MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, OCTOBER 26, 2026, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE

ATTENDEES: Mayor Allan; Councilors Ball, Fricke, Roberts, Selanders, and Wilcox; Director of Legislative & Corporate Services Shannon Allison; Deputy CAO and Director of Planning & Development Kirk Williscroft; Manager of Legislative Services Jessica Pryde; CAO Rick Blair & Executive Assistant Kayleigh Van Es

ABSENT: Councilor Tolley

CALL TO ORDER: Mayor Allan called the meeting of Monday, October 26, 2026, to order at 7:03 p.m.

ADDED ITEMS: 1. Renegades Minor Hockey Request to Correspondence 11.a

ADOPTION OF AGENDA:

Motion 327/26 Motion by Councilor Wilcox to adopt the Regular Council Agenda of October 26, 2026, as amended.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

Motion 328/26 Motion by Councilor Ball to adopt the Regular Council minutes of October 13, 2026, as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MEETING:

1. Carstairs Public Library Budget Presentation - Megan Ginther

M. Ginther, along with Library Board members Jen Awde, Wendy Knudson and Pam Barker, presented the Carstairs Public Library's 2027 Budget Presentation. The Library is requesting a 25% funding increase to maintain the current levels of service established by Council.

Councilor Fricke commented on the thoughtful and detailed presentations, noting her appreciation for how the information was broken down into categories. She questioned whether the $8,500 associated with the implementation of Bill 28 would be allocated to existing staff. M. Ginther confirmed that the costs were based on current staffing. Councilor Fricke referenced the previous presentation, which estimated approximately 300 hours to implement Bill 28, and questioned the anticipated ongoing maintenance requirements. M. Ginther advised that there are still many unknowns regarding the implementation and ongoing requirements.

Councilor Ball expressed his appreciation for the presentation and inquired about current staffing levels. M. Ginther advised that the library currently employs two full-time and four part-time staff, with part-time positions consisting of 24 hours, 20 hours, and two positions at 15 hours per week. Councilor Ball also requested staffing statistics for past years, which M. Ginther agreed to provide.

Councilor Wilcox expressed appreciation for the information presented and echoed the concerns raised. She noted that while not all libraries are complying with Bill 28, the Carstairs Public Library is choosing to comply to maintain positive relationships. She emphasized the importance of recognizing the community's growth and the associated costs of maintaining service levels. She further noted that if the funding request is not met, a reduction in service levels may need to be considered.

Mayor Allan thanked M. Ginther for her time and presentation, noting that Council would consider the funding request during the upcoming budget deliberations.

Motion 329/26 Motion by Councilor Roberts to accept the Carstairs Public Library Budget Presentation as information.

DEFEATED

2. Carstairs Community Garden Gazebo

Council reviewed the follow-up letter from the Carstairs Community Garden regarding their request for a picnic table and gazebo at the Community Garden. The letter requested that Council allocate $5,720.00 in the 2027 budget for this addition. CAO R. Blair explained that the land currently occupied by the Community Garden is designated for future cemetery expansion and, therefore, would not

recommend a permanent structure at this location.

Councilor Ball clarified that the Community Garden had indicated during their previous delegation that they were not planning to undertake fundraising for the project.
Councilor Selanders reiterated that a structure of this nature would require a foundation, which would not be suitable for the current location.

Councilor Wilcox expressed support for the idea but acknowledged that a permanent structure would not be feasible at this location. She suggested renting a temporary canvas tent or exploring whether the Town had one available for use. CAO R. Blair confirmed that if the Town had a suitable tent available, it could be loaned to the Community Garden for events.

Motion 330/26

Motion by Councilor Wilcox to approve the follow-up request from the Carstairs Community Garden and direct Administration to facilitate the request.

DEFEATED

Motion 331/26

Motion by Councilor Roberts to direct Administration to prepare a response letter to the Carstairs Community Garden regarding their request.

CARRIED

DELEGATIONS:

1. Rosebud Health Foundation – Peggy Good

P. Good, along with Melynda Crampton, Heather Hannaford and Shauna Orbawusu, presented Council with a request to partner with the Rosebud Health Foundation to upgrade the existing X-ray room and mobile unit at the Didsbury Hospital to a digital system.

Mayor Allan thanked the delegation for their presentation.

Councilor Ball acknowledged the benefits of the proposed upgrade but questioned why Alberta Health Services (AHS) was not funding the equipment replacement. H. Hannaford explained that equipment replacement now falls under Acute Care Alberta (ACA), a newly established organization still in development. She noted that significant equipment replacements are needed throughout the province, with funding required to address a substantial backlog. Councilor Ball questioned what the proposed partnership would involve and expressed concern that healthcare equipment funding should remain a provincial responsibility rather than being downloaded onto municipalities.

Councilor Fricke questioned whether similar upgrades in Canmore and Okotoks had been funded by AHS. The delegation confirmed that those projects were funded through foundations. She also questioned the proposed per capita contribution of $3, which would generate just over $75,000, leaving a funding shortfall of approximately $20,000. P. Good advised that the Foundation would need to reassess its contribution or seek additional partners to cover the remaining costs. Councilor Fricke further inquired about procurement timelines, and the delegation advised that equipment could be obtained within approximately 12 weeks of ordering, allowing for a relatively quick turnaround.

Councilor Wilcox thanked the delegation for their presentation and acknowledged sharing Councilor Ball's initial concerns regarding provincial responsibility. She also expressed appreciation on behalf of residents for the exceptional care provided at the Didsbury Hospital. P. Good agreed that equipment replacement should be a provincial responsibility but explained that the Foundation hopes to provide a quicker solution for the community.

Mayor Allan questioned the age of the existing equipment, and the delegation advised that the units are over 20 years old.

Councilor Wilcox questioned whether equipment replacement priorities were influenced by advocacy or primarily determined through data and assessments. The delegation noted the challenges associated with securing funding and emphasized that support from municipal partners would be beneficial.

Motion 332/26 Motion by Councilor Wilcox to accept Rosebud Health Foundation Delegation as information.

CARRIED

BYLAWS & POLICIES:

1. Bylaw No. 2073 Public Notification Bylaw
The Bylaw was reviewed at the recent Policies & Priorities Committee meeting and was forwarded to Council for ratification.

Motion 333/26 Motion by Councilor Ball to give first reading of Bylaw No. 2073 Public Notification Bylaw, as presented.

CARRIED

Motion 334/26 Motion by Councilor Wilcox to give second reading of Bylaw No. 2073 Public Notification Bylaw, as presented.

CARRIED

Motion 335/26 Motion by Councilor Selanders to move to third and final reading of Bylaw No. 2073 Public Notification Bylaw, as presented.

UNANIMOUSLY CARRIED

Motion 336/26 Motion by Councilor Fricke to give third and final reading of Bylaw No. 2073 Public Notification Bylaw, as presented.

CARRIED

2. Policy No. 11-011-26 Public Participation Policy - Amended
The Policy was reviewed at the recent Policies & Priorities Committee meeting and was forwarded to Council for ratification.

Motion 337/26 Motion by Councilor Roberts to adopt Policy No. 11-011-26 Public Participation Policy, as presented.

CARRIED

NEW BUSINESS:

1. Fortis Alberta-Franchise Fee Estimate 2027
Council reviewed the estimate.

Motion 338/26 Motion by Councilor Selanders to accept the 2027 Fortis Franchise Fees as presented at 10%.

CARRIED

2. 2027 Budget
S. Allison and CAO R. Blair presented the first look at the 2027 budget. Starting with 5 Year Operating Budget Summary and Capital Listing.

CAO R. Blair outlined the budget process, explaining that it begins with individual meetings with department directors, who enter their budget requests into EUNA, along with supporting justifications. Administration then reviews the submissions, considers additional requests and incorporates updated information, including water rates, as it becomes available. He emphasized that this presentation was a preliminary overview.

Councilor Ball expressed appreciation for the inclusion of percentage increases and decreases and questioned whether similar percentages could be provided by department or cost centre. S. Allison confirmed that this information could be provided.

S. Allison explained that the capital listing begins with a comprehensive list of requests, which are then reviewed against maintenance records, supporting justifications and operational needs. CAO R. Blair added that consideration is also given to how each request impacts service levels.

Councilor Selanders expressed interest in reviewing departmental expenses over the past five years, including how costs relate to community growth, and suggested that five-year expense projections would be beneficial. CAO R. Blair explained that Administration uses its asset management system to project replacement needs based on equipment life cycles. While some expenses can be projected, others are more difficult to anticipate.

Councilor Fricke raised concerns regarding residential speeding complaints and questioned whether the Town's single mobile speed sign was sufficient or if an additional sign should be considered. CAO R. Blair advised that, in his opinion, the current sign is sufficient, noting that complaints generally originate from approximately six areas and that the need for an additional sign has not been identified.

Administration reiterated that considerable work remains before the 2027 budget is finalized.

Motion 339/26 Motion by Councilor Wilcox to accept the 2027 Budget as information.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee
- Minutes of the October 20, 2026, meeting were attached.
- Next Meeting November 17, 2026.

2. Mountain View Regional Waste Commission
- Organizational Meeting and Board meeting December 7, 2026.

3. Mountain View Regional Water Services Commission
- Councilor Roberts provided a verbal report on the October 14, 2026, meeting.
- Next meeting November 18, 2026.

4. Mountain View Seniors' Housing
- Organizational Meeting and Board Meeting November 12, 2026.

Motion 340/26 Motion by Councilor Fricke to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:

1. Councilor Ball
- Provided a verbal report.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 22, 2026, attended Inter-Municipal Collaboration Committee (ICC) meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

2. Councilor Fricke
- Provided a verbal report.
- October 19, 2026, attended the MVSH Special Board meeting.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

3. Councilor Roberts
- Provided a verbal report.
- October 14, 2026, attended Mountain View Regional Water Commission meeting.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 22, 2026, attended Inter-Municipal Collaboration Committee (ICC) meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

4. Councilor Selanders
- Provided a verbal report.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

5. Councilor Tolley
- Absent.

6. Councilor Wilcox
- Provided a verbal report.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 22, 2026, attended Parkland Executive meeting.
- October 22, 2026, attended Carstairs Public Library Board meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

7. Mayor Allan
- Provided a verbal report.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 22, 2026, attended Inter-Municipal Collaboration Committee (ICC) meeting.
- October 26, 2026, prior to Council attended the Organizational meeting.

Motion 341/26 Motion by Councilor Wilcox to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE:

1. Renegades Minor Hockey Request

The Renegades Minor Hockey Association requested Council's support for its application to host the 2027 Hockey Alberta U18 B Provincial Championships at the Pete Knight Memorial Arena.

Motion 342/26 — Motion by Councilor Ball to accept the letter of request from the Renegades Minor Hockey Association as information and direct Administration to prepare a letter of support for the Mayor's signature.

CARRIED

CAO'S REPORT:

- October 14, 2026, met with Neoform regarding the proposed senior's facility.
- October 15, 2026, met with the Carstairs Legion.
- October 20, 2026, attended Policies & Priorities Committee meeting.
- October 21, 2026, attended LGAA zone meeting.
- October 22, 2026, met with Mountain View County to discuss the Fire Budget.
- October 22, 2026, attended the ICC meeting.
- Advised that individual departmental budget meetings have concluded, and Administration is now reviewing and refining the figures as part of the detailed 2027 budget preparation process.

Motion 343/26 — Motion by Councilor Roberts to accept the CAO's Report as information.

CARRIED

COUNCILOR COMMENTS:

1. Councilor Selanders
Advised that a resident had expressed excitement regarding the addition of glass recycling services.

Motion 344/26 — Motion by Councilor Roberts to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

CLOSED MEETING:

1. Section 19-Disclosure Harmful to Business Interests of a Third Party
Section 197 of the Municipal Government Act requires that Council and Council Committees conduct their meetings in public unless the matter to be discussed falls under one of the exceptions to disclosure outlined in Division 2 of Part 1 of the Access to Information Act (ATIA), including, but not limited to, matters related to business interests, personal privacy, individual or public safety, confidential evaluations, or law enforcement. (Sections 19 to 34).

Motion 345/26 — Motion by Councilor Wilcox that Council close the meeting to the public to discuss Business Interests of a Third Party, pursuant to Section 19 of the ATIA, at 8:16 p.m.

CARRIED

Motion 346/26 — Motion by Councilor Ball to come out of the Closed Meeting session at 8:23 p.m.

CARRIED

NEXT MEETING: Monday, November 9, 2026, at 7:00 p.m.

ADJOURNMENT:

Motion 347/26 — Motion by Councilor Ball to adjourn the meeting of October 26, 2026, at 8:24 p.m.

CARRIED

Dean Allan, Mayor

Rick Blair, CAO