

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MARCH 13, 2023, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, & Wilcox, CAO Rick Blair, Director of Planning & Development Kirk Williscroft, Director of Legislative & Corporate Services Shannon Allison, MNP Auditors Shaun Pilling & Jerica Filanti, Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby, Councilor Roberts

CALL TO ORDER: Deputy Mayor Allan called the meeting of Monday, March 13, 2023, to order at 7:02 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:

Motion 084/23 Motion by Councilor Wilcox to adopt the Regular Council agenda of March 13, 2023, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 085/23 Motion by Councilor Ratz to adopt the Regular Council minutes of February 27, 2023, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

Nil

DELEGATIONS:

1.MNP LLP – 2022 Audit

- Shaun Pilling of MNP LLP outlined the 2022 audit. Stating that there was no significant deviations and no difficulties were encountered. The audit team is unaware of anything that came to their attention and is compliant with laws and regulations. No deficiencies of internal controls. No significant differences identified. The Auditors opinion is financial statements present fairly as of Dec 2022. A clean audit opinion. The statement of financial position proves the town is in healthy standings and has the services needed to provide for the needs to the community.

Council thanked the auditors for their thorough work.

Motion 086/23

Motion by Councilor Fricke to accept the 2022 Audit from MNP LLP as information.

CARRIED

NEW BUSINESS:

Nil

BYLAWS & POLICIES:

1. Bylaw No. 2038 Colby Land Use Redesignation

Motion 087/23

Motion by Councilor Ball to give second reading of Bylaw No. 2038 Colby Land Use Redesignation.

CARRIED

Motion 088/23

Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2038 Colby Land Use Redesignation.

CARRIED

COMMITTEE REPORTS:

1. Legislative & Emergency Services Committee
- Next meeting March 21, 2023.

2. Strategic Planning & Corporate Affairs Committee
- Next meeting March 27, 2023

3. Policy & Governance Committee
- Next meeting March 16, 2023.

4. Mountain View Regional Waste Commission
- Awaiting reports from E360
- Special meeting is TBA.

5. Mountain View Regional Water Commission
- Nothing to report

JES

6. Mountain View Seniors' Housing

- Councilor Ratz gave a verbal report of the Strategic Planning Meeting held on March 3, 2023. General topics included mission statement and values, current programs and opportunities, reviewed strategic priorities and discussed future plans.

7. Municipal Area Partnership

- R. Blair spoke to the Updated Terms of Reference.

Motion 089/23

Motion by Councilor Ball to accept the updated terms of reference for the Municipal Area Partnership as information.

CARRIED

Motion 090/23

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

CARRIED**COUNCILOR REPORTS:****Councilor Ball**

- March 13, 2023 attended Pre Audit meeting.

Councilor Fricke

- March 1, 2023 attended the AB municipalities Report webinar on Alberta's 2023 Budget.
- March 3, 2023 attended Mountain View Seniors Housing Strategic Planning retreat.
- March 13, 2023 attended Pre Audit meeting.

Councilor Ratz

- March 3, 2023 attended Mountain View Seniors Housing Strategic Planning retreat.
- March 13, 2023 attended Pre Audit meeting.

Councilor Roberts

- Absent.

Councilor Wilcox

- March 4, 2023 attended HSS 80's Grad fundraiser.
- March 13, 2023 attended Pre Audit meeting.

Deputy Mayor Allan

- March 13, 2023 attended Pre Audit meeting.

Motion 091/23

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

CARRIED**CORRESPONDENCE:****1. Parkland Airshed Management Zone- 2023 Membership**

Motion 092/23

Motion by Councilor Wilcox to accept the Parkland Airshed Management Zone as information.

CARRIED**2. Mountain View Seniors' Housing Foundation - Letter of Thanks**

Motion 093/23

Motion by Councilor Ratz to accept thank you letter from Mountain View Seniors' Housing Foundation as information.

CARRIED**3. Alberta Municipal Affairs – 2023 CCBF Allocations**

Motion 094/23

Motion by Councilor Ball to accept 2023 CCBF Allocations from Alberta Municipal Affairs as information.

CARRIED**4. Carstairs 4-H Show & Sale Committee – 2023 Annual Show & Sale Arena Rental**

- Councilors expressed concerns of the length of the request. Along with the cost of staff and equipment for setup and clean up.

Motion 095/23

Motion by Councilor Ratz to approve the letter of request from the Carstairs 4-H and authorize administration to provide a discounted rental rate for the memorial arena for the dates of May 19-28, 2023.

DEFEATED

CAO'S REPORT:

- February 28, 2023 attended asset management meeting.
- March 1, 2023 attended meeting with CIMA and ISL.
- March 2, 2023 met with Mountain View County to go over fire sub agreement.
- March 6, 2023 attended a scope meeting with CIMA
- March 7, 2023 attended a Draft audit meeting with MNP LLP
- Received a Pickle ball grant for \$12.25 per capita from Mountain View County.
- Infiltration investigation is ongoing.
- Investigating a water leak.
- Safety audit in the works.
- Reviewing cemetery policies.
- Communications department is looking into push notifications.

Motion 096/23

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

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

Had a Resident looking for information on the progress of Havenfield Park. Council discussed the last exchange of information the group stated that they would come up with their own funds.

2. Councilor Fricke

Had a Response from a resident about the Public hearing notice map in the paper stating that it was illegible.

CAO Blair stated that it was the largest map that has ever been posted to the paper. It was suggested for a bigger map to visit the town's website.

Motion 097/23

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

CARRIED**PUBLIC QUESTION PERIOD:**

Nil

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 098/23

Motion by Councilor Wilcox that Council closes the meeting to the public at 7:36 p.m. to discuss closed meeting session items.

CARRIED

Motion 099/23

Motion by Councilor Ball to come out of the closed meeting session at 8:01p.m.

CARRIED**NEXT MEETING:**

Monday, March 27, 2023 at 7:00 p.m.

ADJOURNMENT:

Motion 100/23

Motion by Councilor Wilcox to adjourn the meeting of March 13, 2023, at 8:02 p.m.

CARRIED

Dean Allan, Deputy Mayor

Rick Blair, CAO