

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MARCH 27, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts & Wilcox, Director of Legislative & Corporate Services Shannon Allison, Fire Chief Jordan Schaffer, CAO Rick Blair, & Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby

CALL TO ORDER: Deputy Mayor Allan called the meeting of Monday, March 27, 2023, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:

Motion 101/23 Motion by Councilor Ball to adopt the Regular Council agenda of March 27, 2023, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 102/23 Motion by Councilor Ratz to adopt the Public Hearing minutes of March 13, 2023, as presented.

CARRIED

Motion 103/23 Motion by Councilor Fricke to adopt the Regular Council minutes of March 13, 2023, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

1. Land Use Redesignation - Bylaw No. 2039 Kitstone Land Use
R. Blair spoke to the Land Use redesignation. Due to a clerical error made by the developer changes to the Bylaw are as follows: Council of the Town of Carstairs wishes to amend Land Use By-law No 2007 by providing a Land Use Re-designation to rezone 3.09 hectares (7.63 acres) of land from R1S (Special Low Density Residential), to R1 (Low Density Residential), located in Lot 20, Block 3, Plan 021 2608 within the NE 1/4 9-30-01-W5M.

Motion 104/23 Motion by Councilor Ball to give first reading of Bylaw 2039 Kitstone Land Use Redesignation.

CARRIED

DELEGATIONS:

1. Carstairs Fire Department Review 2022-Jordan Schaffer
Fire Chief Jordan Schaffer reviewed the year of 2022 for the Carstairs Fire Department, stating that it was the busiest year to date. Currently the Fire Department has 25 Fire Department members. Fire hall operations at the new hall have only needed minor tweaks.

Councilor Ball thanked J. Schaffer for all the work that the Fire department does. J. Schaffer thanked Council for their ongoing support.

Councilor Fricke inquired who the mutual aid calls were with. J. Schaffer answered mutual aid includes Crossfield, Rocky View County and Mountain View County.

R. Blair & J. Schaffer spoke to a conditional grant application that has been approved for \$11,505.21. The Funding will be split with the Didsbury Fire Department for training costs. J. Schaffer expressed gratitude to Carstairs Fire Departments Training Officer Shaune Plumb for his assistance in obtaining the grant.

Motion 105/23 Motion by Councilor Wilcox to accept Carstairs Fire Department Review 2022 as information.

CARRIED

NEW BUSINESS:

1. Peace Officer Stats

R. Blair spoke to the 2022 Peace Officer stats, stating that Director of Emergency Services R. McKay was unable to attend tonight's meeting, but will be attending next meeting to go over the Full scope of the Emergency Service Department.

Motion 106/23

Motion by Councilor Wilcox to accept Peace Officer Stats as information.

CARRIED**2. RCMP Priorities**

R. Blair spoke to the previous year's priorities which include Increased Visibility & Traffic Safety, Youth Interaction, & Crime Prevention, R. Blair asked for feedback and suggestions on the Town of Carstairs RCMP Priorities.

Councilor Wilcox suggested there be more focus on domestic violence education.

Councilor Fricke asked if drug awareness could be a focus as well.

Motion 107/23

Motion by Councilor Wilcox to direct administration to send a letter to Staff Sergeant Stephen Browne of the Didsbury RCMP Detachment stating the Town of Carstairs top three priorities for the 2023 Annual Performance Plan (APP) which are Increased Visibility & Traffic Safety, Youth Interaction, & Crime Prevention (Family Violence & Drug Prevention & Education).

CARRIED**3. Provincial Police Funding**

R. Blair commented to the Provincial Police Funding requisition that increased far above the projected budgeted amount. The requisition increased by 30% and is due to the towns rise in population as well as the rise in assessment values.

Motion 108/23

Motion by Councilor Ball to accept Provincial Police Funding as information and authorize administration to draw \$ 27,261.00 from policing reserves for the Provincial Police Model Requisition.

CARRIED**BYLAWS & POLICIES:****1. Bylaw No. 2040 Bulk Water Facility Bylaw**

R. Blair spoke to the new Bylaw, the Bylaw was recommended for approval to Council by the Policy & Governance Committee.

Motion 109/23

Motion by Councilor Roberts to give first reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.

CARRIED

Motion 110/23

Motion by Councilor Ratz to give second reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.

CARRIED

Motion 111/23

Motion by Councilor Ball to move to third and final reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.

UNANIMOUSLY CARRIED

Motion 112/23

Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2040 Bulk Water Facility Bylaw as amended.

CARRIED**2. Policy No. 61-001-23 Construction and Infrastructure Standards**

R. Blair spoke to the changes made to Policy No. 61-001-23 Construction and Infrastructure Standards stating that the policy was reviewed by the Policy & Governance Committee and was recommended for adoption by Council.

Motion 113/23

Motion by Councilor Fricke to adopt Policy No. 61-001-23 Construction and Infrastructure Standards as amended.

CARRIED**3. Policy No. 23-002-23 Fire Attendance Compensation**

R. Blair spoke to the changes made to Policy No. 23-002-23 Fire Attendance Compensation stating the policy was reviewed by the Policy & Governance Committee and was recommended for adoption by Council.

J. Schaffer also spoke to the Policy, stating that there were previously no incentives for attaining a higher level of training. This policy allows members to be commended for their efforts in ensuring that they are properly compensated.

Councilor Ratz stated the Policy offers a reasonable timeline for training.

Councilor Fricke praised the Policy for striking a balance between merit and academics.

Councilor Ball questioned whether the Policy would have an impact on the budget and whether the budget could accommodate the change.

Motion 114/23

Motion by Councilor Roberts to adopt Policy No. 23-002-23 Fire Attendance Compensation as amended.

CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee

- Councilor Ball gave a verbal report of the Legislative & Emergency Services Committee meeting held on March 21, 2023. Councilor Ball stated that the Committee also performed a Municipal Annual Internal Review of Building inspections for Planning and development. Minutes and the Review are attached. Next meeting April 18, 2023.

2. Strategic Planning & Corporate Affairs Committee

- Councilor Roberts gave a verbal report of the Strategic Planning & Corporate Affairs Committee meeting held on March 27, 2023 prior to Council. Next meeting April 24, 2023

3. Policy & Governance Committee

- Councilor Fricke gave a verbal report of the Policy & Governance Committee meeting held on March 16, 2023. Next meeting is April 20, 2023

4. Mountain View Regional Waste Commission

- Councilor Wilcox gave a verbal report of the meeting held today March 27, 2023.

5. Mountain View Regional Water Commission

- Next Meeting April 12, 2023.

6. Mountain View Seniors' Housing

- Councilor Ratz gave a verbal report of the meeting held on March 16, 2023 Next meeting April 6, 2023

7. Municipal Area Partnership

- Next meeting April 13, 2023

Motion 115/23

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

CARRIED

COUNCILOR REPORTS:

Councilor Ball

- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.
- March 28, 2023 attending ICC Meeting
- Let Council know that The Rock Community Church is holding two Easter services on April 9, 2023 as well as a community breakfast where all are welcome.

Councilor Fricke

- March 16, 2023 attended Policy & Governance Committee Meeting.
- March 18, 2023 attended the regional 4-H Public Speaking Competition as a judge.
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.

Councilor Ratz

- March 16, 2023 attended Mountain View Seniors' Housing Meeting.
- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.

Councilor Roberts

- March 22, 2023 attended Carstairs Nature Space Meeting.
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee meeting.

Councilor Wilcox

- March 16, 2023 attended Policy & Governance Committee Meeting.
- March 16, 2023 attended Parkland Executive Meeting.
- March 21, 2023 attended Carstairs Public Library Board Meeting.
- March 27, 2023 attended Mountain View Waste Commission Meeting.

Deputy Mayor Allan

- March 21, 2023 attended Legislative & Emergency Services Committee Meeting.

Motion 116/23

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

CARRIED**CORRESPONDENCE:****1. Carstairs Public Library Board Renewal – Sarah Chicquen**

Motion 117/23

Motion by Councilor Ratz to renew Sarah Chicquen to the Carstairs Public Library Board for a 1 year term.

CARRIED**2. Carstairs Public Library Board Appointment – Lucie Salucop**

Motion 118/23

Motion by Councilor Ball to appoint Lucie Salucop to the Carstairs Public Library Board for a 3 year term.

CARRIED**3. Thank You card- Kiwanis Music Festival**

Motion 119/23

Motion by Councilor Wilcox to accept Thank You Card from Kiwanis Music Festival as information.

CARRIED**4. Arbor Day Proclamation**

- Council reviewed the letter provided for the request for proclamation of May 13, 2023 as Arbor Day in Carstairs.

Motion 120/23

Motion by Councilor Roberts to proclaim May 13, 2023 as Arbor Day in Carstairs.

CARRIED**5. National Public Works Week Proclamation**

- Council reviewed the letter provided for the request for proclamation of the week May 21-27, 2023 as National Public Works Week in Carstairs.

Motion 121/23

Motion by Councilor Ball to proclaim the week of May 21-27 2023 as National Public Works week in Carstairs.

CARRIED**CAO'S REPORT:**

- March 15, 2023 met with Kitstone developers.
- March 16, 2023 met with staff sergeant Brown.
- March 16, 2023 attended Policy & Governance Committee Meeting.
- March 17, 2023 met with Mountain View Regional Water Services.
- March 27, 2023 attended Strategic Planning & Corporate Affairs Committee Meeting.
- In the process of working with Emergency Services and Safety on modified work programs within the Town.
- In the process of working on the mitigation of infiltration by researching where the infiltration is coming from.

Motion 122/23

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

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

In response to an article in Mountain View Today stating that Chinooks Edge School Division has proposed building a new middle school in Carstairs, Councilor Ball confirms that no communication has been received by the town and wonders if this could be arranged even if the construction of the middle school is far in the future.

Motion 123/23

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

CARRIED

**PUBLIC QUESTION
PERIOD:****1. Anthony and Shirley Willies, and Coleen Fournier of the
Clover Condo Complex**

A. Willies wrote a letter to Council expressing his concerns about a stray cat problem that he and other Clover Condo Complex residents are experiencing. A. Willies stated that since development behind the complex has begun and old buildings have been removed the cats have needed to find new food and shelter. The residents are worried of the cats multiplying and carrying feline disease that impose danger to all domestic animals in the area. Coleen Fournier wonders why the town has not provided a location for a recue to reside.

R. Blair stated that although this is a problem that the Peace Officers are unable to trap the cats at the moment due to the low temperatures at night.

Council agreed to look into addressing the issue.

R. Blair acknowledges that stray cats are a problem, but is unsure how to solve it at this time. Also, opening the town to facilitate a building for a rescue comes with its own set of issues. Unfortunately, there isn't a good location for such a structure that won't disturb the neighbors.

Council Thanked the residents for coming in and expressing their concerns.

Motion 124/23

Motion by Councilor Fricke to accept Public Question period as information.

CARRIED

**MEDIA QUESTION
PERIOD:**

Nil

CLOSED MEETING:

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 125/23

Motion by Councilor Wilcox that Council closes the meeting to the public at 819 p.m. to discuss closed meeting session items.

CARRIED

Motion 126/23

Motion by Councilor Ratz to come out of the closed meeting session at 8:51 p.m.

CARRIED

Motion 127/23

Motion by Councilor Roberts to direct administration to waive sewer fees for Account Number 966010.

CARRIED

NEXT MEETING:

Tuesday, April 11, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 128/23

Motion by Councilor Ball to adjourn the meeting of March 27, 2023, at 8:52p.m.

CARRIED



Dean Allan, Deputy Mayor

Rick Blair, CAO