

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, OCTOBER 23, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

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

ABSENT: Nil

CALL TO ORDER: Mayor Colby called the meeting of Monday, October 23, 2023, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:

Motion 333/23 Motion by Councilor Wilcox to adopt the Regular Council agenda of October 23, 2023, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 334/23 Motion by Councilor Ball to adopt the Regular Council minutes of October 10, 2023, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

1. Stonebridge pathway access to Mandalay-Update

CAO Blair addressed the pathway update after Council requested pricing and options for the location of a pathway connecting Stonebridge to Mandalay. The East pathway option would cost approximately \$70-85K, while the West pathway option would cost approximately \$18-20K. The pathway would be located next to an engineered storm retention pond, which is registered with AB environment as part of storm system.

R. Blair was thanked by Council for the analysis, and explanation.

Motion 335/23

Motion by Councilor Ball to accept the update as information and direct administration to move forward with pricing and timelines for the west path location.

CARRIED

DELEGATIONS:

Hugh Sutherland School-Dean Nielsen

Principal Dean Nielsen accompanied by Carstairs Elementary School Principal Traci Upshaw and the School Trustee Melissa Copley presented to Council the overview of the plan for both HSS and CES located in Chinooks edge school division. They are establishing a more united front where the schools have a stronger communications and bond. D. Nielsen has been meeting with CAO R. Blair on a regular basis and would like to invite Council to come visit him at any time at HSS. D. Nielsen noted that there is a high staff turnover at HSS and the school is making healthy changes with a new admin team as well as teambuilding activities such as a Teacher scavenger hunt to bring the community to the school. D. Nielsen aspires to instill calmness and a strong parent community connection. HSS has started a Hockey academy which has brought many families to Carstairs to attend, Volleyball is also a popular sport at HSS. Noted that the east gym wall has been an eyesore for years and the school is looking into getting a large digital sign for multiple ways of advertising. The New principal of CES T. Upshaw is looking forward to a more fluid system. T. Upshaw wants to bring a sense of community back to the schools. Creating an easy bridge when children transition from CES to HSS. T. Upshaw mentioned support received from the Carstairs Co-op for the Terry Fox run as well as the AG society and CES's participation in scarecrow trail. She thanked the Carstairs Fire Department for spending almost two whole days in the classrooms educating each class during fire prevention week. Carstairs Peace Officers and R.C.M.P. have also been in the classrooms to educate the children on cyber safety and Halloween safety, bringing a strong community to the school. T. Upshaw mentioned that CES and Carstairs Public Library will be working together as well to become more involved. Stating that the best way to turn a bad day around is to read a book to a kindergarten class.

TB



Mayor Colby commended the community concept and thanked D. Nielsen, T. Upshaw, and M. Copley for coming to present to Council.

Councilor Fricke- thanked them for the presentation, and although she is not active in the education community, it sounds like a great long-term plan is in place.

Councilor Wilcox commented that with her children attending HSS, she has felt the change with the kids and is excited to see where it goes.

Councilor Ball commended the schools for getting the community involved. He also inquired about capacity at the schools and possible timelines for a new school, clarifying with the treasurer that the schools would not do a grade merge, keeping CES a K-4 school and HSS 5-12. Trustee M. Copley responded that HSS is approximately 765 kids and CES is at 450 kids. Both schools are close to capacity; however, other municipalities are in much higher need. Currently, Carstairs sits 5th in line for a new school.

Councilor Ratz is excited about the academies and what that will bring to the town.

Councilor Allan stated that he is very involved with CES and is pleased with how things are going.

Mayor Colby thanked D. Nielsen, T. Upshaw, and M. Copley for the presentation.

Motion 336/23

Motion by Councilor Fricke to accept the Hugh Sutherland School presentation as information.

CARRIED

BYLAWS & POLICIES:

Nil

NEW BUSINESS:

1. Evolution AV Quote

CAO Blair spoke to the quote received for upgrading the Council Chambers Audio Visual setup. The scope of work would include the ability to have video conferencing, recording capability, and better microphones for ease of sound in the room. They included a quote for the boardroom as well, allowing for video conferencing. R. Blair presented the options, stating that price comparisons can be completed, but wanted to make Council aware of the cost with upcoming budget decisions.

Councilor Fricke inquired about the utilization of both Council Chambers and the Boardroom to which R. Blair answered it would be used multiple times a week. Often our current setup is multiple people crammed into an office for video meetings.

Councilor Ratz stated that it is about time to upgrade.

Councilor Roberts is on board with the idea so Council can have full conference-level meetings.

Councilor Allan echoed that the upgrade needs to be done.

Motion 337/23

Motion by Councilor Allan to accept Evolution AV quote for information and to direct administration to collect price comparisons with other companies.

CARRIED

2. Proclamation of Family Violence Prevention Month

Mayor Colby hereby proclaims the month of November 2023 to be Family Violence Prevention Month in Carstairs AB. Check other town's layout.


Motion 338/23

Motion by Councilor Wilcox to accept the proclamation of November being Family Violence Prevention Month 2023.

CARRIED

3. Mountain View Regional Waste Commission 2024 Budget

Councilor Wilcox spoke to the Budget document provided to Council. The board approved the 2024 budget with the following key elements: Landfill tipping fee to remain at \$97.00 charged to municipal and commercial customers. Municipal fee for service set at \$11.46 a 53% decrease over 2023 rates. The biggest driver in the



reduced fees is related to the Commission's decision to close the regional recycling centres in August 2023. Tipping fee for raw metal reduced to \$50.00 per tonne, down 31% from prior years. The Commission's capital budget of \$355,000 is focused on capital renewal of operating equipment and facilitating a change in operating procedure to minimize leachate collection and disposal fees.

CAO Blair inquired about cell life and if the commission is putting aside capital funds, Councilor Wilcox confirmed.

Motion 339/23

Motion by Councilor Fricke to accept the Mountain View Regional Waste Commission 2024 Budget as information.

CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee

- Next meeting to be scheduled November 2023.

2. Strategic Planning & Corporate Affairs Committee

- Next meeting to be scheduled November 2023.

3. Policy & Governance Committee

- Next meeting to be scheduled November 2023.

4. Mountain View Regional Waste Commission

- Next meeting November 27, 2023.

5. Mountain View Regional Water Commission

- Mayor Colby provided a verbal report on the meeting that occurred on October 11, 2023. Next meeting to be schedule November 2023.

6. Mountain View Seniors' Housing

- Councilor Ratz provided a verbal report of the meeting that occurred on October 19, 2023. Stating that 3rd quarter financials are trending in positive way. Working on board policies and completed evacuation drills, which were successful. Next meeting Organizational Meeting November 16, 2023, Regular Board meeting December 14, 2023.

7. Municipal Area Partnership

- Will provide an update at the next meeting

Motion 340/23

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

CARRIED

COUNCILOR REPORTS:

Councilor Allan

- October 19, 2023 met with Mountain View County, Town of Crossfield, Town of Didsbury and the Village of Cremona to discuss R.C.M.P. regional policing.
- October 23, 2023 attended the Organizational Meeting for Council.

Councilor Ball

- October 13, 2023 attended the open house at the Fire Department. It was very well attended and the fire hall looks great.
- October 20, 2023 attended a Dinner and Dance at the Half Century Club.
- October 23, 2023: Attended the Organizational Meeting for Council.

Councilor Fricke

- October 11, 2023 attended the Carstairs Chamber of Commerce meeting.
- October 14, 2023 attended the Carstairs Library's Comic Con Event. Which had great attendance and was well organized.
- October 23, 2023: Attended the Organizational Meeting for Council.

Councilor Ratz

- October 16, 2023 attended Heritage Festival meeting, the festival is looking for more volunteers to ensure success.
- October 19, 2023 attended Mountain View Seniors Housing Board Meeting.
- October 23, 2023: Attended the Organizational Meeting for Council.

Councilor Roberts

- October 11, 2023 attended Mountain View Regional Water Commission meeting.



- October 11, 2023 attended the Carstairs Chamber of Commerce meeting.
- October 23, 2023: Attended the Organizational Meeting for Council

Councilor Wilcox

- October 13, 2023 with HSS and FCSS attended a leadership in red deer event.
- October 17, 2023 attended the Carstairs Public Library Board meeting, stating that the Comic Con saw over 350 people which is wonderful for a first ever Comic Con event. Received positive feedback for new flooring and space reconfiguration. The library is working on a space utilization report to bring to Council for future plans. The library met with Traci Upshaw of CES and had a productive conversation regarding shared spaces and snow removal.
- October 23, 2023 met with HSS, FCSS and the Museum to plan a haunted house for Halloween at the Museum.
- October 23, 2023: Attended the Organizational Meeting for Council

Mayor Colby

- October 11, 2023 attended Mountain View Regional Water Commission meeting.
- October 18, 2023 attended Mountain View Regional Water Commission Budget meeting.
- October 19, 2023 met with Mountain View County, Town of Crossfield, Town of Didsbury and the Village of Cremona to discuss R.C.M.P. regional policing.
- October 23, 2023: Attended the Organizational Meeting for Council

Motion 341/23

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

CARRIED**CORRESPONDENCE:****1. Villas at Stonebridge Glen-Thank-you**

Council reviewed a thank-you note from the Board of Directors at the Villas at Stonebridge Glen.

Motion 342/23

Motion by Councilor Ball to accept all Correspondence as information.

CARRIED**CAO'S REPORT:**

- October 11, 2023 met with CIMA regarding wastewater Model.
- October 11, 2023 met with Stantec and Kitstone developers regarding water reservoir.
- October 12, 2023 cohosted LGAA & ARM AA zone meeting with Mountain View County, approximately 35 CAO from all over the region were in attendance.
- October 16, 2023 met with developers and residents from Stonegarden regarding site lines, speed limits and speed mitigation.
- October 16, 2023 met with Principal Dean Nielsen to discuss mutual issues, had a refreshing and fruitful conversation. We will be meeting once a month to continue to keep lines of communication open.
- October 16, 2023 met with ISL engineering.
- October 17, 2023 met with staff to discuss special event policies and streamlining the process.
- October 17, 2023 met with MNP regarding having a regional policing study done.
- October 17, 2023 continuing individual budget discussion
- October 19, 2023 met with the CCGC superintendent to discuss the golf course Expected Useful Life policy.
- October 19, 2023 met with Mountain View County, Town of Crossfield, Town of Didsbury, and the Village of Cremona to discuss R.C.M.P. regional policing.
- Ongoing discussions regarding the HSS track and with Mandalay developers.
- Ongoing discussions regarding snow removal at schools: town staff will help out if in a bind, but will not be making it a priority; they need to contract out that service.

Motion 343/23

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

CARRIED**COUNCILOR CONCERNS:****1. Councilor Wilcox**

Received further concerns regarding the pathway in Stonegarden, as well as a noise complaint from residents at Bondar Gate. R. Blair



stated that all noise complaints are followed up on, and any issues should be brought forward either by phone or email.

Motion 344/23

Motion by Councilor Ball to accept Councilor Concerns as information.
CARRIED

**PUBLIC QUESTION
PERIOD:**

1. Dennis Shantz

Speaking for residents of Stonegarden, D. Shantz would like to express input on the entry and exit points of the pathway into Mandalay. Residents asked that Shantz report that they would rather move the gazebo than lose the trees located in the vicinity. R. Blair stated that they are not at the point of making that decision just yet but will take suggestions into consideration.

Motion 345/23

Motion by Councilor Allan to accept public question period as information

CARRIED

**MEDIA QUESTION
PERIOD:**

Nil

CLOSED MEETING:

CONFIDENTIAL Section 237 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 346/23

Motion by Councilor Allan that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 8:04 p.m.

CARRIED

Motion 347/23

Motion by Councilor Fricke to come out of the closed meeting session at 8:32 p.m.

CARRIED

NEXT MEETING:

Monday, October 23, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 348/23

Motion by Councilor Wilcox to adjourn the meeting of October 23, 2023, at 8:33p.m.

CARRIED


Lance Colby, Mayor


Rick Blair, CAO