

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, MARCH 9, 2026, 7:00 P.M.  
CARSTAIRS MUNICIPAL OFFICE**

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

**ABSENT:** Nil

**CALL TO ORDER:** Mayor Allan called the meeting of Monday, March 9, 2026, to order at 7:00 p.m.

**ADDED ITEMS:** 1. Mill Rate Discussion added to **New Business 8.c**  
2. Remove **Delegation 6.d**

**ADOPTION OF AGENDA:**  
Motion 084/26 Motion by Councilor Wilcox to adopt the Regular Council Agenda of March 9, 2026, as amended. **CARRIED**

**ADOPTION OF PREVIOUS MINUTES:**  
Motion 085/26 Motion by Councilor Ball to adopt the Public Hearing Meeting minutes of February 23, 2026, as presented. **CARRIED**

Motion 086/26 Motion by Councilor Fricke to adopt the Regular Council Meeting minutes of February 23, 2026, as presented. **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** Nil

**DELEGATIONS:** 1. **MNP LLP-2025 Audit**  
C. LaRocque presented the financial audit statements for the year ending December 31, 2025, confirming no evidence of fraud and full compliance with applicable laws, financial policies, and regulations. The audit received a clean opinion, the highest possible rating. The statement of financial position indicates that the municipality is in good financial condition and has the resources needed to meet community demands.  
  
Mayor Allan offered thanks to MNP for their hard work as well as to administration on completing the highest possible compliance with a clean audit.

Motion 087/26 Motion by Councilor Tolley to accept the MNP LLP-2025 Audit as information. **CARRIED**

2. **Municipal Assessment Services Group-Travis Horne**  
T. Horne joined via Microsoft Teams and presented an overview of the Town of Carstairs 2025 Assessments.  
  
Councilor Wilcox asked for clarification on the difference between submitting an inquiry and filing a formal appeal. T. Horne explained that residents are encouraged to contact the assessor first so information can be reviewed and corrected if necessary. If the information is confirmed to be accurate and the resident still disagrees, they may proceed with a formal appeal through the required process.  
  
Councilor Tolley asked questions regarding the overall assessment changes and referenced percentages presented in the assessment trends. T. Horne explained that the figures represent overall market trends and changes to the taxable assessment base, including factors such as sales activity and added assets. He noted that percentages are averages and individual property changes may vary.  
  
Councilor Ball thanked T. Horne for the information provided.  
  
Councilor Selanders also thanked T. Horne for the presentation and noted that her questions had been answered.  
  
Councilor Fricke asked whether, considering the housing pool from 2022–2025 and the spike in home sales during COVID-19, the market may normalize over time. T. Horne indicated that while it is possible,

he was not comfortable predicting future trends and noted that assessments are based on sales data as of July 1 each year. Councilor Fricke also asked if neighboring communities are seeing similar increases. T. Horne stated he had not reviewed specific comparisons but noted that some northern municipalities are experiencing lower increases, while Carstairs' proximity to Calgary makes its market somewhat unique.

Mayor Allan asked whether mass appraisal is conducted only within Carstairs. T. Horne confirmed that assessments are based solely on properties within the municipality. When asked about the relationship between a 10% increase per square foot and the overall assessment change, T. Horne explained that any modeling errors would appear through ratio testing. He added that assessments are validated by comparing assessed values with actual sale prices to ensure they reflect local market trends.

Mayor Allan thanked T. Horne for his presentation.

Motion 088/26

Motion by Councilor Fricke to accept the Municipal Assessment Services Group presentation as information.

**CARRIED**

**3. Hope 4 Mountain View Kids-Lisa Nicholson**

L. Nicholson presented the annual report for Hope 4 Mountain View Kids, noting the need to continue raising awareness and strengthening community support as funding conversations become more challenging. A brief program review was provided, indicating that Carstairs submitted six applications totaling \$13,144.90, with 37 applications received overall from a \$65,000 funding pool. L. Nicholson also referenced the Home for Hope initiative and the need for a private, accessible space.

Councilor Fricke thanked L. Nicholson for the presentation and acknowledged the challenges the organization faces due to gaps between provincial jurisdictions. L. Nicholson explained that while the organization operates within the health sector, it does not receive funding from health authorities and often falls between health and education systems.

Councilor Roberts acknowledged the importance of the work being done and recognized the need for the services provided by Hope 4 Mountain View Kids.

Councilor Tolley thanked L. Nicholson and asked about municipal financial support. L. Nicholson explained that most funding comes through FCSS, which mainly covers volunteer costs, with additional monetary support this year from Olds, Sundre, and Mountain View County.

Mayor Allan thanked L. Nicholson for the presentation.

Motion 089/26

Motion by Councilor Selanders to accept the Hope 4 Mountain View Kids Society presentation as information.

**CARRIED**

**BYLAWS & POLICIES:**

Nil

**NEW BUSINESS:**

**1. Quarterly Community Policing Reports**

Council reviewed the reports.

Councilor Selanders requested clarification on the RCMP's fiscal year.

Councilor Tolley asked when the new commander will be assigned.

Councilor Wilcox expressed interest in knowing how trends are reported.

Motion 090/26

Motion by Councilor Fricke to accept Quarterly Community Policing Reports as information.

**CARRIED**

**2. Tax Assessment Notice Insert**

Council reviewed the proposed leaflet, noting that many municipalities have experienced increased costs downloaded from the province. More detailed information for taxpayers was seen as beneficial, and the matter will be brought to the Policies & Priorities Committee for input.

Motion 091/26

Motion by Councilor Roberts to accept the Tax Assessment Notice Insert as information.

**CARRIED**

**3. Mill Rate Discussions**

Council discussed options for setting the 2026 mill rate. With increased assessments, the town would have a \$1.7 million surplus if the mill rate stayed the same. Further options will be reviewed at the Policies & Priorities Committee. Council agreed that lowering the mill rate would significantly benefit ratepayers, and even a 1.1 mill reduction would leave a healthy surplus.

Councilor Tolley asked about the ideal surplus, and CAO Blair stated that \$300–500k has supported strong financial management over the past four years.

Motion 092/26

Motion by Councilor Wilcox to accept Mill Rate Discussion as information.

**CARRIED**

**COMMITTEE REPORTS:**

**1. Policies & Priorities Committee**

- Next meeting March 17, 2026.

**2. Mountain View Regional Waste Commission**

- Next meeting April 2026.

**3. Mountain View Regional Water Services Commission**

- Next meeting March 11, 2026. AGM April 8, 2026.

**4. Mountain View Seniors' Housing**

- Next meeting March 19, 2026.

Motion 093/26

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

**CARRIED**

**COUNCILOR REPORTS:**

**1. Councilor Ball**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**2. Councilor Fricke**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**3. Councilor Roberts**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**4. Councilor Selanders**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**5. Councilor Tolley**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**6. Councilor Wilcox**

- Provided a verbal report.

- February 26, 2026, attended the Parkland Library Board meeting.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

**7. Mayor Allan**

- Provided a verbal report.

- March 9, 2026, attended the 2025 Audit presentation from MNP LLP prior to the Council meeting.

Motion 094/26

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

**CARRIED**

**CORRESPONDENCE:**

Nil

**CAO'S REPORT:**

- February 25, 2026, met with Urban Systems regarding IDP/Annexation.
- February 26, 2026, attended on-site construction meeting at Carstairs Water Reservoir.
- February 26, 2026, met with lawyers to discuss legal matters.
- February 26, 2026, met with RCMP to discuss detachment location.
- March 4, 2026, met with Carstairs Pickleball Club.
- March 4, 2026, monthly meeting with ISL Engineers.

- March 10, 2026, ICC meeting.
- Received approval for the ACP Grant of \$130,000 to fund IDP/Annexation study.

Motion 095/26

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

**CARRIED**

**COUNCILOR COMMENTS: 1. Councilor Fricke**

- Concerns about property assessments and associated increases.
- Forwarded a land use inquiry to staff.
- Participating in Jail and Bail Event for Mountain View Food Bank with Mayor Allan on March 14, 2026.

**2. Councilor Selanders**

- Concerns regarding property assessments.

**3. Councilor Tolley**

- Concerns regarding property assessments.
- Attending Ice Fest at the Memorial Arena March 14, 2026.

**4. Dean assessment**

- Concerns regarding property assessments.

Motion 096/26

Motion by Councilor Tolley to accept Councilor Comments as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

Nil

**CLOSED MEETING:**

*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).*

**1. Section 19-Disclosure Harmful to Business Interest of a Third-Party**

Motion 097/26

Motion by Councilor Fricke that Council close the meeting to the public to discuss Disclosure Harmful to Business Interest of a Third-Party, as per Section 19, of the ATIA, at 8:46 p.m.

**CARRIED**

Motion 098/26

Motion by Councilor Tolley to come out of the closed meeting session at 8:59 p.m.

**CARRIED**

**NEXT MEETING:**

Monday, March 23, 2026, at 7:00 p.m.

**ADJOURNMENT:**

Motion 099/26

Motion by Councilor Ball to adjourn the meeting of March 9, 2026, at 9:00 p.m.

**CARRIED**




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Dean Allan, Mayor




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Rick Blair, CAO