

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, MAY 24, 2022, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

**ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Roberts, Ratz, and Wilcox, CAO Rick Blair, Director of Legislative & Corporate Services Shannon Allison, and Executive Assistant Kayleigh Van Es

**ABSENT:** Nil

**CALL TO ORDER:** Mayor Colby called the meeting of May 24, 2022, to order at 7:04 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:**

Motion 154/22 Motion by Councilor Ball to adopt the Regular Council agenda of May 24, 2022, as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

Motion 155/22 Motion by Councilor Allan to adopt the Regular Council minutes of May 9, 2022, as presented.

**CARRIED**

**BUSINESS ARISING FROM  
PREVIOUS MEETING:**

**1. CESD Joint Use Agreement**

CAO Blair spoke with Shawn Russell as directed by Council; very confident in both parties following the agreement to the letter. Any issues are to come to CAO and superintendent. Recommended that council accept the agreement.

Councilor Ball mentions a spelling error located in 6b that needs to be amended.

Motion 156/22 Motion by Councilor Wilcox to accept the Chinooks Edge School Division Join Use Agreement as amended.

**CARRIED**

**DELEGATIONS:**

**1. Carstairs Heritage Festival**

Pam Montgomery & Sharon Lampitt spoke to the event and the schedule that is planned as well as to ask for their final donation amount of \$3000.00

Councilor Wilcox commends the organizing of the Heritage Festival.

Councilor Ball commends the great job the committee has done so far.

Councilor Ratz reiterated the remarkable job and how it has come together in such a short amount of time.

Mayor Colby compliments the members on the amount of funds raised and the organization of the event.

Motion 157/22 Motion by Councilor Allan to accept the Carstairs Heritage Festival request for funds of \$3000.00

**CARRIED**

**BYLAWS & POLICIES:**

**1. Policy No. 12-035-19 Internet Privacy Policy**

Councilor Fricke spoke to the changes made to the Internet Privacy Policy.

Motion 158/22 Motion by Councilor Ratz to adopt the changes to Policy No. 12-035-19 as presented.

**CARRIED**

**NEW BUSINESS:**

**1. Road Closure Permit**

Council reviewed the request for decision and Road Closure Permit.

Councilor Roberts inquired about the town also putting on an event on Canada Day to which it was answered it would all work together.

Councilor Wilcox commented that the event was a great plan.



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

Motion 159/22

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

**CARRIED**

**COMMITTEE REPORTS:**

**1. Legislative & Emergency Services Committee**

- Councilor Ball gave an oral report of the meeting on May 17, 2022.

**2. Strategic Planning & Corporate Affairs Committee**

- Councilor Roberts gave an oral report of the meeting on May 24, 2022 prior to council.

**3. External Relations Committee**

- Nothing to report at this time.

**4. Policy & Governance Committee**

- Councilor Fricke gave an oral report of the meeting on May 10, 2022.

**5. Mountain View Regional Waste Commission**

- Nothing to report at this time. Next meeting July 25, 2022.

**6. Mountain View Regional Water Commission**

- Nothing to report at this time. Next meeting is May 28, 2022.

**7. Mountain View Seniors' Housing**

- Nothing to report at this time. Next Meeting June 9, 2022.

**8. Municipal Area Partnership**

- Nothing to report at this time. Next meeting is June 16, 2022.

**9. Carstairs Community Development & Economic Partnership (CCD&EP)**

- Nothing to report at this time. Next meeting June 15, 2022

**10. Central Alberta Economic Partnership (CAEP)**

- AGM meeting on June 17 2022. Councilor Fricke to attend in place of Councilor Ratz

Motion 160/22

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

**CARRIED**

**COUNCILOR REPORTS:**

**Councilor Allan**

- May 14, 2022 attended Arbor Day celebration at the Carstairs Nature Space.
- May 15, 2022 attended Mountain View Smiles grand opening.
- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.

**Councilor Ball**

- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.
- May 24, 2022 attended Strategic Planning and Corporate Affairs committee meeting.

**Councilor Fricke**

- May 10, 2022 attended Policy & Governance Committee Meeting.
- May 24, 2022 attended Strategic Planning and Corporate Affairs committee meeting.

**Councilor Ratz**

- May 11, 2022 attended CAO interviews with MVSH.
- May 17, 2022 attended Legislative & Emergency Services Committee Meeting.
- May 17, 2022 attended MVSH tours.

**Councilor Roberts**

- May 10, 2022 attended Policy & Governance Committee Meeting.
- May 11, 2022 attended Mountain View Regional Water Commission meeting.
- May 14, 2022 attended Arbor Day celebration at the Carstairs Nature Space.



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

**Councilor Wilcox**

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

**Mayor Colby**

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

Motion 161/22

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

**CARRIED**

**CORRESPONDENCE:**

**1. Letter from the Town of Coaldale**

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

Motion 162/22

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

**CARRIED**

**2. Call to Action-National Police Federation Letter**

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

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

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

Councilor Fricke is in agreement.

Motion 163/22

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

**CARRIED**

**CAO'S REPORT:**

**1. Health and Safety**

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

**2. CESD agreement**

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

**3. Change of roles at the Golf course**

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

**4. Proposal from auditors**

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

**5. RFP banking information in review.**

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

Motion 164/22

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

**CARRIED**

**COUNCILOR CONCERNS: 1. Councilor Allan**

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

Motion 165/22

Motion by Councilor Ball to accept Councilor Concerns as information.

**CARRIED****PUBLIC QUESTION PERIOD:**

Nil

**MEDIA QUESTION PERIOD:**

Nil

**CLOSED MEETING SESSION:**

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

Motion 166/22

Motion by Councilor Ball that Council closes the meeting to the Public at 7:38 p.m. to discuss closed meeting session items.

**CARRIED**

Motion 167/22

Motion by Councilor Allan to come out of the closed meeting session at 8:00 p.m.

**CARRIED**

Motion 168/22

Motion by Councilor Roberts to direct administration to waive the sewer fees for roll number 199022

**CARRIED**

Motion 169/22

Motion by Councilor Wilcox to direct administration to dissolve the External relations committee.

**CARRIED****NEXT MEETING:**

Monday, June 13, 2022 at 7:00 p.m.

**ADJOURNMENT:**

Motion 170/22

Motion by Councilor Ratz to adjourn the meeting of May 24, 2022, at 8:01 p.m.

**CARRIED**  
Lance Colby, Mayor  
Rick Blair, CAO