



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

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of June 26, 2023
Motion: To adopt the agenda of June 26, 2023

4. ADOPTION OF MINUTES

- 4 - 6 a) Adoption of minutes of June 12, 2023 (addendum 4.a)
Motion: To adopt the minutes of June 12, 2023



5. BUSINESS ARISING FROM PREVIOUS MEETING

- 7 - 9 a) Policy No. 72-99-001-23 Municipal Campground Policy-Amended
(addendum 5.a)



6. DELEGATIONS

7. BYLAWS AND POLICIES

- 10 - 14 a) Bylaw No. 996 Residential Community Standards-Amended (addendum
7.a)



- 15 - 19 b) Bylaw No. 999 Industrial District Standards-Amended (addendum 7.b)



- 20 - 24 c) Bylaw No. 1000 Commercial District Standards (addendum 7.c)



8. NEW BUSINESS

- 25 a) Carstairs Public Library Board Resignation-Lucie Salucop (addendum 8.a)



- 26 - 29 b) Alberta Municipalities-Convention & Trade Show (addendum 8.b)



9. COMMITTEE REPORTS

30 - 31

a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE

i) Minutes of the June 20, 2023 meeting (addendum 9.a.i)



b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

c) POLICY & GOVERNANCE COMMITTEE

32 - 33

i) Minutes of the June 15, 2023 meeting (addendum 9.c.i)



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

34

a) Letter-Minister McIver (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, JUNE 12, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES:	Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, & Wilcox Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Councilor Roberts
CALL TO ORDER:	Mayor Colby called the meeting of Monday, June 12, 2023, to order at 6:55 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA:	
Motion 208/23	Motion by Councilor Ball to adopt the Regular Council agenda of June 12, 2023, as presented. CARRIED
ADOPTION OF PREVIOUS MINUTES:	
Motion 209/23	Motion by Councilor Allan to adopt the Regular Council minutes of May 23, 2023, as presented. CARRIED
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	1. Presentation of the Town of Carstairs 2022-2023 Provincial Sports Awards Council presented Provincial Sports Awards to local students and coaches who competed at the provincial level in their sports for the 2022-2023 season. 2. R.C.M.P Presentation-Staff Sergeant Stephan Browne Staff Sergeant Browne of the Didsbury R.C.M.P detachment provided a summary of the past year in the Town of Carstairs in regard to crime statistics.
BYLAWS & POLICIES:	1. Bylaw 2042-Borrowing Bylaw Land Purchase Motion 210/23 Motion by Councilor Ratz to give first reading of Bylaw 2042-Borrowing Bylaw Land Purchase as presented. CARRIED 2. Bylaw 2043-Borrowing Bylaw Capital Equipment Motion 211/23 Motion by Councilor Wilcox to give first reading of Bylaw No. 2043 Borrowing Bylaw Capital Equipment as presented. CARRIED Motion 212/23 Motion by Councilor Fricke to give second reading of Bylaw No. 2043 Borrowing Bylaw Capital Equipment as presented. CARRIED Motion 213/23 Motion by Councilor Allan to move to third and final reading of Bylaw No. 2043 Borrowing Bylaw Capital Equipment as presented. UNANIMOUSLY CARRIED Motion 214/23 Motion by Councilor Ball to give third and final reading of Bylaw No. 2043 Borrowing Bylaw Capital Equipment as presented. CARRIED
NEW BUSINESS:	1. Carstairs Public Library Board Appointment-Jen Awde Motion 215/23 Motion by Councilor Wilcox to appoint Jen Awde to the Carstairs Public Library Board for a 3-year term. CARRIED
COMMITTEE REPORTS:	1. Legislative & Emergency Services Committee - Next meeting June 20, 2023. 2. Strategic Planning & Corporate Affairs Committee - Council reviewed the Minutes of the May 23, 2023 Strategic Planning & Corporate Affairs Committee meeting. Next meeting June

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	26, 2023.	
	3. Policy & Governance Committee - Next meeting June 15, 2023.	
	4. Mountain View Regional Waste Commission - Nothing to report at this time. Next meeting to be announced.	
	5. Mountain View Regional Water Commission - Next meeting June 15, 2023.	
	6. Mountain View Seniors' Housing - Councilor Ratz gave a verbal report on the meeting that occurred on June 1, 2023. Next meeting July 7, 2023	
	7. Municipal Area Partnership - Nothing to report at this time.	
Motion 216/23	Motion by Councilor Wilcox to accept all Committee Reports as information.	CARRIED
COUNCILOR REPORTS:	Councilor Allan - June 4, 2023, attended the Carstairs Heritage Fest.	
	Councilor Ball - June 4, 2023, attended the Carstairs Heritage Fest. Very well attended.	
	Councilor Fricke - June 4, 2023, attended the Carstairs Heritage Fest.	
	Councilor Ratz - June 4, 2023, volunteered at the Carstairs Heritage Fest, selling 50/50 tickets, an estimated 3000 people attended with 9 pipe bands. Expressed thanks to the town and staff for helping to organize and prepare for set up and take-down of the festival.	
	Councilor Roberts - Absent	
	Councilor Wilcox - June 3, 2023, attended Olds College Convocation. - June 4, 2023, attended the Carstairs Heritage Fest. - June 7, 2023, attended Carstairs Public Library Board meeting.	
	Mayor Colby - June 4, 2023, attended the Carstairs Heritage Fest, the 9 pipe bands were very pleased with the event. Echoed the large number of attendees as well as expressed thanks to the town and staff for their hard work at the event.	
Motion 217/23	Motion by Councilor Ball to accept all Councilor Reports as information.	CARRIED
CORRESPONDENCE:	1. Canada Post Community Foundation Council received a letter requesting that funds be donated to the Canada Post Community Foundation.	
Motion 218/23	Motion by Councilor Allan to accept the all Correspondence as information.	CARRIED
CAO'S REPORT:	<ul style="list-style-type: none">- Ongoing meetings with Kitstone developers.- Met with the CrossFit gym in regard to the structural engineer's recommendations.- May 30, 2023, met at the Carstairs Public Library regarding new carpet in the facility.- June 1, 2023, met with Principal in Waiting Dean Nielsen regarding the relationship with the Town of Carstairs and how to proceed.- June 5, 2023, reviewed the Shaw franchise agreement.- June 6, 2023, started Golf Course weekly meeting.- June 7, 2023, monthly planning and engineering meeting.- TELUS will be installing fibre line.- Pickleball court pricing has returned, and the current tennis courts will be converted to four pickleball courts, followed by the	

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	refurbishment of the unused batting cage for the new placement of the basketball courts.	
	<ul style="list-style-type: none">- Working with Golf Course on inventory, and wage and food costs.- Continuing discussions with E360.- Event application meetings for large-scale events, that will include pre-event on-site meetings to ensure communication for all parties involved.	
Motion 219/23	Motion by Councilor Fricke to accept CAO’s Report as information.	CARRIED
COUNCILOR CONCERNS:	1. Councilor Fricke <ul style="list-style-type: none">- Received phone calls about the Kitstone conceptual scheme from residents. The conceptual approach was reiterated as just an idea, not a firm plan.	
Motion 220/23	Motion by Councilor Ratz to accept Councilor Concerns as information.	CARRIED
PUBLIC QUESTION PERIOD:	Nil	
MEDIA QUESTION PERIOD:	Nil	
CLOSED MEETING:	<i>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).</i>	
Motion 221/23	Motion by Councilor Allan that Council close the meeting to the public at 7:52 p.m. to discuss closed meeting session items.	CARRIED
Motion 222/23	Motion by Councilor Ball to come out of the closed meeting session at 8:34 p.m.	CARRIED
NEXT MEETING:	Monday, June 26, 2023 at 7:00 p.m.	
ADJOURNMENT:		
Motion 223/23	Motion by Councilor Fricke to adjourn the meeting of June 12, 2023, at 8:36 p.m.	CARRIED

Mayor, Lance Colby

Director of Corporate & Legislative Services,
Shannon Allison



Town of Carstairs

Policy No.: **Municipal Campground**
Policy No. 72-99-001-18 23
(Repeals Policy No. 72-99-001-18)
(Repeals Policy No. 7110)

Amended: **April 23, 2018**
June 26, 2023

Adopted by: **Council**

Policy Statement:

~~The purpose of this policy is to establish guidelines for the operation and use of the Carstairs Municipal Campground.~~ This policy aims to establish guidelines for the operation and use of the Carstairs Municipal Campground.

Definitions:

Individual site usage means the use of one campground site by a registered guest.

Daily Rate means a registration for a one-day period.

~~a. Camping Unit means recreational vehicle, trailer or tent.~~

Responsibilities:

a. Director of Operational Services:

- i. Shall oversee all operations and maintenance of the campground including; providing appropriate ~~stalling~~ **staffing** levels ~~so as to maintain the appearance of the sites, and playground common areas, and to maintain the cleanliness of the washrooms, showers, and camp kitchen.~~
- ii. Ensure that quality customer service is provided.
- iii. Provide to Council and the Chief Administrative Officer yearly, in August, with recommendations as to proposed campground fees for the next calendar year.

Guidelines:

a. Fees:

- i. Recreational Vehicles shall be a daily rate as set out in the current Rates and Fees Bylaw, Schedule "B".

- ii. Tents shall be a daily rate as set out in the current Rates and Fees Bylaw, Schedule "B".

b. ~~Reservations:~~

- i. ~~Reservations are not accepted for groups of less than five units.~~
- ii. ~~Reservations for groups of five or more than five will be accepted only in the off season (May/June and September/October).~~
- iii. ~~Reservations must be in writing and must be followed up with written confirmation from the Town.~~
- iv. ~~Any group reservation for five or more units must be a request for two or more nights.~~

c. Registrations:

- i. Guests must self-register upon arrival at the campground.
- ii. Guests may pay cash **or Debit** in Canadian currency or ~~cheques made payable to the Town of Carstairs.~~
- iii. ~~In the event that a site is occupied by an unpaid patron, staff of the Town of Carstairs appointed by the Director of Operational Services, or the D.O.S. will request payment from the occupant. Upon failure to do so, the patron will be asked to leave the campground.~~ **Failure to register and pay for an individual site will result in eviction from the Carstairs Municipal Campground.**

d. Rules and Regulations:

- i. Campsites must be kept neat and tidy at all times.
- ii. Quiet hours are in effect from ~~10:30 pm until 7:00 am.~~ **9:00 p.m. and 7:00 a.m. on weekdays or 9:00 p.m. and 8:00 a.m. on Saturdays, Sundays, and holidays.**
- iii. Pets must be kept on a leash at all times.
- iv. Pet owners are responsible for cleaning up any feces left by their pets.
- v. Consumption of liquor must be contained within the individual sites.
- vi. Fires are restricted to designated campsites.
- vii. No vehicles are allowed in grassed areas.
- viii. Removal of firewood from the campground is prohibited.
- ix. Check-out time is twelve (12) noon.
- x. Campground showers are for **registered** guests only.
- xi. Use of the showers by non-registered guests will result in mandatory registration and is subject to daily rates.
- xii. Rate changes and check out times are subject to change without notice.

End of Policy

/Carstairs04180623

Signatures:

M__/23 Policy No. 72-99-001-23 adopted at Council on **Monday, June 26, 2023**

Mayor, Lance Colby

**Director of Corporate & Legislative Services,
Shannon Allison**

Bylaw No. 996 - Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, to regulate Neighborhood Nuisance, Safety and Livability Issues.

WHEREAS, Section 7(a) of the Municipal Government Act, Chapter M-26RSA 2010 as amended; a council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, the Municipal Government Act authorizes a municipality to pass bylaws respecting nuisances, including unsightly property;

AND WHEREAS it is desirable for regulations which affect neighborhood livability to be located, as much as possible, in one bylaw;

NOW THEREFORE, the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw shall be cited as the **“Residential Community Standards Bylaw”**.
2. The owner of any real property, as registered on title at the Land Titles Office is ultimately responsible for all activities on the property which may constitute prohibition of this Bylaw.
3. Nothing in this Bylaw relieves a Person from complying with any Federal or Provincial law or regulation, other bylaw or any requirements of any lawful permit order or license.
4. Where this Bylaw refers to another Act, bylaw, regulation or agency, it includes references to any Act, bylaw, regulation or agency that may be substituted therefore.
5. Every provision of this Bylaw is independent of all other provision and if any provision of this Bylaw is declared invalid for any reason by a Court or competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
6. In this Bylaw:

“Automobile Parts” includes, but is not limited to, any vehicle part or collection of vehicles parts, or one or more vehicles that are dilapidated, derelict or not in operable condition;

“Bylaw Enforcement Officer” means a person authorized by Council to carry out the provisions of this bylaw, or the Chief Administrative Officer of the Town of Carstairs, or a member of the Royal Canadian Mounted Police;

~~**“Chief Administrative Officer”** means a person appointed as such under the Municipal Government Act by the Town of Carstairs Council;~~

“Lane” means an alley intended primarily for access to the rear of the Premises;

“Litter” means any solid or liquid material or product or combination of products but not limited to: any rubbish, refuse, garbage, paper, package, container, bottle, can, manure, plant or tree material, human or animal excrement or sewage or the whole or part of an animal carcass or the whole or part of any article, raw or processed material which can be used for construction of building.

“Officer” includes a Bylaw Enforcement Officer and a member of the RCMP.

“Owner” includes a corporation other legal entities and an individual having charge or control of a premises; the owner of any real property, as registered on title at the Land Titles Office.

“Pest” means any animal, rodent, bird, reptile, or insect which causes, or could reasonably be expected to cause, annoyance or damage, or injury to any person, or animal, or plant.

“Premises” includes the external surface of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to any building of buildings;

“Remedial Order” means an order written pursuant to Section 545 and Section 546 of the Municipal Government Act.

“Structure” means a building, garage, shed, fence or other improvement erected or place in, on, over or under land, whether or not it is affixed to the land;

“Work Forces” include employees of the Town of Carstairs and Person under contract to The Town.

“Boulevard” means the strip of land between the curb and the property line.

“**Graffiti**” means words, figures, letters, drawings or stickers applied, scribbled, scratched, etched, sprayed or attached on or to the surface of any Premises, Structure, or other property.

“**Weed**” means a wild plant that grows in an unwanted place and is usually of vigorous growth.

UNTIDY PROPERTIES

7. Scope

- a. The standards, requirements and prohibitions contained in this Part shall apply to:
 - i. Residential Zoned Premises;
 - ii. Vacant lots within residential zoned areas;

8. Accumulation of Materials

- a. No owner of a Premise shall allow on the Premise, the accumulation of:
 - i. Any material that creates unpleasant odors;
 - ii. Any material likely to attract pests; or
 - iii. Animal remains, parts of animal remains, or animal feces.
- b. Loose garbage;
- c. Bottles, cans, boxes or packaging materials;
- d. Household furniture or other household goods;
- e. Automobiles (derelict)
- f. Automobile Parts;
- g. Parts of or disassembled machinery, equipment or appliances; and
- h. Yard waste, including grass, tree and hedge cuttings.
- i. Appliances, Fridges and Freezers.
- j. No owner of a premise shall allow the open or exposed storage on the Premises of any industrial fluid , including engine oil, brake fluid or antifreeze
- k. Weeds
- l. No owner shall permit the proliferation of any insect or other pest that is likely to spread disease, be destructive or dangerous or otherwise become a nuisance

9. Outdoor Storage of Building Materials

- a. No owner of real property shall allow on the Premise the accumulation of building materials, whether new or used, unless that the owner or occupier can establish that a construction or renovation undertaking is being carried out on the Premise or for the normal course of the permitted business.

Any persons that hold a valid Town of Carstairs Building Permit may be exempt from this clause.

NUISANCES ESCAPING PROPERTY

10. Water, Eavestroughs and Downspouts

- a. No owner of a Premise shall allow a flow of water from a hose, eave or similar device on the Premise to be directed towards an adjacent premise.

WEEDS, GRASS AND TREES

11. Weed Inspectors

- a. The Chief Administrative Officer may appoint Weed Inspectors to enforce the Weed Control Act, S.A. 2008

12. **Noxious Weeds**

- a. Owners must control the growth of noxious weeds and must destroy any prohibited noxious weeds on their property as per the Weed Control Act, S.A. 2008.

13. **Grass/Weed Control**

- a. No owner of a Premise shall allow grass or weeds on the Premise to exceed 15 centimeters.

14. **Trees**

- a. Owner shall prune, remove or otherwise maintain trees and shrubs that interfere with or endanger traffic control devices, utility lines, poles, pipes, sewers, sidewalks, streets and alleyways or other works of the Town or Public Utility.
- b. No person shall plant trees or shrubbery on Town Lands or cause trees or shrubbery to be planted on Town Lands without prior written authorization from the Chief Administrative Officer.

The above section shall apply to vacant lots within residential areas and the grass on any boulevard that lies directly between the boundary of a parcel of land and an adjacent highway, road or alley.

15. **Sidewalks**

- a. The Owner or Occupier of any premise within the Town of Carstairs shall remove and clear away all snow, ice, dirt or other obstructions from the sidewalk adjoining such premises within seventy two (72) hours.
- b. No owner shall place or allow to be placed any obstruction on any sidewalk, street or roadway without written consent of the Town of Carstairs.

MAINTENANCE OF BUILDINGS, STRUCTURES AND FENCES

~~16. Interpretation~~

16. For the purpose of this Part:

- a. **“Fence”** includes a privately built fence and a developer-built community screening fence;
- b. **“Good Repair”** means a condition where something is free from;
 - i. Significant damage;
 - ii. Rot or other significant deterioration;
- c. **“Structure”** includes any building, retaining wall, shed or portable shack.

17. **Obligation to Maintain**

- a. No owner or occupier of a Premise shall allow a Structure or Fence to become a safety hazard.
- b. Every owner or occupier of a Premise shall ensure the following are maintained in Good Repair;
 - i. Fences and their structural members;
 - ii. Structures and their structural members including:
 - Foundations and foundation walls;
 - Exterior walls and their components;
 - Roofs;
 - Windows and their casings;
 - Doors and their frames;
 - iii. Protective or decorative finishes of all exterior surfaces of a Structure or Fence; and
 - iv. Exterior stairs, landings, porches, balconies and decks.
 - v. Vacant buildings must be secured at all times.

ADDRESSING

18. The owner of a Premise on which a dwelling unit has been erected or is under construction shall display the number assigned to the property at the location plainly visible from the street in front of the Premise to which the property is addressed. Minimum 3 inches in size.

LIGHT

19. No owner or occupier of a Premise shall allow an outdoor light to shine directly into the living or sleeping areas of an adjacent dwelling house.

GRAFFITI PREVENTION AND ABATEMENT

20. Owners must ensure that any graffiti that has been applied to their property is repaired/removed. If the graffiti is offensive in nature it must be removed within 24 hours, otherwise it must be removed within one week. In addition no person shall create or apply Graffiti on or to any;

- a. Publically owned property or premises.

LITTERING

21. No person shall place, deposit, or throw any litter upon any:

- a. Street;
- b. Land;
- c. Sidewalk;
- d. Parking lots;
- e. Recycle Centre
- f. Park;
- g. Playground;
- h. Water course or;
- i. Other public place

22. All private or general contractors shall during the construction, renovation or demolition of a building, keep the land in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent from blowing onto any other Private or public property.

STORAGE ON TOWN PROPERTY

23. No person shall place, pile or store any material or equipment on Town owned property without first obtaining approval for such purpose from the C.A.O. for the Town of Carstairs.

REMEDIAL ORDERS AND APPEALS

24. Every Remedial Order written with respect to this Bylaw must:

- a. Indicate the Person to whom it is directed;
- b. Identify the property to which the Remedial Order related by municipal address or legal description;
- c. Identify the date that is issued;
- d. Identify how the Premise fails to comply with this or another bylaw;
- e. Identify the specific provision of the Bylaw the Premise contravenes;
- f. Identify the nature of the remedial action required to be taken to bring the Premise into compliance;
- g. Identify the time within which the remedial action must be completed.

- h. Indicate that if the required remedial action is not completed within the time specified, the Town may take whatever action or measures are necessary to remedy the contravention;
- i. Indicated that the expenses and costs referred to in this Section may be attached to the tax roll of the property if such costs are not paid by the specified time;
- j. Indicate that an appeal lies from the Remedial Order to the town Council, if a notice of appeal is filed in writing with the Chief Administrative Officer within seven days of the receipt of the Remedial Order.

25. Every Person who fails to comply with a Remedial Order issued pursuant to this Bylaw within the time set out in the Remedial Order commits an offence.

ENFORCEMENT

26. Any person who contravenes any provision of this Bylaw by:
- a. Doing any act which the Person is prohibited from doing; or
 - b. Failing to do any act the Person is required to do: is guilty of an offence.
27. All fines for contravention of this Bylaw are outlined in schedule “R” of the current Rates and Fees Bylaw.
28. This Bylaw is to amend the amended Bylaw No. 996
29. This Bylaw shall come in force and effect on the final date of passing thereof.

READ A FIRST TIME THIS XXRD DAY OF XXX, A.D., 20XX

READ A SECOND TIME THIS X XRD DAY OF XXX, A.D., 20XX

READ A THIRD AND FINAL TIME THIS X XRD DAY OF XXX, A.D., 20XX

Lance Colby, Mayor

Shannon Allison,
Director of Corporate & Legislative Services

Bylaw No. 999 - Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, to regulate Industrial Nuisance, Safety and Livability Issues.

WHEREAS, Section 7(a) of the Municipal Government Act, Chapter M-26RSA 2010 as amended; a council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, the Municipal Government Act authorizes a municipality to pass bylaws respecting Industrial nuisances, including unsightly property;

AND WHEREAS it is desirable for regulations which affect neighborhood livability to be located, as much as possible, in one bylaw;

NOW THEREFORE, the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw shall be cited as the **“Industrial District Standards Bylaw”**.
2. The owner of any real property, as registered on title at the Land Titles Office is ultimately responsible for all activities on the property which may constitute prohibition of this Bylaw.
3. Nothing in this Bylaw relieves a Person from complying with any Federal or Provincial law or regulation, other bylaw or any requirements of any lawful permit order or license.
4. Where this Bylaw refers to another Act, bylaw, regulation or agency, it includes references to any Act, bylaw, regulation or agency that may be substituted therefore.
5. Every provision of this Bylaw is independent of all other provision and if any provision of this Bylaw is declared invalid for any reason by a Court or competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
6. In this Bylaw:

“Automobile Parts” includes, but is not limited to, any vehicle part or collection of vehicles parts, or one or more vehicles that are dilapidated, derelict or not in operable condition;

“Bylaw Enforcement Officer” means a person authorized by Council to carry out the provisions of this bylaw, or the Chief Administrative Officer of the Town of Carstairs, or a member of the Royal Canadian Mounted Police;

~~**“Chief Administrative Officer”** means a person appointed as such under the Municipal Government Act by the Town of Carstairs Council;~~

“Lane” means an alley intended primarily for access to the rear of the Premises;

“Litter” means any solid or liquid material or product or combination of products but not limited to: any rubbish, refuse, garbage, paper, package, container, bottle, can, manure, plant or tree material, human or animal excrement or sewage or the whole or part of an animal carcass or the whole or part of any article, raw or processed material which can be used for construction of building.

“Officer” includes a Bylaw Enforcement Officer and a member of the RCMP.

“Owner” includes a corporation other legal entities and an individual having charge or control of a premises; the owner of any real property, as registered on title at the Land Titles Office.

“Pest” means any animal, rodent, bird, reptile, or insect which causes, or could reasonably be expected to cause, annoyance or damage, or injury to any person, or animal, or plant.

“Premises” includes the external surface of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to any building of buildings;

“Remedial Order” means an order written pursuant to Section 545 and Section 546 of the Municipal Government Act.

“Structure” means a building, garage, shed, fence or other improvement erected or place in, on, over or under land, whether or not it is affixed to the land;

“Work Forces” include employees of the Town of Carstairs and Person under contract to The Town.

“Boulevard” means the strip of land between the curb and the property line.

“**Graffiti**” means words, figures, letters, drawings or stickers applied, scribbled, scratched, etched, sprayed or attached on or to the surface of any Premises, Structure, or other property.

“**Weed**” means a wild plant that grows in an unwanted place and is usually of vigorous growth.

UNTIDY PROPERTIES

7. Scope

- a. The standards, requirements and prohibitions contained in this Part shall apply to:
 - i. Industrial Zoned Premises;
 - ii. Vacant lots within Industrial zoned areas;

8. Accumulation of Materials

1. No owner of a Premise shall allow on the Premise, the accumulation of:
 - i. Any material that creates unpleasant odors;
 - ii. Any material likely to attract pests; or
 - iii. Animal remains, parts of animal remains, or animal feces.
- b. Loose garbage;
- c. Bottles, cans, boxes or packaging materials;
- d. Household furniture or other household goods;
- e. Automobiles (derelict)
- f. Automobile Parts;
- g. Parts of or disassembled machinery, equipment or appliances; and
- h. Yard waste, including grass, tree and hedge cuttings.
- i. Appliances, Fridges and Freezers.
- j. No owner of a premise shall allow the open or exposed storage on the Premises of any industrial fluid, including engine oil, brake fluid or antifreeze.
- k. **Weeds**
- l. **No owner shall permit the proliferation of any insect or other pest that is likely to spread disease, be destructive or dangerous or otherwise become a nuisance.**

9. Outdoor Storage of Building Materials

- a. No owner of real property shall allow on the Premise the accumulation of building materials, whether new or used, unless that the owner or occupier can establish that a construction or renovation undertaking is being carried out on the Premise or for the normal course of the permitted business.

Any persons that hold a valid Town of Carstairs Building Permit may be exempt from this clause.

NUISANCES ESCAPING PROPERTY

10. Water, Eavestroughs and Downspouts

- a. No owner of a Premise shall allow a flow of water from a hose, eave or similar device on the Premise to be directed towards an adjacent premise.

WEEDS, GRASS AND TREES

11. Weed Inspectors

- a. The Chief Administrative Officer may appoint Weed Inspectors to enforce the Weed Control Act, S.A. 2008

12. Noxious Weeds

- a. Owners must control the growth of noxious weeds and must destroy any prohibited noxious weeds on their property as per the Weed Control Act, S.A. 2008.

13. Grass/Weed Control

- a. No owner of a Premise shall allow grass or weeds on the Premise to exceed 15 centimeters.

14. Trees

- a. Owner shall prune, remove or otherwise maintain trees and shrubs that interfere with or endanger traffic control devices, utility lines, poles, pipes, sewers, sidewalks, streets and alleyways or other works of the Town or Public Utility.
- b. No person shall plant trees or shrubbery on Town Lands or cause trees or shrubbery to be planted on Town Lands without prior written authorization from the Chief Administrative Officer.

The above section shall apply to vacant lots within residential areas and the grass on any boulevard that lies directly between the boundary of a parcel of land and an adjacent highway, road or alley.

15. Sidewalks

- a. The Owner or Occupier of any premise within the Town of Carstairs shall remove and clear away all snow, ice, dirt or other obstructions from the sidewalk adjoining such premises within seventy two (72) hours.
- b. No owner shall place or allow to be placed any obstruction on any sidewalk, street or roadway without written consent of the Town of Carstairs.

MAINTENANCE OF BUILDINGS, STRUCTURES AND FENCES**~~16. Interpretation~~****16. For the purpose of this Part:**

- a. **“Fence”** includes a privately built fence and a developer-built community screening fence;
- b. **“Good Repair”** means a condition where something is free from;
 - i) Significant damage;
 - ii) Rot or other significant deterioration;
- c. **“Structure”** includes any building, retaining wall, shed or portable shack.

17. Obligation to Maintain

- a. No owner or occupier of a Premise shall allow a Structure or Fence to become a safety hazard.
- b. Every owner or occupier of a Premise shall ensure the following are maintained in Good Repair;
 - a. Fences and their structural members;
 - b. Structures and their structural members including:
 - Foundations and foundation walls;
 - Exterior walls and their components;
 - Roofs;
 - Windows and their casings;
 - Doors and their frames;
 - c. Protective or decorative finishes of all exterior surfaces of a Structure or Fence; and
 - d. Exterior stairs, landings, porches, balconies and decks.
 - e. Vacant buildings must be secured at all times.

ADDRESSING

18. The owner of a Premise on which a dwelling unit has been erected or is under construction shall display the number assigned to the property at the location plainly visible from the street in front of the Premise to which the property is addressed. Minimum 3 inches in size.

LIGHT

19. No owner or occupier of a Premise shall allow an outdoor light to shine directly into the living or sleeping areas of an adjacent dwelling house.

GRAFFITI PREVENTION AND ABATEMENT

20. Owners must ensure that any graffiti that has been applied to their property is repaired/removed. If the graffiti is offensive in nature it must be removed within 24 hours, otherwise it must be removed within one week. In addition no person shall create or apply Graffiti on or to any;

- a. Publically owned property or premises.

LITTERING

21. No person shall place, deposit, or throw any litter upon any:

- a. Street;
- b. Land;
- c. Sidewalk;
- d. Parking lots;
- e. Recycle Centre
- f. Park;
- g. Playground;
- h. Water course or;
- i. Other public place

22. All private or general contractors shall during the construction, renovation or demolition of a building, keep the land in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent from blowing onto any other private or public property.

STORAGE ON TOWN PROPERTY

23. No person shall place, pile or store any material or equipment on Town owned property without first obtaining approval for such purpose from the C.A.O. for the Town of Carstairs.

REMEDIAL ORDERS AND APPEALS

24. Every Remedial Order written with respect to this Bylaw must:

- a. Indicate the Person to whom it is directed;
- b. Identify the property to which the Remedial Order related by municipal address or legal description;
- c. Identify the date that is issued;
- d. Identify how the Premise fails to comply with this or another Bylaw;
- e. Identify the specific provision of the Bylaw the Premise contravenes;
- f. Identify the nature of the remedial action required to be taken to bring the Premise into compliance;
- g. Identify the time within which the remedial action must be completed.

- h. Indicate that if the required remedial action is not completed within the time specified, the Town may take whatever action or measures are necessary to remedy the contravention;
- i. Indicated that the expenses and costs referred to in this Section may be attached to the tax roll of the property if such costs are not paid by the specified time;
- j. Indicate that an appeal lies from the Remedial Order to the town Council, if a notice of appeal is filed in writing with the Chief Administrative Officer within seven days of the receipt of the Remedial Order.

25. Every Person who fails to comply with a Remedial Order issued pursuant to this Bylaw within the time set out in the Remedial Order commits an offence.

ENFORCEMENT

26. Any person who contravenes any provision of this Bylaw by:
- a. Doing any act which the Person is prohibited from doing; or
 - b. Failing to do any act the Person is required to do: is guilty of an offence.
27. All fines for contravention of this Bylaw are outlined in schedule “S” of the current Rates & Fees Bylaw.
28. This Bylaw is to amend the amended Bylaw No. 999 and which repealed Nuisance Bylaw 891 & Bylaw 901.
29. This Bylaw shall come in force and affect on the final date of passing thereof.

READ A FIRST TIME THIS XXRD DAY OF XXX, A.D., 20XX

READ A SECOND TIME THIS X XRD DAY OF XXX, A.D., 20XX

READ A THIRD AND FINAL TIME THIS X XRD DAY OF XXX, A.D., 20XX

Lance Colby, Mayor

Shannon Allison,
Director of Corporate & Legislative Services

Bylaw No. 1000- Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, to regulate Commercial Nuisance, Safety and Livability Issues.

WHEREAS, Section 7(a) of the Municipal Government Act, Chapter M-26RSA 2010 as amended; a council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, the Municipal Government Act authorizes a municipality to pass bylaws commercial nuisances, including unsightly property;

AND WHEREAS it is desirable for regulations which affect neighborhood livability to be located, as much as possible, in one bylaw;

NOW THEREFORE, the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

- 1. This Bylaw shall be cited as the **“Commercial District Standards Bylaw”**.
- 2. The owner of any real property, as registered on title at the Land Titles Office is ultimately responsible for all activities on the property which may constitute prohibition of this Bylaw.
- 3. Nothing in this Bylaw relieves a Person from complying with any Federal or Provincial law or regulation, other bylaw or any requirements of any lawful permit order or license.
- 4. Where this Bylaw refers to another Act, bylaw, regulation or agency, it includes references to any Act, bylaw, regulation or agency that may be substituted therefore.
- 5. Every provision of this Bylaw is independent of all other provision and if any provision of this Bylaw is declared invalid for any reason by a Court or competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 6. In this Bylaw:

“Automobile Parts” includes, but is not limited to, any vehicle part or collection of vehicles parts, or one or more vehicles that are dilapidated, derelict or not in operable condition;

“Bylaw Enforcement Officer” means a person authorized by Council to carry out the provisions of this bylaw, or the Chief Administrative Officer of the Town of Carstairs, or a member of the Royal Canadian Mounted Police;

~~**“Chief Administrative Officer”** means a person appointed as such under the Municipal Government Act by the Town of Carstairs Council;~~

“Lane” means an alley intended primarily for access to the rear of the Premises;

“Litter” means any solid or liquid material or product or combination of products but not limited to: any rubbish, refuse, garbage, paper, package, container, bottle, can, manure, plant or tree material, human or animal excrement or sewage or the whole or part of an animal carcass or the whole or part of any article, raw or processed material which can be used for construction of building.

“Officer” includes a Bylaw Enforcement Officer and a member of the RCMP.

“Owner” includes a corporation other legal entities and an individual having charge or control of a premises; the owner of any real property, as registered on title at the Land Titles Office.

“Pest” means any animal, rodent, bird, reptile, or insect which causes, or could reasonably be expected to cause, annoyance or damage, or injury to any person, or animal, or plant.

“Premises” includes the external surface of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to any building of buildings;

“Remedial Order” means an order written pursuant to Section 545 and Section 546 of the Municipal Government Act.

“Structure” means a building, garage, shed, fence or other improvement erected or place in, on, over or under land, whether or not it is affixed to the land;

“Work Forces” include employees of the Town of Carstairs and Person under contract to The Town.

“Boulevard” means the strip of land between the curb and the property line.

“**Graffiti**” means words, figures, letters, drawings or stickers applied, scribbled, scratched, etched, sprayed or attached on or to the surface of any Premises, Structure, or other property.

“**Weed**” means a wild plant that grows in an unwanted place and is usually of vigorous growth.

UNTIDY PROPERTIES

7. Scope

- a. The standards, requirements and prohibitions contained in this Part shall apply to:
 - i. Commercial Zoned Premises;
 - ii. Vacant lots within Commercial zoned areas;

8. Accumulation of Materials

- a. Unless otherwise permitted, no owner of a Premise shall allow on the Premise, the accumulation of:
 - i. Any material that creates unpleasant odors;
 - ii. Any material likely to attract pests; or
 - iii. Animal remains, parts of animal remains, or animal feces.
- b. Loose garbage;
- c. Bottles, cans, boxes or packaging materials;
- d. Household furniture or other household goods;
- e. Automobiles (derelict)
- f. Automobile Parts;
- g. Parts of or disassembled machinery, equipment or appliances; and
- h. Yard waste, including grass, tree and hedge cuttings.
- i. Appliances, Fridges and Freezers.
- j. No owner of a premise shall allow the open or exposed storage on the Premises of any industrial fluid , including engine oil, brake fluid or antifreeze
- ~~k. Weeds means a wild plant that grows in an unwanted place and is usually of vigorous growth.~~
- l. No owner shall permit the proliferation of any insect or other pest that is likely to spread disease, be destructive or dangerous or otherwise become a nuisance.

9. Outdoor Storage of Building Materials

- a. No owner of real property shall allow on the Premise the accumulation of building materials, whether new or used, unless that the owner or occupier can establish that a construction or renovation undertaking is being carried out on the Premise or for the normal course of the permitted business.

Any persons that hold a valid Town of Carstairs Building Permit may be exempt from this clause.

NUISANCES ESCAPING PROPERTY

10. Water, Eavestroughs and Downspouts

- a. No owner of a Premise shall allow a flow of water from a hose, eave or similar device on the Premise to be directed towards an adjacent premise.

WEEDS, GRASS AND TREES

11. Weed Inspectors

- a. The Chief Administrative Officer may appoint Weed Inspectors to enforce the Weed Control Act, S.A. 2008

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The above section shall apply to vacant lots within residential areas and the grass on any boulevard that lies directly between the boundary of a parcel of land and an adjacent highway, road or alley.

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- a. The Owner or Occupier of any premise within the Town of Carstairs shall remove and clear away all snow, ice, dirt or other obstructions from the sidewalk adjoining such premises within seventy two (72) hours.
- b. No owner shall place or allow to be placed any obstruction on any sidewalk, street or roadway without written consent of the Town of Carstairs.

MAINTENANCE OF BUILDINGS, STRUCTURES AND FENCES

16. Interpretation

16. For the purpose of this Part:

- a. “Fence” includes a privately built fence and a developer-built community screening fence;
- b. “Good Repair” means a condition where something is free from;
 - i. Significant damage;
 - ii. Rot or other significant deterioration;
- c. “Structure” includes any building, retaining wall, shed or portable shack.

17. Obligation to Maintain

- a. No owner or occupier of a Premise shall allow a Structure or Fence to become a safety hazard.
- b. Every owner or occupier of a Premise shall ensure the following are maintained in Good Repair;
 - i. Fences and their structural members;
 - ii. Structures and their structural members including:
 - Foundations and foundation walls;
 - Exterior walls and their components;
 - Roofs;
 - Windows and their casings;
 - Doors and their frames;
 - iii. Protective or decorative finishes of all exterior surfaces of a Structure or Fence; and
 - iv. Exterior stairs, landings, porches, balconies and decks.

- v. Vacant buildings must be secured at all times.

ADDRESSING

- 18. The owner of a Premise on which a dwelling unit has been erected or is under construction shall display the number assigned to the property at the location plainly visible from the street in front of the Premise to which the property is addressed. Minimum 3 inches in size.

LIGHT

- 19. No owner or occupier of a Premise shall allow an outdoor light to shine directly into the living or sleeping areas of an adjacent dwelling house.

GRAFFITI PREVENTION AND ABATEMENT

- 20. Owners must ensure that any graffiti that has been applied to their property is repaired/removed. If the graffiti is offensive in nature it must be removed within 24 hours, otherwise it must be removed within one week. In addition no person shall create or apply Graffiti on or to any;
 - a. Publically owned property or premises.

DONATION SITES

- 21. For the purposes of this Part:
 - a. “Charity Collection Site” means an area accessible to the public, which is marked by signs identifying the name of a charity and identifying the area for the collection of donated goods, and which contains a receptacle or bin for the collection of donated goods, and which contains a receptacle of bin for the collection of donated goods.
- 22. No Person shall dump or deposit household garbage or other waste at a Charity Collection site.

RECYCLING SITES

- 23. No Person shall dump or deposit household garbage, branches or other waste at the Town of Carstairs Recycle site that is contrary to the posted signage.

LITTERING

- 24. No person shall place, deposit, or throw any litter upon any:
 - a. Street;
 - b. Land;
 - c. Sidewalk;
 - d. Parking lots;
 - e. Recycle Centre
 - f. Park;
 - g. Playground;
 - h. Water course or;
 - i. Other public place
- 25. All private or general contractors shall during the construction, renovation or demolition of a building, keep the land in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent from blowing onto any other Private or public property.

STORAGE ON TOWN PROPERTY

- 26. No person shall place, pile or store any material or equipment on Town owned property without first obtaining approval for such purpose from the C.A.O. for the Town of Carstairs.

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27. Every Remedial Order written with respect to this Bylaw must:
- a. Indicate the Person to whom it is directed;
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 - e. Identify the specific provision of the Bylaw the Premise contravenes;
 - f. Identify the nature of the remedial action required to be taken to bring the Premise into compliance;
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 - h. Indicate that if the required remedial action is not completed within the time specified, the Town may take whatever action or measures are necessary to remedy the contravention;
 - i. Indicated that the expenses and costs referred to in this Section may be attached to the tax roll of the property if such costs are not paid by the specified time;
 - j. Indicate that an appeal lies from the Remedial Order to the town Council, if a notice of appeal is filed in writing with the Chief Administrative Officer within seven days of the receipt of the Remedial Order.
28. Every Person who fails to comply with a Remedial Order issued pursuant to this Bylaw within the time set out in the Remedial Order commits an offence.

ENFORCEMENT

29. Any person who contravenes any provision of this Bylaw by:
- a. Doing any act which the Person is prohibited from doing; or
 - b. Failing to do any act the Person is required to do: is guilty of an offence.
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31. This Bylaw is to amend ~~the amended~~ Bylaw No. 1000 ~~and which repeals~~ ~~Nuisance~~ Bylaw 891 & Bylaw 901.
32. This Bylaw shall come in force and effect on the final date of passing thereof.

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Lance Colby, Mayor

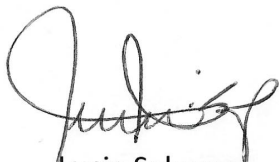
**Shannon Allison,
Director of Corporate & Legislative Services**

June 18, 2023

To: Megan Ginther
Carstairs Library Board of Directors
Carstairs Town Council

I regret to inform you that I am resigning from the board. My family and I are moving to BC. My last meeting will be Tuesday, June 20th, 2023. It has been a pleasure, although brief, to volunteer alongside a dedicated group of individuals with a vision and passion for the library and community.

Warmest regards,



Lucie Salucop

Sep 27 - 29
Hybrid
Convention

Event Summary

Registration is OPEN!

DATES: September 27 - 29, 2023

LOCATION: Edmonton Convention Centre

AGENDA: *Coming soon ...*

TRADE SHOW: Registration for Trade Show is now open, register today! If you have any questions, please email tradeshow@abmunis.ca for more details.

[Trade Show Brochure](#)

SPONSORSHIP: If you are interested in becoming a 2023 Alberta Municipalities Convention sponsor, email sponsorship@abmunis.ca to receive a package. We are always looking for new and exciting partners, and can work with you to customize a package that best suits your needs.

[Sponsorship Brochure](#)

PRICING

Type	Early-bird & Virtual Pricing	In-Person
Regular (After August 18)		
Alberta Municipalities Member	\$620	\$775
RMA Member	\$720	\$900
Non-Member	\$1000	\$1200
Municipal Interns	Complimentary	
Virtual	\$250	

Virtual registrants will NOT have access to live breakout session. Slide presentations and audio from each session will be recorded and made available following Convention.

PRE-CONVENTION SESSIONS

Cost: \$395 + tax

All sessions run concurrently from 8:30 am to 4:00 pm on Tuesday, September 26

EOEP - Effective Meetings

Join the inaugural offering of EOEP's newest course, Effective Meetings! The course builds on highly rated education sessions at recent ABmunis and RMA conventions by providing a full day interactive learning experience that will help participants:

- Understand what makes a great meeting and how you can help make meetings great
- Examine how rules of order and proper procedure enhance your meetings
- Discover ways to set up great decisions
- Identify action items that you can implement at your next council meeting

As an elected official, you spend a good chunk of your life in meetings. This course provides tools, tips, and ideas to make your meetings work best!

****Please note this course is not applicable for associate or affiliate members.**

EOEP - Municipal Corporate Planning and Finance

Understanding municipal finances is fundamental to the job of an elected official. Municipal councils are expected to plan, govern and set policy for the best interests of their community. Sound financial planning and management is key to supporting a healthy municipality that can ensure that its current and future service commitments are funded in a sustainable manner.

It is important that elected officials understand how financial planning and monitoring align with the municipality's business cycle, including strategic planning, business planning and performance measurement. Elected officials need to understand their role in establishing and prioritizing competing service level demands on behalf of citizens and then determine strategies to fund those service level commitments.

****Please note this course is not applicable for associate or affiliate members.**

RMRF Legal Course

*** Please note this course is not applicable for associate or affiliate members.**

The Reynold Mirth Richards and Farmer LLP legal pre-convention session will focus on two different subjects through the day:

CAOs: The One and Only

This session will cover a variety of topics related to the lifecycle of a Chief Administrative Officer, including hiring and firing, employment contracts, healthy communications between Council and the CAO and recognizing and cultivating the unique roles of Council and the CAO in a municipality. In addition, we will discuss some of the more mundane aspects of life as a CAO such as signing authority, going in camera and CAO duties and responsibilities.

Back Off: Harassment in the Workplace

As employers, municipalities have an obligation to provide a safe workplace for employees, which includes providing a workplace free from bullying, harassment or intimidation. This session will address the recent increase in difficult ratepayer interactions and what options municipalities have available to them to avoid potential liability under Occupational Health and Safety legislation, Human Rights legislation, Workers Compensation legislation and the common law, including the brand new tort of harassment. But this session will also address internal challenges and the importance of those at the top leading by example.

STUDY TOUR

Edmonton International Airport (YEG) Airport City Sustainability Campus Tour

Tuesday, September 26 from 2:00 pm to 4:30 pm (Complimentary)

Join us for an exciting tour of the Airport City Sustainability Campus, a hub of leading and emerging technologies from all sectors focused on aviation, commercial development and decarbonization. Having attracted \$1.5B in investment over the past nine years, the YEG campus houses many types of businesses in the transportation, cargo logistics, manufacturing, sustainability, technology development, training and tourism sectors. This tour will explore the Airport City Sustainability Campus' integrated ecosystem that spurs collaboration and innovation while fostering the commercialization of clean and emerging technologies.

Attendees will be picked up from the Edmonton Convention Centre, and will be dropped off at the same location at the conclusion of the study tour.

**** Timing for this tour overlaps with Pre-Convention sessions. If you are registered for Pre-Convention, please do not register for the YEG Airport Tour.**

HOTELS

Alberta Municipalities has partnered with the following hotels to do our best to get members the best hotel rates. Please note, as our pre-determined blocks become full, the below rates may no longer be available. A deposit of first and last night's room rates may be required at the time of booking.

Fairmont Hotel Macdonald - rates starting at \$265 per night + tax

Sandman Signature Downtown Edmonton - rates starting at \$160 per night + tax*

Chateau Lacombe Hotel - rates starting at \$154 per night + tax*

Courtyard Marriott Downtown - Room block full

Westin Edmonton Downtown - Room block full

*Taxi chits will be available for those staying at the Chateau Lacombe and Sandman Signature hotels for transportation to and from the Edmonton Convention Centre, as well as transportation to and from evening events. Please see the front desk of your hotel, or the registration desk at the Edmonton Convention Centre to pick up a chit.

IN MEMORIUM

We will hold a moment of silence during the program for elected officials or administrators that we have lost in the last year. If you have a person you would like to remember a person, please send their name to events@abmunis.ca to have them included in the 2023 In Memoriam.

MUNICIPAL FLAGS OR LOGOS

As always, we will have our flag/logo video play throughout the event. If your flag/logo has changed in the last year, please send the updated, high-resolution photo to events@abmunis.ca.

PARTNERS PROGRAM

Cost: \$100

The Alberta Municipalities Partners' Program is available for those members who are bringing a partner along with them to Edmonton. Registration will provide your partner with the following access:

- Entrance to the Opening Trade Show Dessert Reception on Wednesday, September 27 from 3:00 – 5:30 pm
- A ticket to the Host City Reception
- Access to the Royal Alberta Museum and the Art Gallery of Alberta, along with taxi transportation to and from the venues if necessary

Please note, registration DOES NOT grant partners access to any other Convention agenda items or meals, including Opening Ceremonies, breakout sessions, or any other plenary activities. Visits to the museum and the art gallery will be self-directed by the participant.

**MINUTES OF THE LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
TUESDAY, JUNE 20, 2023, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Allan, Ball, & Ratz, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Nil

CALL TO ORDER: Councilor Ball called the meeting of June 20, 2023 to order at 7:24 a.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Allan to adopt the agenda of June 20, 2023 as presented.

CARRIED

ADOPTION OF MINUTES: Motion by Councilor Ratz to adopt the minutes of May 16, 2023 as presented.

CARRIED

UNFINISHED BUSINESS: Nil

NEW BUSINESS:

1. TELUS Fibre

R. Blair spoke to the possibility of having TELUS Fibre line brought to the town office and how the projected cost would affect budget numbers.

Councilor Ball-stated that it needs to be done, but it would be nice to have a lower projected cost.

Councilor Allan and Ratz echoed Councilor Balls' statement.

Motion by Councilor Allan to accept discussions of TELUS Fibre as information.

CARRIED

REPORTS:

1. Financial Reports

R. Blair updated the committee of the financial reports up to May 31, 2023. The Committee had no questions or concerns.

- a. Summary Report
- b. Financial Report
- c. Revenue and Expense Report
- d. Capital Report

Motion by Councilor Ratz to accept the Financial reports as information and circulate to the rest of council for review.

CARRIED

2. Development Reports

R. Blair updated the Committee on the developments within the town.

The Committee reviewed the Development Reports up to June 19, 2023.

- a. Building Permit Listing
- b. Compliance Listing

Legislative & Emergency Services Committee Meeting – June 20, 2023

Page 2 of 2

Motion by Councilor Allan to accept the Development reports as information.

CARRIED

3. City Wide Protective Services Monthly Reports

The Committee reviewed the City Wide Protective Services Monthly Reports for May 2023.

a. Fire Reports

R. Blair mentioned that the Fire Department will be registering for a fireworks training course.

b. Bylaw Reports

Motion by Councilor Ratz to accept the City-Wide Protective Services Monthly Reports as information.

CARRIED

4. Emergency Services

a. Carstairs Emergency Management Agency (CEMA) Report

b. Emergency Services Report

Motion by Councilor Allan to accept the Emergency Services Reports as information.

CARRIED

GENERAL DISCUSSION: 1. Pickleball Court Update

R. Blair provided an update to the committee on the new plan to resurface the existing tennis courts for pickleball courts and to move the basketball courts to the abandoned batting cage.

Motion by Councilor Ratz to accept Pickleball Court Update as information.

CARRIED

NEXT MEETING: September 19, 2023

ADJOURNMENT: Motion by Councilor Ratz to adjourn the meeting of June 20, 2023, at 8:10 a.m.

CARRIED

Councilor Ball, Chairperson

Rick Blair, CAO

**MINUTES OF THE POLICY & GOVERNANCE COMMITTEE
THURSDAY, JUNE 15, 2023, 7:30 A.M.
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Fricke, & Wilcox, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Councilor Roberts

CALL TO ORDER: Councilor Fricke called the meeting of June 15, 2023, to order at 7:31 a.m.
CARRIED

ADDED ITEMS:

1. Bylaw No. 1092 Special Events Bylaw added to Unfinished Business.
2. Policy No. 62-004-19 Special Events Policy to Unfinished Business.
3. Policy No. 72-08-002-15 Outdoor Event Policy.

Motion by Councilor Wilcox to accept all added items as presented.
CARRIED

ADOPTION OF AGENDA: Motion by Councilor Wilcox to adopt the agenda of June 15, 2023, as amended.
CARRIED

ADOPTION OF MINUTES: Motion by Councilor Wilcox to adopt the minutes of May 18, 2023, as presented.
CARRIED

UNFINISHED BUSINESS: **1. Policy No. 72-99-001-23 Municipal Campground Policy**
The committee reviewed Policy No. 72-99-001-23 Municipal Campground Policy. No changes were recommended.

Motion by Councilor Wilcox to accept Policy No. 72-99-001-23 Municipal Campground Policy as presented and forward to Council with the recommendation for adoption.
CARRIED

2. Bylaw No. 1092 Special Events Bylaw

3. Policy No. 62-004-19 Special Events Policy

4. Policy No. 72-08-002-15 Outdoor Events Policy

CAO Blair highlighted the Town of Carstairs' present Special Events Bylaws and Policies, as well as the revisions that will be made to ensure that the Policy refers back to the Bylaw. To fulfil the needs of the town, the Bylaws and Policies will be amended or repealed.

Motion by Councilor Wilcox to accept the discussions for Bylaws and Policies regarding special events as information and direct administration to make changes and bring back to the committee review.
CARRIED

BYLAWS & POLICIES:

1. Bylaw No. 996 Residential Community Standards

CAO Blair spoke to the changes made to Bylaw No. 996 Residential Community Standards.

Councilor Fricke identified a redundancy that will need to be edited.

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2. Bylaw No. 999 Industrial District Standards

CAO Blair spoke to the changes made to Bylaw No. 999 Industrial District Standards.

3. Bylaw No. 1000 Commercial District Standards

CAO Blair spoke to the changes made to Bylaw No. 1000 Commercial District Standards.

Motion by Councilor Wilcox to accept Bylaw No. 996, 999 and 1000 Commercial District Standards as amended and forward to Council with the recommendation for adoption.

CARRIED

NEW BUSINESS:

Nil

CORRESPONDENCE:

1. Water Conservation Rebate- Inquiry

The Committee discussed a resident's inquiry on rebate programs for planting clover and drought-resistant plants. The Committee will investigate this project further to determine whether a similar program would benefit the Town of Carstairs.

Motion by Councilor Wilcox to accept Correspondence as information.

CARRIED

GENERAL DISCUSSION:

Nil

NEXT MEETING:

September 21, 2023 at 7:30 a.m.

ADJOURNMENT:

Motion by Councilor Wilcox to adjourn the Policy & Governance Committee meeting of June 15, 2023, at 8:30 a.m.

CARRIED

Angie Fricke, Committee Chair

Rick Blair, CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

June 20, 2023

AR111695

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver
Minister

cc: Chief Administrative Officers

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Classification: Protected A