothing outstanding to report.

a) Summary Report (Ending August 31, 2022)

b) Financial Report (Ending August 31, 2022)

c) Revenue and Expense Report (Ending August 31, 2022)

d) Capital Projects Report (Ending August 31, 2022)

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

CARRIED

3. Development Reports

CAO Blair spoke to the reports.

a) Building Permit Listing (Ending September 13, 2022)

b) Compliance Listing (Ending September 13, 2022)

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

CARRIED

4. Planning Reports:

-Nothing to report at this time.

5. Carstairs Community Golf Club

CAO Blair spoke to the Golf Course starting the wind down for the season. Budgets are in progress.

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

CARRIED

GENERAL DISCUSSION: Councilor Ball

Inquired about the Kitstone development to which CAO Blair answered that it is in progress but waiting on documents and research to finish up.

Motion by Councilor Fricke to accept General Discussions as information.

CARRIED

NEXT MEETING: Monday October 24, 2022, at 5:30 p.m.

ADJOURNMENT: Motion by Councilor Fricke to adjourn the meeting of September 26, 2022, at 6:23 p.m.

CARRIED

Councilor Roberts, Chair Person

Rick Blair, CAO

September 26, 2022

To whom it may concern,

We are renting the Carstairs Community Hall to host a New Years Eve Party and Fundraiser for the Pawsitive Haven Animal Rescue. We will also be making donations to Sierra Keim and The Ruff Start Animal Rescue. I have also reached out to the Grad class to see if they would be interested in offering safe rides home by donation to them. I am writing to see if it would be possible to get a discount on the hall for this event, the more money we save on hosting the event the more money we can share with all the charities and groups involved.

Thank you for your consideration,

Ashley Reid

Founder

Pawsitive Haven Animal Rescue