



REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, JANUARY 12, 2026, 7:00 P.M.

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

a) Adoption of agenda of January 12, 2026

Motion: To adopt the agenda of January 12, 2026

4. ADOPTION OF MINUTES

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a) Adoption of Public Hearing minutes of December 8, 2025 (addendum 4.a)

Motion: To adopt the Public Hearing minutes of December 8, 2025



4 - 10

b) Adoption of Regular Council minutes of December 8, 2025 (addendum 4.b)

Motion: To adopt the Regular Council minutes of December 8, 2025



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c) Adoption of Special Council minutes of December 16, 2025 (addendum 4.c)

Motion: To adopt the Special Council minutes of December 16, 2025



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

7. BYLAWS AND POLICIES

12 - 17

a) Bylaw No. 1060 Cat Control Bylaw - Amended (addendum 7.a)



18 - 30

b) Bylaw No. 1079 Dog Control Bylaw - Amended (addendum 7.b)



31 - 32

c) Policy No. 26-022-25 Animal Foster Homes (addendum 7.c)



8. NEW BUSINESS

| | | |
|---------|----|---|
| 33 - 35 | a) | Fortis Distribution Tariff Announcement (addendum 8.a)  |
| 36 - 38 | b) | Planning & Development 2025 Overview (addendum 8.b)     |

9. COMMITTEE REPORTS

39 - 40

- a) POLICIES & PRIORITIES COMMITTEE
- i) Minutes of December 16, 2025 (addendum 9.a.i)

- b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- c) MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION
- d) MOUNTAIN VIEW SENIORS HOUSING

10. COUNCILOR REPORTS

- a) COUNCILOR BALL
- b) COUNCILOR FRICKE
- c) COUNCILOR ROBERTS
- d) COUNCILOR SELANDERS
- e) COUNCILOR TOLLEY
- f) COUNCILOR WILCOX
- g) MAYOR ALLAN

11. CORRESPONDENCE

12. CAO'S REPORT

13. COUNCILOR COMMENTS

14. PUBLIC QUESTION PERIOD

15 CLOSERD MEETING

a) 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 (AITA), 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).

16. ADJOURNMENT

**MINUTES OF THE PUBLIC HEARING MEETING
BYLAW NO. 2063 – RESERVOIR SERVICE LINE BORROWING BYLAW
MONDAY, DECEMBER 8, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

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

ABSENT: Nil

CALL TO ORDER: Mayor Allan called the Public Hearing of Monday, December 8, 2025, to order at 7:00 p.m.

PURPOSE: **1. Bylaw No. 2063 – Reservoir Service Line Borrowing Bylaw**
The purpose of this Public Hearing is to receive and consider; Bylaw No. 2063 Borrowing Bylaw Reservoir Service Line. **This bylaw authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) in the amount of \$1,500,000.00** for the purpose of the Municipality's contribution towards the Reservoir Service Line.

DELEGATIONS: Nil

PUBLIC QUESTION PERIOD: Nil

ADJOURNMENT: Motion by Councilor Wilcox to adjourn the Public Hearing meeting of December 8, 2024, at 7:01 p.m. **CARRIED**

Dean Allan, Mayor

Rick Blair, CAO

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, DECEMBER 8, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

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

ABSENT: Nil

CALL TO ORDER: Mayor Allan called the meeting of Monday, December 8, 2025, to order at 7:01 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion 363/25 Motion by Councilor Tolley to adopt the Regular Council agenda of December 8, 2025, as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

Motion 364/25 Motion by Councilor Roberts to adopt the Regular Council Meeting minutes of November 24, 2025, as presented.

CARRIED

**BUSINESS ARISING FROM
PREVIOUS MEETING:**

1. 2026 Budget Update

S. Allison presented the draft Capital and Operating Budgets again, noting the addition of the Legislative Management position increase. She also provided an update on the planned upgrades to Elks Park, which include removing older equipment, installing spinner bowls, upgrading fencing, and completing approximately \$20,000 in small repairs. She added a budget item for the replacement of the water bottle filling station at the Carstairs Community Hall at a cost of \$4,300. A carry-forward of remaining funds from the 2025 Golf Course bunker renovations was also included and added to the 2026 bunker renovation budget. Splash Park repairs came back lower than expected, requiring only \$3,000 in parts; however, the sunshade came in a bit over original quote.

CAO Blair noted an added budget item for the installation of a fence near Meadow Park on the Municipal Reserve area. This addition is in response to a recurring issue with homeowners using Greenspace as a back-alley access point; the fence would prevent vehicles from driving through. Councilor Tolley asked whether residents could request permission to move items such as hot tubs across Municipal Reserve land. CAO Blair responded that this could be considered on a one-off basis. Councilor Selanders asked whether, in fencing this area, there was potential to repurpose it as another dog park. CAO Blair explained that a fully fenced dog park would still require additional construction if Council wished to pursue that option.

Stats Canada has set the 2026 COLA at 2.2%. As per Council's previous direction, the budget presented included a 3% COLA, totaling just over \$24,000.

Councilor Fricke asked what Council needs to decide in order to move the budget forward. CAO Blair advised that Council must set the COLA today and ask any questions related to the Capital and Operating Budgets. Councilor Fricke expressed support for a 3% COLA. Councilor Wilcox asked Councilor Fricke whether MVSH has set their COLA, noting that MVR Waste set theirs at 2.3%. Councilor Fricke will review notes from the last MVSH meeting. Councilor Tolley asked what Council has historically done for COLA. CAO Blair stated that in previous years Council has at times approved a COLA higher than the percentage set by Stats Canada. Mayor Allan added that he personally supports 3%, noting that \$24,000 is a relatively small amount within a \$20 million budget.

Motion 365/25 Motion by Councilor Fricke to direct administration to provide a 3% COLA increase.

CARRIED

Motion 366/25 Motion by Councilor Ball to accept 2026 Budget Update as information.

CARRIED

Regular Council Meeting – December 8, 2025,**Page 2 of 7****DELEGATIONS:****1. Carstairs Heritage Centre-John Cole, Darrel Herman President, Bob Peele Treasurer.**

D. Herman introduced himself as the Board President and introduced his team: J. Cole, Curator, and B. Peel, Treasurer.

J. Cole thanked Council for having them and offered congratulatory remarks. He noted he has been a lifelong resident of Carstairs and reiterated the Museum's mission to collect, preserve, and record Carstairs' history from its first settlement to the present day.

For 2025, the Museum recorded 3,857 visitors, an increase of 886, a record year for attendance. In addition to on-site visitors, the Museum conducted extensive community outreach and was open 279 days to the public. All revenue goes toward operational maintenance, improving accessibility, increasing public access, and continuing collections management work. Advertising will also be a focus as the Museum celebrates its 40th anniversary in 2026.

B. Peele, Treasurer, reported 2025 revenue of \$108,283 and expenses of \$109,745, resulting in a \$1,462 deficit. For 2026, the Museum projects revenues of \$128,564 and is requesting the Town increase its contribution by 2%, for a total Town contribution of \$60,083.

Councilor Fricke asked whether the COLA increase is separate from the Museums budget. CAO Blair confirmed that it is. Councilor Fricke also asked J. Cole a question on grants, J. Cole stated that the Museum received a \$25,000 Alberta Museums Association grant, and they will also be applying for the two-year Institutional Projects Grant, due in February.

Councilor Selanders had no questions and thanked the delegation for the information, noting that if a casino fundraiser became a possibility, she would like to be included to volunteer.

Councilor Tolley asked whether all artifacts are on site. J. Cole responded that approximately 10% are on display, with more sensitive artifacts rotated into storage.

Councilor Wilcox thanked the delegation, noting the request represented a modest increase. J. Cole added they are hoping to secure funding for two summer students—half from Young Canada Works and half from Canada Summer Jobs.

Mayor Allan thanked J. Cole and B. Peele for the detailed information.

Motion 367/25

Motion by Councilor Fricke to accept the Carstairs Heritage Centre Delegation as information.

CARRIED**2. Carstairs Citizens on Patrol-Ernie Bradley**

E. Bradley congratulated Council on their election and noted he is the current President of Carstairs Citizens on Patrol. He reported that patrollers logged over 210 hours and 2,742 km using their personal vehicles up to October 31, 2025. The organization currently has 16 volunteers. Revenues totaled \$3,123.01, with expenses of \$3,639.00.

Councilor Fricke asked about the biggest trends the patrollers are responding to. E. Bradley noted that residents leaving garage doors open remains a frequent issue. Councilor Fricke thanked him and all volunteers for their service.

Councilor Ball asked about memberships. E. Bradley confirmed they currently have 16 members and have recently signed up two more; in 2025, a total of seven new volunteers have joined.

Councilors collectively thanked the volunteers for their continued commitment and time.

Mayor Allan thanked E. Bradley for the report.

Motion 368/25

Motion by Councilor Selanders to accept Carstairs Citizens on Patrol Delegation as information.

CARRIED

Regular Council Meeting – December 8, 2025,**Page 3 of 7****3. Church Link-Kelly Sikstrom**

K. Sikstrom greeted Council, noting it was nice to see everyone, and introduced himself as working with Bethel Church and representing the Carstairs Church Link. He congratulated both new and returning Council members. He explained that the Church Link is made up of representatives from local churches who work together to support community service initiatives. Their activities include weekly services at Chinook Winds Lodge, the community church service at B&B Days, participation in Carstairs Carol Fest, and running summer day camps, soccer programs, and Vacation Bible School. He expressed gratitude to the Town for its continued support. K. Sikstrom outlined the group's work in responding to community needs, noting they have assisted with groceries, bill payments, medications, gas gift cards, short-term counseling, and support for families during extended hospital stays. They also supply winter clothing for children, groceries through school guidance counselors, and assist with Christmas hampers. Requests often come through Lori King, and decisions are made collaboratively, following established policies and guidelines to ensure a compassionate and coordinated response. He noted that the Town provides \$10,000 annually, with \$6,000 directed to individual and family support and \$4,000 to programs. Requests have increased to approximately one to three per month, typically ranging from \$200 to \$700 and generally provided as one-time assistance. Gift cards are often used to ensure appropriate use of support. Lori King remains actively involved in their work, and CAO Blair attends meetings as well. He emphasized appreciation for the Town's partnership, and CAO Blair added that the Church Link helps fill gaps that FCSS cannot address.

Councilor Wilcox thanked the group for all their work, noting that FCSS cannot directly fund families, which makes their role valuable.

Councilor Tolley asked how many families are assisted per year. K. Sikstrom estimated approximately 20 families, and that the number is expected to increase as the population grows.

Councilor Roberts thanked the Church Link and all its partners.

Councilor Ball had no questions and thanked them for fulfilling this important need.

Councilor Selanders echoed thanks, expressing appreciation for the collaboration in serving the community.

Councilor Fricke asked whether needs outside of food security and basic support have changed. K. Sikstrom noted new situations, such as providing motel stays for individuals needing temporary shelter.

Mayor Allan commended the program, calling it fantastic. K. Sikstrom thanked Council for their ongoing support.

Motion 369/25

Motion by Councilor Ball to accept Church Link Delegation as information.

CARRIED

4. Carstairs Heritage Festival-Bob Green, Garry Lampitt

B. Green provided a verbal presentation on behalf of the Carstairs Heritage Festival, noting he has stepped back from the committee but is assisting with the update. He reported that last year was an exceptional year due to the memorial for Sharon Lampitt, which resulted in increased sponsorship. The event raised \$25,600, with \$22,000 in expenses, resulting in a \$5,200 profit. For 2026, they expect sponsorship revenue to decrease slightly and are requesting \$3,000 in financial assistance from the Town, along with in-kind support such as street sweepers, road closures, and barricades. The festival budget will be finalized at the next board meeting. G. Lampitt added that the fundraising committee will begin efforts in May for the June event.

Councilor Ball thanked the group for putting on the event, noting the increased participation.

Councilor Wilcox asked whether local grants have been applied for, noting an application the festival may qualify for; intake opens in January and will be forwarded to B. Green.

Regular Council Meeting – December 8, 2025,**Page 4 of 7**

Mayor Allan thanked B. Green for the update.

Motion 370/25 Motion by Councilor Roberts to accept Carstairs Heritage Festival Delegation as information.

CARRIED**BYLAWS & POLICIES: 1. Bylaw No. 2063 Reservoir Service Line Borrowing Bylaw**

Motion 371/25 Motion by Councilor Ball to give second reading of Bylaw No. 2063 Reservoir Service Line Borrowing Bylaw, as presented.

CARRIED

Motion 372/25 Motion by Councilor Wilcox to give third and final reading of Bylaw No. 2063 Reservoir Service Line Borrowing Bylaw, as presented.

CARRIED**2. Bylaw No. 2064 Rates & Fees Bylaw**

S. Allison presented the proposed Bylaw to repeal Bylaw 2056, effective January 1, 2026, noting that all information had been provided by the respective directors. Changes highlighted included updates to water fees, bulk water fees, and a decrease in the NSF fee. Councilor Fricke stated she is not in favor of reducing the NSF fee. CAO Blair explained that the changes are intended to align with legislation. Councilor Selanders asked whether interest is added for NSF payments. S. Allison clarified that interest depends on the circumstance: for payments through TIPS, interest is only applied after two NSF occurrences, whereas utility NSF fees accrue interest. Councilor Selanders indicated support for reducing the fee. Councilor Tolley confirmed that lowering the NSF fee will not result in lost revenue, which CAO Blair confirmed. Councilor Fricke expressed concern that such reductions shift costs onto municipalities, while S. Allison noted that most municipalities are considering similar reductions. Councilor Wilcox stated she understood Councilor Fricke's point but is comfortable with the reduction to \$20.

Other changes included clarification of ATIA/POPA vs FOIP, the addition of a continuous non-compliance fee of \$50, and increases to building and development fees. Councilor Selanders noted her support for these changes and asked if the numbers are included in the estimated revenue, which S. Allison confirmed.

Most other schedules were updated to realign bylaw numbers and ensure that all fine references and amounts are consistent with the current Rate & Fees Bylaw.

Councilor Selanders noted there is no benefit to offering a "Party Rate" for the arena and requested it be adjusted to provide a discount. She also inquired about the listing of Fire Services unit numbers. S. Allison explained that the province, and in some cases insurance, requires billing for specific units on scene, as set by Alberta Infrastructure.

Councilor Tolley asked whether water increases could be expected regularly. CAO Blair responded that the Water Commission owns substantial infrastructure that requires ongoing maintenance, so regular increases are anticipated.

Motion 373/25 Motion by Councilor Wilcox to accept Bylaw No. 2064 Rates & Fees Bylaw, as information.

CARRIED**3. Bylaw No. 2065 Revolving Line of Credit**

S. Allison explained that the municipality is required to have a renewal bylaw for its operating line of credit. This process has been in place for over 20 years, and the municipality has not needed to use the line of credit for the past 7–8 years.

Motion 374/25 Motion by Councilor Tolley to give first reading of Bylaw No. 2065 Revolving Line of Credit, as presented.

CARRIED

Motion 375/25 Motion by Councilor Wilcox to give second reading of Bylaw No. 2065 Revolving Line of Credit, as presented.

CARRIED

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Motion 376/25

Motion by Councilor Selanders to move to third and final reading of Bylaw No. 2065 Revolving Line of Credit, as presented.

UNANIMOUSLY CARRIED

Motion 377/25

Motion by Councilor Ball to give third and final reading of Bylaw No. 2065 Revolving Line of Credit, as presented.

CARRIED**NEW BUSINESS:****1. Library Board Appointment Renewal-Wendy Knudson**

Motion 378/25

Motion by Councilor Wilcox to reappoint Wendy Knudson to the Carstairs Library Board for another 2-year term.

CARRIED**2. Transfer of Surplus Funds**

R. Blair advised Council of the process for moving any surplus to the Operation Stabilization Fund.

Councilor Selanders asked how much the surplus would be. CAO Blair noted he is unsure at this time but will provide projections at the upcoming Policies & Priorities Committee Meeting.

Motion 379/25

Motion by Councilor Roberts to approve the transfer of any surplus funds from 2025 to the Operation Stabilization Fund.

CARRIED**COMMITTEE REPORTS:****1. Policies & Priorities Committee**

- Next meeting December 16, 2025.

2. Mountain View Regional Waste Commission

- Councilor Wilcox provided a verbal report from the December 8, 2025, meeting. She was elected as Chair. The commission is in a good financial position. The COLA was set at 2.33%. Next meeting in April.

3. Mountain View Regional Water Services Commission- Council reviewed the letter of the justification for the rate increase.
- Next meeting December 10, 2025.**4. Mountain View Seniors' Housing**

- Next meeting December 11, 2025.

Motion 380/25

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

CARRIED**COUNCILOR REPORTS:****1. Councilor Ball**- Councilor Ball provided a verbal report.
- November 26, 2025, attended Active Shooter Training.
- December 2, 2025, participated in the Candy Cane Check Stop.
- December 8, 2025, attended the Public hearing prior to Council.**2. Councilor Fricke**- Councilor Fricke provided a verbal report.
- November 26, 2025, attended Active Shooter Training.
- December 2, 2025, participated in the Candy Cane Check Stop.
- December 8, 2025, attended the Public hearing prior to Council.**3. Councilor Roberts**- Councilor Roberts provided a verbal report.
- December 8, 2025, attended the Public hearing prior to Council.**4. Councilor Selanders**- Councilor Selanders gave a verbal report.
- December 2, 2025, participated in the Candy Cane Check Stop.
- December 8, 2025, attended the Public hearing prior to Council.**5. Councilor Tolley**- Councilor Tolley provided a verbal report.
- December 8, 2025, attended the Public hearing prior to Council.**5. Councilor Wilcox**- Councilor Wilcox provided a verbal report.
- December 8, 2025, attended the Public hearing prior to Council.**6. Mayor Allan**- Mayor Allan provided a verbal report.
- December 2, 2025, participated in the Candy Cane Check Stop.
- December 8, 2025, attended the Public hearing prior to Council.

Motion 381/25

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

CARRIED**CORRESPONDENCE:****1. Kiwanis Music Festival**

Council reviewed the letter requesting financial support.

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|--|---|--------------------|
| Motion 382/25 | Motion by Councilor Roberts to direct administration to accept the same funding model as in the past and donate \$500 to the Olds and District Kiwanis Music Festival Society. | CARRIED |
| | 2. AltaLink Congratulatory Letter Council reviewed the letter congratulating Council on the recent election. | |
| Motion 383/25 | Motion by Councilor Wilcox to accept AltaLink Congratulatory letter as information. | CARRIED |
| | 3. Parkland Regional Library Council reviewed the package from Parkland Regional Library outlining the benefits of the system. | |
| Motion 384/25 | Motion by Councilor Wilcox to accept Parkland Regional Library package as information. | CARRIED |
| CAO'S REPORT: | <ul style="list-style-type: none">- November 25, 2025, attended a Regional CAOs meeting. An All Council ICC meeting is scheduled for January 26, 2026.- November 27, 2025, met with MVC regarding the fire budget.- December 1, 2025, attended a developer meeting.- December 1, 2025, met with D. Nielsen of HSS. A meeting with the Superintendent of CESD is scheduled for December 10, 2025.- December 2, 2025, attended the Planning and Engineering meeting and discussed land use and civic maps.- December 4, 2025, participated in a site meeting at the Carstairs Water Reservoir.- Working on new policies and bylaws including the Operating Stabilization Fund, Declaration of Interest and Social Media Policy.- A Special Meeting is required after the Policies and Priorities Committee Meeting on December 16, 2025. The purpose is to pass the budget and the Rates and Fees Bylaw.- Scheduling facility tours with all councils and departments for the New Year. | |
| Motion 385/25 | Motion by Councilor Wilcox to accept CAO's Report as information. | CARRIED |
| COUNCILOR COMMENTS: | 1. Councilor Selanders <ul style="list-style-type: none">- Asked for an update on a playground concern. K. Williscroft will follow up when back from holidays. The wood chips are within the required materials, and the playground is still under developer ownership. 3. Councilor Tolley <ul style="list-style-type: none">- Wished Mayor Allan a happy birthday. | |
| Motion 386/25 | Motion by Councilor Roberts to accept Councilor Comments as information. | CARRIED |
| PUBLIC QUESTION PERIOD: | Nil | |
| CLOSED MEETING: | 1. Disclosure harmful to Business Interests of a Third Party- Section 19 <i>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).</i> | |
| Motion 387/25 | Motion by Councilor Tolley that Council close the meeting to the public to discuss Disclosure harmful to Business Interests of a Third Party, as per Section 19, of the ATIA, at 8:53 p.m. | CARRIED |
| Motion 388/25 | Motion by Councilor Wilcox to come out of the closed meeting session at 9:07 p.m. | CARRIED |
| NEXT MEETING: | Monday, January 12, 2026, at 7:00 p.m. | |

Regular Council Meeting – December 8, 2025,

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ADJOURNMENT:

Motion 389/25

Motion by Councilor Ball to adjourn the meeting of December 8, 2025,
at 9:08 p.m.

CARRIED

Dean Allan, Mayor

Rick Blair, CAO

**MINUTES OF THE SPECIAL COUNCIL MEETING
TUESDAY, DECEMBER 16, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

| | |
|--------------------------------------|--|
| ATTENDEES: | Mayor Allan, Councilors Ball, Fricke, Selanders, Tolley, Roberts & Wilcox, Director of Corporate & Legislative Services Shannon Allison, Director of Planning & Development & Deputy CAO Kirk Williscroft, CAO Rick Blair, & Recording Secretary Amy Phillips |
| ABSENT: | Nil |
| CALL TO ORDER: | Mayor Allan called the Special Council meeting of Tuesday, December 16, 2025, to order at 2:31 p.m. |
| ADDED ITEMS: | 1. Transfers for Lateral Line Construction to 3.c |
| PURPOSE: | <i>The Purpose of this Special Meeting is to receive and consider:</i> 1. 2026 Capital and Operating Budget S. Allison presented the 2026 Capital and Operating Budgets. Council had no questions or concerns. |
| Motion 390/25 | Motion by Councilor Fricke to approve the 2026 Capital and Operating Budget as presented. CARRIED |
| | 2. Bylaw No. 2064 Rates & Fees Bylaw S. Allison spoke to the changes requested at the last Regular Council meeting. Council had no questions or concerns. |
| Motion 391/25 | Motion by Councilor Wilcox to give first reading of Bylaw No. 2064 Rates & Fees Bylaw, as presented. CARRIED |
| Motion 392/25 | Motion by Councilor Tolley to give second reading of Bylaw No. 2064 Rates & Fees Bylaw, as presented. CARRIED |
| Motion 393/25 | Motion by Councilor Roberts to move to third and final reading of Bylaw No. 2064 Rates & Fees Bylaw, as presented. UNANIMOUSLY CARRIED |
| Motion 394/25 | Motion by Councilor Ball to give third and final reading of Bylaw No. 2064 Rates & Fees Bylaw, as presented. CARRIED |
| | 3. Transfers for Lateral Line Construction R. Blair spoke to the requirement to transfer funds for Lateral Line Construction from the operation stabilization fund, once the debenture is funded monies will be repaid to the operations stabilization fund. |
| Motion 395/25 | Motion by Councilor Wilcox to direct administration to facilitate transfers for Lateral Line Construction until debenture is finalized. CARRIED |
| ADJOURNMENT: Motion 396/25 | Motion by Councilor Ball to adjourn the Special Council meeting of December 16, 2025, at 2:45 p.m. CARRIED |

Dean Allan, Mayor

Rick Blair, CAO

Bylaw No. 1060-Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, the purpose of this Bylaw is to regulate and control cats within the limits of the Town of Carstairs.

WHEREAS, Section 7. (a) of the Municipal Government Act, RSA 2000, Ch. M-26 as amended; a council may pass bylaws for municipal purposes respecting the following matter; the safety, health and welfare of people and the protection of people and property;

WHEREAS, Section 7. (h) of the Municipal Government Act, Chapter M-26 RSA 2000 as amended; a council may pass bylaws for municipal purposes respecting the following matter; wild and domestic animals and activities in relation to them;

WHEREAS, it is deemed expedient to enact a Bylaw for the regulation and control of cats within the boundaries of the Town of Carstairs:

NOW THEREFORE the Municipal Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw may be referred to as the **“Cat Control Bylaw”**.
2. In this Bylaw:
 - a. **“CAO”** means the appointed Chief Administrative Officer for the Town of Carstairs, or a person designated to act on behalf of the Chief Administrative Officer for the Town of Carstairs.
 - b. **“Carstairs”** means the Municipal Corporation of the Town of Carstairs or the area contained within the boundary thereof as the context requires.
 - c. **“Cat”** means either a male or female feline family.
 - d. **“Municipal Tag”** A Peace Officer may issue and serve a municipal tag on any person the Peace Officer has reasonable and probable grounds to believe has contravened a provision of this bylaw by:
 - i. Personally, serving the municipal tag on the person; or
 - ii. Mailing a copy of the municipal tag by pre-paid post to the address provided by a person on a permit application, or a person’s last known postal address

A municipal tag shall be in a form approved by the Chief Administrative Officer and shall state:

- i. The name of the person to whom the municipal tag is issued;
- ii. The particulars of the contravention of the bylaw;
- iii. The specified penalty for the offence as set out in the Rates and Fees Bylaw;
- iv. That the specified penalty shall be paid in (30) days of the issuance of the municipal tag in order to avoid prosecution; and
- v. Any other information as may be required by the CAO.

- e. **“Owner”** means an individual or body corporate having legal title to the animal and includes any person who has possession or custody of the animal, either temporarily or permanently, or suffers the animal to remain on his/her premises.
- f. **“Peace Officer”** shall mean a Bylaw Officer who is appointed by the Town of Carstairs, a Peace Officer appointed by the Province of Alberta, a member of the Royal Canadian Mounted Police or any other local policing authority.
- g. **“Runs at Large”** means off the premises of the owner and not under the control of any person.
- h. **“Violation Ticket”** If a municipal tag has been issued and the specified penalty on the municipal tag has not been paid within the prescribed time, a Peace Officer may issue a violation ticket to the person to whom the municipal tag was issued
 - i. A Peace Officer may, in the sole discretion, elect to issue and serve a violation ticket without first issuing a municipal tag.

- ii. A Peace Officer is authorized to issue a violation ticket, to any person the peace officer believes, on reasonable and probable grounds, has committed an offence under this bylaw, under Part 2 or Part 3 of the Provincial Offences and Procedure Act.
- iii. If a violation ticket is issued it must be in the prescribed form and must:
 - state the specified penalty for the offence as set out in the Rates and Fees Bylaw; or
 - require the person to appear in Provincial Court with or without the alternative of making a voluntary payment.

1. RESPONSIBILITY OF CAT OWNER

The owner of the cat shall:

- a. Ensure that the cat is not running at large, and
- b. Ensure if cat defecates on any public or private property other than the property of its owner, the owner shall remove such defecation immediately;
- c. Not allow the premise to become littered with cat feces to an extent that the premise becomes objectionable, either visually or because of foul odors, to residents of neighboring properties.
- d. Shall not allow or permit their cat to damage public property or the property of any other person or to injure or harass domestic or wild animals such as other cats or birds, or people, but not to include mice, voles and moles on the owner's property.

2. COMMUNICABLE DISEASES

An owner of a cat known to have or suspected of having rabies:

- a. Shall immediately report the matter to Agriculture Canada, Veterinary Inspection Directorate or to a Peace Officer.
- b. Shall confine or isolate the cat, in such a manner as prescribed by the persons in subsection 7 (a) so as to prevent further spread of the disease;
- c. Shall keep the cat confined for not less than ten (10) days.

3. LICENSING

The owner of a cat shall obtain a lifetime license for such cat (3 months of age or older) and shall pay for such license as set out in the Rates & Fees Bylaw.

- a. Upon payment of the license fee by the owner the Town **Administration** Office shall issue to the owner a metallic tag for each cat license.
- b. Every owner shall provide his or her cat with a collar to which the owner shall affix the metallic tag for such cat and the owner shall ensure that the collar and tag are worn by such cat whenever the cat is off such owner's premises.
- c. Upon losing a cat license the owner of a cat shall contact the Town **Administration** Office **Staff** who will issue a new tag to the owner.
- d. Anyone who becomes owner of a cat for which a license has been obtained for the current calendar year shall advise the Town **Administration** Office of such change of ownership on the first day the Town **Administration** Office is open after he or she becomes owner of the cat but no additional license fee is payable in such event.
- e. No person shall be entitled to a license rebate under this Bylaw.
- f. The municipality shall keep current records of:
 - i. the name and address of each owner;
 - ii. the breed, color and sex of each owner's cat
 - iii. the number on each metallic tag issued to the owner for his or her cat; and
 - iv. the license fees paid by each owner
- g. A cat license is not required by persons temporarily in the Town for a period not exceeding two weeks in any calendar year.

- h. Any person temporarily in the Town for a period of greater than two weeks in any calendar year and who would otherwise be required to obtain a license for a cat under this Bylaw, may apply to the Chief Administrative Officer for an extension of the two week grace period described in subsection 3 (g).

4. FOSTERING

Foster homes operating in the Town of Carstairs must notify the Town Administrative Office within five (5) Days by completing a Animal Foster Permit Form; All foster homes are required to comply with this bylaw and the Animal Foster Policy No. 26-022-25.

5. ANIMAL CONTROL AUTHORITY

- a. The Peace Officer shall keep an up to date record of all complaints, notices, and reports regarding cats and a similar record of their disposition.
- b. A Peace Officer may seize and impound any cat running at large.

6. INTERFERENCE WITH ENFORCEMENT OF A BYLAW

No person, whether or not he is the Owner of a cat which is being or has been pursued or captured shall:

- a. interfere with or attempt to obstruct a Peace Officer who is attempting to capture or who has captured any cat in accordance with the provisions of this bylaw; or
- b. open the vehicle in which cats captured for impoundment have been placed, so as to allow or attempt to allow any cat to escape therefrom;
- c. remove or attempt to remove any cat from the possession of the Peace Officer.

7. RECLAIMING

- a. The owner of any impounded cat may reclaim the cat from the Town by paying the fees as set out in the Rates & Fees Bylaw.
- b. A Peace Officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any impounded cat, its owner, if known, and to a veterinarian and a Peace Officer shall take into account any recommendations of such veterinarian in dealing with the cat while the cat is impounded.
- c. An owner of an impounded cat shall be liable to the Town **of Carstairs** for any fees or expenses incurred in consulting with a veterinarian or providing any care recommended by a veterinarian in respect of such impounded cat.

8. RELEASE OF IMPOUNDED CATS

- a. The Town shall keep all impounded cats for a period of at least 72 hours, including the day of impounding. Sundays and Statutory Holidays shall not be included in the computation of the 72-hour period. During this period, any cat may be redeemed, by its Owner, upon payment to the Town of:
 - i. impound, kennel and necessary veterinary fees incurred as a result of the impoundment and/or,
 - ii. accepting service of the appropriate bylaw violation ticket
- b. At the expiry of the 72-hour period, any cat not redeemed may be put up for adoption and any proceeds kept by the Town.
- c. The Peace Officer shall report any apparent illness, communicable disease, injury, or unhealthy condition of any cat to a veterinarian and act upon his/her recommendation. The owner, if known, shall be held responsible for all charges resulting therefrom.

9. TRAPPING OF CATS

- a. Any person who has a complaint about a cat running at large or causing damage to their property may request a cat trap from the Town of Carstairs.
- b. Complainants, upon receiving a cat trap, shall comply with the Procedure and Guidelines for the Trapping of Stray Cats, annexed as Schedule "A" to this Bylaw, and such other terms and conditions as the Town may require.
- c. The provision of a cat trap to a Complainant shall be at the sole discretion of the Town of Carstairs.

10. OFFENCES

- a. Any person whose:
 - i. cat runs at large is guilty of an offence
 - ii. cat damages public or private property is guilty of an offence
 - iii. found to have contravened any provision of Section **5 6** of this Bylaw is guilty of an offence Specified Penalties for offences are located in the Rates & Fees Bylaw

11. OTHER PROVISIONS

- a. No person shall:
 - i. entice a cat to run at large; or
 - ii. tease a cat caught in a cat trap; or
 - iii. throw or poke any object into a cat trap when a cat is caught therein; or
 - iv. fail to check a set cat trap on his premises hourly, or as otherwise required by the Town; or
 - v. leave a set cat trap unattended, except as authorized by the Town; or
 - vi. leave a cat trap set between the hours in Schedule A.1 (g), unless authorized by the Town; or
 - vii. fail to deliver a trapped animal to the Town within 24 hours of the time it is trapped.

12. ENFORCEMENT

- a. All fines for contravention of this Bylaw are outlined in the current Rates & Fees Bylaw.
- b. The Peace Officer may enforce the provisions of this Bylaw and, where he or she has reasonable grounds to believe that a person has committed a breach of any provision of this Bylaw, he or she may issue an offence ticket to an Owner of a cat alleged to have committed one or more of the offences hereinbefore described designating the specified penalty for such offence.
- c. A Peace Officer who finds any person who violates any of section **9 10(a)** who is the person in lawful control of the issued trap may seize the trap immediately upon noting the violation as well as issue an offence notice or Provincial Summons for the violation. If the person issued the offence notice or Provincial Summons is found guilty The Peace Officer may refuse future requests for a trap by the convicted person.

13. PENALTIES – VOLUNTARY PAYMENT

- a. Where a Peace Officer, believes that a person has contravened any provisions of this Bylaw, he or she may in his or her absolute discretion serve upon such a person a Municipal tag provided by this section either personally or by mailing by ordinary mail addresses to or leaving the tag at the last known address of such person and such service shall be good and sufficient for the purpose of this Bylaw;
- b. A Municipal Tag under this section shall in such form as determined by the Town and shall state the section of this Bylaw which the person to whom such Municipal Tag is issued is accused of having violated, and the amount from the Rates & Fees Bylaw that will be accepted by the Town in lieu of prosecution;
- c. Upon the production of a Municipal Tag issued pursuant to this section within ten (10) days from the issue thereof together with the payment to the Town of the fee provided in the Rates & Fees Bylaw. The person to whom the Municipal Tag was issued shall not be liable for prosecution for the contravention in respect of which the Municipal Tag was issued;
- d. Nothing in this section shall prevent a person to whom a ticket has been issued from defending any prosecution commenced by the Town for any contravention of the provisions of this Bylaw.
- e. If an a Peace Officer believes that a person has contravened any provision of this Bylaw, he or she may commence proceedings by issuing a summons by means of a Violation Ticket in accordance with Part 2 of The Provincial Offences Procedures Act, R.S.A. 2000, Chapter P-34 as amended.

f. The specified penalty payable in respect of a contravention of a provision of this Bylaw in proceedings commenced under The Provincial Offences Procedure Act is the amount shown in the Rates & Fees Bylaw in respect of that provision.

14. FINES AND PENALTIES

A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:

- a. not less than the specified penalty established in the Rates and Fees Bylaw;
- b. and not exceeding \$10,000.00.
- c. any Person who commits a second or subsequent offence under this Bylaw, within one (1) year of conviction of a first offence under this Bylaw, is liable on summary conviction to a fine not less than the increased amount set out in the Rates and Fees Bylaw.

15. GENERAL PROVISIONS

- a. The Town is not required to enforce every breach or contravention of this Bylaw. In deciding whether or not to enforce the Bylaw, the Town may take into account any practical concerns or considerations, including but not limited to the nature and extent of the breach or contravention, any financial or budgetary considerations and the availability of personnel or human resources.
- b. Nothing in this Bylaw relieves a Person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful.

16. SEVERABILITY OF BYLAW PROVISIONS

It is the intention of Council that:

- a. Each separate provision of this Bylaw shall be deemed independent of all other provisions; and
- b. if any provisions of this Bylaw be declared invalid, all other provisions shall remain valid and enforceable.

This Bylaw is to amend the amended Bylaw No. 1060 which repealed Bylaw No. 902 Cat Bylaw.

This Bylaw shall come into force and effect upon third and final reading thereof.

READ A FIRST TIME THIS XXTH DAY OF XXX A.D., 202X

READ A SECOND TIME THIS XXTH DAY OF XXX A.D., 202X

UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS XXTH DAY OF XXX A.D., 202X

READ A THIRD AND FINAL TIME THIS XXTH DAY OF XXX A.D., 202X

Dean Allan, Mayor

Rick Blair, CAO

Schedule 'A'**PROCEDURE AND GUIDELINES FOR TRAPPING OF STRAY CATS**

1. A citizen of the Town of Carstairs who is annoyed with damages done to his or her property as a result of a stray cat may telephone the Town and voice a complaint, requesting a cat trap.
2. The Complainant will attend the office of the Town and, if the complaint is found to be valid, the Complainant will be requested to sign the form and an agreement provided by the Town, and the Town will then provide a cat trap to the Complainant.
3. The Complainant will be required to pay a \$20.00 deposit to the Town. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Town.
4. The Complainant will set the cat trap in a place protected from the elements, on the premises of the Complainant for a period of not more than 72 hours, after which time he or she will return the trap to the Town.
5. It will be the responsibility of the Complainant to check the trap regularly i.e. within a four hour timeframe, or as approved by the Town and, if an animal is caught, the Complainant must bring the animal and the trap to the Town within 24 hours following the trapping.
6. The Town may enter and inspect the premises of the Complainant and ascertain if a cat trap has been properly placed or set and if a cat has been trapped.
7. No traps are to be set from 4:00 p.m. Friday to 8:00 a.m. Monday or Tuesday on a long weekend unless given written authorization from a Peace Officer.
8. At such time as the Town takes possession of a trapped cat, the Town will try to locate an identifying tag or tattoo on the cat and, if found, will make every effort to contact the Owner of the cat in order to report that it has been impounded by the Town.
9. If an identification tag or tattoo cannot be found on the impounded cat, the Town will keep the cat for a period of at least 72 hours. After said 72 hour period, it shall be up to the discretion of the Town as to whether or not the trapped cat shall be kept, adopted to a new owner, or be euthanized by a veterinarian. However, notwithstanding the care taken to ensure return of an Owner's cat, if a trapped cat shall be found by the Town to be wild and dangerous and/or seriously injured, it may be euthanized immediately upon being impounded.
10. At such time as a cat owner attends the Town office for the purpose of picking up his or her cat which was running at large, an offence ticket will be issued in accordance with this Bylaw. Additional charges which must be paid at time of pick-up will be assessed relating to overnight charges if incurred, impound charges and vet examination fee.
11. It is the responsibility of the Complainant to ensure that, once a cat is trapped on his or her property that said cat shall not be abused contrary to section 12 of this Bylaw, by anyone on his or her property or by anyone coming onto his or her property.
12. Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Town, at which time the Town will immediately attend at the premises where the abuse has taken place and will remove the cat and the trap forthwith.
13. The Town will not provide service after normal business hours.
14. No cat traps will be provided by the Town to a Complainant when weather conditions are, or are forecast to be, colder than 0 degrees Celsius or warmer than 27 degrees Celsius within the 72 hour period from the time of issue.
15. Any person who abuses, teases or pokes an animal in a cat trap or is causing pain, suffering, or injury to any animal may be charged with an offence under section 446 of the Criminal Code of Canada.

Bylaw No. 1079-Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, the purpose of this Bylaw is to regulate and control dogs within the limits of the Town of Carstairs.

WHEREAS, Section 7. (a) of the Municipal Government Act, RSA 2000, Ch. M-26 as amended; A council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property.

WHEREAS, Section 7. (i) of the Municipal Government Act, RSA 2000, Ch. M-26 as amended; A council may pass bylaws for municipal purposes respecting the following matter of wild and domestic animals and activities in relation to them.

WHEREAS, it is deemed expedient to enact a Bylaw for the regulation and control of dogs within the boundaries of the Town of Carstairs:

NOW THEREFORE the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw may be referred to as the **“Dog Control Bylaw”**.
2. In this Bylaw:
 - a. **“CAO”** means the person appointed as the Chief Administrative Officer.
 - b. **“Competent Person”** means a person who is physically and mentally capable of restraining and controlling a dog to the extent that the dog cannot interfere with other persons or animals or cause damage.
 - c. **“Device”** means any equipment or mechanical contrivance capable of restraining the dog on which it is being used.
 - d. **“Dispose”** means giving or selling to someone else.
 - e. **“Dog”** means a domestic member of the Canidae family.
 - f. **“Former Owner”** means a person who at the time of impoundment was the owner of a dog which has subsequently been sold or destroyed.
 - g. **“Leash”** means a chain or other material capable of restraining the dog on which it is being used.
 - h. **“Municipal Tag”** A Peace Officer may issue and serve a municipal tag on any person the Peace Officer has reasonable and probable grounds to believe has contravened a provision of this bylaw by:
 - i. Personally, serving the municipal tag on the person; or
 - ii. Mailing a copy of the municipal tag by pre-paid post to the address provided by a person on a permit application, or a person's last known postal address.

A municipal tag shall be in a form approved by the Chief Administrative Officer and shall state:

- i. The name of the person to whom the municipal tag is issued.
- ii. The particulars of the contravention of the bylaw.
- iii. The specified penalty for the offence as set out in the Rates and Fees Bylaw.
- iv. That the specified penalty shall be paid in (30) days of the issuance of the municipal tag in order to avoid prosecution; and
- v. Any other information as may be required by the CAO.

- i. **“Peace Officer”** means a Bylaw Officer who is appointed by the Town of Carstairs, a Peace Officer appointed by the Province of Alberta, a member of the Royal Canadian Mounted Police or any other local policing authority.
- j. **“Off Leash Area”** means an area established, by resolution of Council, as being an area where a dog that is under the control of a competent person is permitted with such dog being off leash.

Town of Carstairs
Bylaw No. 1079
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- k. **“Owner”** means a person who has legal title to a dog and includes any person who has actual or apparent possession or custody of a dog, either permanently or temporarily or harbors a dog or allows a dog to remain on his or her premises.
- l. **“Person”** means a natural person, partnership or body corporate.
- m. **“Restricted Dog”** means a dog that’s conduct of which has resulted in its owner being convicted of a contravention of subsection 4 of this Bylaw.
- n. **“Running at Large”** means:
 - i. A dog or dogs which are not under the control of a person responsible by means of a leash or other device and is or are actually upon property other than the property in respect of which the owner of the dog or dogs has the right of occupation, or upon any highway, street, alleyway, boulevard, sidewalk, park, playground or other public place, or
 - ii. A dog or dogs which are under the control of a person responsible by means of a leash or other device and which cause damage to people, property or other animals.
- o. **“Town”** means the Town of Carstairs or the area contained within the boundaries thereof, as the context requires.
- p. **“Service Dog”** means any qualified Service Dog as defined in the *Service Dogs Act, RSA 2007, C.S-7.5* and the *Service Qualifications Regulations AR 59/2017*
- q. **“Vicious Dog”** means a dog that, whether on public or private Property, has:
 - i. bitten, attacked, chased, injured, or caused injury to a person or other animal.
 - ii. created the reasonable apprehension of a threat of physical injury to a person or other animals.
 - iii. in the opinion of a Peace Officer, based on observation of facts gathered through an investigation, or which in the opinion of a Judge or Justice of the Provincial Court who has entered a conviction in respect of the Dog for a contravention of this Bylaw, presents a threat of serious harm to a person or persons or other animals; or
 - iv. been declared by a court to be a “dangerous dog” or declared pursuant to a bylaw of another municipal jurisdiction to be a vicious dog or otherwise a danger or threat to persons or other animals.
- r. **“Violation Ticket”** If a municipal tag has been issued and the specified penalty on the municipal tag has not been paid within the prescribed time, a Peace Officer may issue a violation ticket to the person to whom the municipal tag was issued.
 - i. A Peace Officer may, in the sole discretion, elect to issue and serve a violation ticket without first issuing a municipal tag.
 - ii. A Peace Officer is authorized to issue a violation ticket, to any person the peace officer believes, on reasonable and probable grounds, has committed an offence under this bylaw, under Part 2 or Part 3 of the Provincial Offences and Procedure Act.
 - iii. If a violation ticket is issued it must be in the prescribed form and must:
 - state the specified penalty for the offence as set out in the Rates and Fees Bylaw; or
 - require the person to appear in Provincial Court with or without the alternative of making a voluntary payment.

3. RESPONSIBILITIES OF DOG OWNERS

The owner of a dog shall:

- a. Ensure that dog is not running at large.
- b. Ensure if dog defecates on any public or private property other than the property of its owner, the owner shall remove such defecation immediately.

- c. Not allow the premise to become littered with dog feces to an extent that the Premise becomes objectionable, either visually or because of foul odors, to residents of neighboring properties.

The owner of a dog shall ensure that such dog shall not:

- a. Bite a person or persons whether on the property of the owner or not.
- b. Do any other act to injure a person or persons whether on the property of the owner or not.
- c. Chase or otherwise threaten a person or persons whether on the property of the owner or not, unless the person chased or threatened is a trespasser on the property of the owner.
- d. Bite, bark at, or chase livestock, bicycles, automobiles, or other vehicles.
- e. Bark, howl incessantly or otherwise disturb any person.
- f. Cause damage to property or other animals.
- g. Upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property on, in or about premises not belonging to or in the possession of the owner of the dogs.
- h. Be in an area of a park cultivated for floral plant display.
- i. Be in any swimming, bathing or wading pool that is provided for the use of the public.

In addition to any other penalties imposed under this Bylaw an owner who contravenes subsection 3 of this Bylaw is civilly liable to the Town for any expense directly or indirectly incurred by the Town in connection with such contravention.

4. RESTRICTED DOG

No owner shall own, keep, or harbor within the municipal boundaries of the Town a Restricted Dog unless such Restricted Dog is licensed.

- a. The owner of every Restricted Dog required to be licensed under this Bylaw shall pay by January 31 in each calendar year or within 30 days of the dog becoming a Restricted Dog, as the case may be, an annual license fee, for a Restricted Dog as set out in the Rates & Fees Bylaw.
- b. No owner shall keep or harbor a Restricted Dog on premises owned or controlled by him or her unless such Restricted Dog is kept securely confined so that escape is not possible.
- c. The owner of a restricted dog shall ensure that whenever such restricted dog is off property of the owner it is controlled by a leash or harness in a manner that prevents it from biting, chasing or attacking a person or other animal.
- d. A Peace Officer under this Bylaw is authorized to capture, seize and may impound any dog believed by him or her to be a restricted dog found running at large in the Town and he or she may take any reasonable measures necessary to subdue such a dog including the use of tranquilizer equipment and materials.
- e. The obligations contained in section 5 of this Bylaw are in addition to all other obligations contained in this Bylaw.
- f. Notwithstanding, a dog will not be classified as a restricted dog, unless it displays behaviors referred to by the definition of a restricted dog and is so classified as a restricted dog by the Peace Officer.

5. VICIOUS DOG

A dog may be declared by a Peace Officer to be a "Vicious Dog" pursuant to this Bylaw and will be licensed as such by the Town and subject to special provisions of this Bylaw pertaining to "Vicious Dogs".

- a. The Owner of a dog declared to be a "Vicious Dog" pursuant to this Section shall be served with a Notice setting out the responsibilities of an Owner of a "Vicious Dog" pursuant to this Bylaw and the process of appeal available to the Owner of the dog. See Schedule "C"

- b. A Notice issued pursuant to Section 5(a) may be appealed in writing to the Chief Administrative Officer within ten (10) days of the service of such Notice and after ten (10) days if no such appeal is made the animal shall be accepted to be a "Vicious Dog" by the Owner.
- c. For the purposes of this Section, a Notice will be deemed to have been sufficiently served when:
 - i. served personally upon the Owner of the dog or served substitutional upon any person who is 18 years of age or older who resides in the same residence as the Owner of the dog.
 - ii. the Owner of the dog, or any person who is 18 years of age or older who resides in the residence where the dog is kept, is notified by a Peace Officer with written Notice sent by regular or registered mail or by electronic means to the Owner.
 - iii. Such Notice will be deemed served 5 (five) days from the date that the notice is sent.
- d. A decision on an appeal made pursuant to Section 5(b) will be communicated to the appellant verbally or in writing within ten (10) days of receipt of the appeal.
- e. A decision made by the Chief Administrative Officer on an appeal made pursuant to Section 5(c) may be appealed to Council in writing within ten (10) days of being notified of the decision.
- f. Where a Notice has been served on the Owner of a dog declared to be a "Vicious Dog" by a Peace Officer, for the purposes of this Bylaw, the dog will be deemed to be a "Vicious Dog" throughout any appeal proceedings unless a decision arising from an appeal is rendered that the dog is not a "Vicious Dog".
- g. Within ten (10) days of a dog being declared a "Vicious Dog" pursuant to this Bylaw, the Owner shall:
 - i. arrange to have the dog tattooed or implanted with an electronic identification microchip by a Licensed veterinarian and provide the Town with documentary proof of doing so immediately thereafter.
 - ii. If the Dog is in an unaltered state, have the Dog neutered or spayed by a licensed veterinarian and provide the Town with documentary proof of doing so immediately thereafter.
 - iii. License the dog as a "Vicious Dog" with the Town,
- h. The Owner of a Vicious Dog shall:
 - i. when selling or otherwise giving the dog to a new Owner, fully inform the new Owner that the dog has been declared a "Vicious Dog" by the Town of Carstairs. A new Owner of a "Vicious Dog" must be at least 18 years of age.
 - ii. notify the Town of a change in Ownership of the dog or the death of the dog within three (3) days of the date of change in Ownership or death.
 - iii. when becoming a new Owner of a dog known to be declared a "Vicious Dog" pursuant to this Bylaw, License the dog with the Town of Carstairs within three (3) working days, excluding weekends and statutory holidays of acquiring the dog.
 - iv. thereafter obtain an annual "Vicious Dog" License from the Town of Carstairs as required by this Bylaw; and
 - v. ensure that the dog wears the current License Tag for that dog whenever the dog is off the property of the Owner.
- i. For the purposes of Section 5(h), a dog shall be deemed to have been sold or otherwise given to a new Owner when the dog is left in the care of anyone for a period of thirty (30) consecutive days or more, whether or not there was an exchange of money or a formal agreement for a change of Ownership
- j. When a "Vicious Dog" is on the Premise of the Owner, the Owner shall ensure that:
 - i. the dog is confined indoors; or

- ii. when the dog is not confined indoors, it is confined in a locked pen or other structure that complies with the provisions of Section 5(k) of this Bylaw, and which is constructed so as to prevent the escape of the dog and the entry of any person not in possession or control of the dog.
- k. A locked pen or other structure required pursuant to Section 5(j)(ii) shall:
 - i. have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded into the ground to a minimum depth of 30 centimeters; and
 - ii. not be located within one (1) metre of the property line of the Owner of the dog or within five (5) metres of a neighbouring residential dwelling.
- l. When a "Vicious Dog" is not confined indoors or is off the property of the Owner, the Owner shall ensure that:
 - i. The dog is securely muzzled.
 - ii. The dog is secured in a harness or Leash which shall not exceed one (1) metre in length and is adequate to control the dog.
 - iii. the dog is under the control of a Competent Person who is at least eighteen (18) years of age.
- m. The Owner of a "Vicious Dog" shall ensure that the dog does not:
 - i. bite or attack a person or another animal.
 - ii. chase a person or another animal.
 - iii. injure or cause injury to a person or another animal.
 - iv. damage or destroy public or private property.
 - v. Run at Large; and
 - vi. Notify the Town immediately if the dog is at large.
- n. The Owner of a "Vicious Dog" shall, within 5 days of the date of the order declaring the dog to be vicious, display a sign on his premises warning of the presence of the dog in the form illustrated in Schedule "B".
 - i. the sign required shall be placed at each entrance to the Premises where the dog is kept in a pen or other structure in which the dog is confined.
 - ii. the sign required shall be posted to be clearly visible and capable of being seen by any person accessing the Premises.
- o. No person shall post a sign referred to in section n(i) on a property unless the dog residing there has been declared a "Vicious Dog" and is licensed as such.
- p. The Owner of a "Vicious Dog" who contravenes any provision of this Bylaw is guilty of an offence and is subject to penalties applicable to "Vicious Dogs".
- q. A property owner with a known "Vicious Dog" on their premises shall display a sign on their premises warning of the presence of the dog in the form illustrated in Schedule "B".
 - i. the sign required shall be placed at each entrance to the Premises where the dog is kept in a pen or other structure in which the dog is confined.
 - ii. the sign required shall be posted to be clearly visible and capable of being seen by any person accessing the Premises.

Vicious Dog Provisions:

- a. All provisions of this Bylaw apply to Vicious Dogs. However, where the Bylaw provides more stringent regulations in relation to Vicious Dogs than other sections of this Bylaw, the more stringent regulations shall prevail in relation to a Vicious Dog.

Hearings and Orders:

- a. The Owner of a Dog alleged to be a Vicious Dog shall be provided Notice of a Hearing for determination by the Provincial Court not less than ten (10) days before the date of the Hearing.
- b. The CAO may order the Owner of a Dog alleged to be a Vicious Dog to surrender the Dog to an Officer and the Dog shall be taken and held in an animal shelter at the Owner's cost pending the outcome of the Hearing and any appeals.
- c. The CAO may allow the Owner to keep possession of a Dog alleged to be a Vicious Dog, pending the outcome of the Hearing and any related appeals, with contain and control conditions, which in the opinion of the CAO, ensures the safety of the public.
- d. The Owner of a Dog shall comply with a surrender order made by the CAO or Peace Officer for any contain and control conditions prescribed.
- e. Upon hearing the evidence at a Hearing, the Justice shall make an order in a summary way declaring the Dog as a Vicious Dog if in the opinion of the Justice:
 - i. The Dog has caused Severe Injury to a Person,
 - ii. The Dog has caused Severe Injury to a Domestic Animal,
 - iii. The Dog has caused Severe Injury to Livestock or Wildlife.
- f. Upon hearing the evidence at the Hearing, the Justice may make an order declaring the Dog as a Vicious Dog and directing that the Dog be kept and managed by the Owner in a specific way or ordering the Dog destroyed, if in the opinion of the Justice the Dog is likely to cause Severe Injury to any Person or other Domestic Animals, Livestock or Wildlife in the future, taking into account the following factors:
 - i. Whether the Dog, when unprovoked, has shown a tendency to Pursue, chase or approach in a menacing fashion any Person or Persons or other Domestic Animals, Wildlife or Livestock upon the street, Sidewalk or on any public or private property.
 - ii. Whether the Dog has attempted to Bite or has bitten any Person or Persons or Domestic Animal, Wildlife, or Livestock.
 - iii. Whether the Dog has injured, attacked or caused Severe Injury to any Person or Persons or Domestic Animal, Wildlife or Livestock.
 - iv. The Aggression Scale Classification made by an Officer pursuant to Schedule A
 - v. Whether the Dog has caused death to another Domestic Animal, Wildlife, or Livestock.
- g. The order of a Justice declaring a Dog vicious shall bring in to force all the requirements in Section 5.
- h. A Vicious Dog order pursuant to this Bylaw continues to apply if the Dog is sold, given or transferred to a new Owner.

6. SEIZURE

A Peace Officer may seize, retain, and take to an Animal Shelter a dog or vicious dog:

- a. which is found running at large.
- b. pending the outcome of an application to declare the dog to be a vicious dog or to destroy the dog.
- c. which is required to be impounded pursuant to the provisions of any Statute of Canada, or of the Province of Alberta, or any Regulation made thereunder; or
- d. which has been left unsupervised while tethered or tied on private property not owned by the dog's owner; and
- e. dog's owner shall be responsible for all fees associated with the animal being impounded.

A Peace Officer may enter onto any property surrounding any building, whether such property is enclosed by a fence or other such enclosure and seize any dog which has been observed Running at Large and is alleged to have been exhibiting threatening behavior as set out in this bylaw and to take such reasonable measures necessary to subdue such dog, including the use of a tranquilizer equipment and other capture devices.

7. COMMUNICABLE DISEASE

The owner of a dog known to have or suspected of having rabies:

- a. Shall immediately report the matter to Agriculture Canada, Veterinary Inspection Directorate or to a Peace Officer.
- b. Shall confine or isolate the dog, in such a manner as prescribed by the persons in subsection 7 (a) so as to prevent further spread of the disease.
- c. Shall keep the dog confined for not less than ten (10) days.

An owner of a dog knowingly suffers from a communicable disease other than rabies shall:

- a. Not permit the animal to be in any public place.
- b. Not keep the dog in contact with or proximity to any other animal free of such disease.
- c. A person responsible for the dog may place the dog on a leash for transport to a facility for medical attention, otherwise the person responsible will keep the dog confined in an enclosed area or fenced yard or tied up on the property of the owner.

8. SECURING ANIMALS IN VEHICLES

No person shall allow an animal to be outside of the passenger cab of a motor vehicle on a roadway, regardless of whether the motor vehicle is moving or parked, unless the animal is:

- a. In a fully enclosed trailer.
- b. In a fully enclosed cargo area of the bed of a motor vehicle.
- c. Contained in a ventilated kennel or similar device securely fastened to the cargo bed of the motor vehicle; or
- d. Securely tethered in such a manner that the animal is not standing on bare metal, cannot jump or be thrown from the vehicle, is not in danger of strangulation, and cannot reach beyond the outside edges of the motor vehicle.
- e. The animal is restrained in a manner that prevents contact between the animal and any member of the public or other animal; and
- f. The animal is not confined in such a manner that places it in life or health threatening situations by exposure to a period of extreme heat or cold, without proper ventilation or other protection from such heat or cold.

9. LICENSING

The owner of a dog shall obtain a lifetime license for such dog (3 months of age or older) and shall pay for such license as set out in the Rates & Fees Bylaw.

- a. Upon payment of the license fee by the owner the Town Office shall issue to the owner a metallic tag for each dog license.
- b. Every owner shall provide his or her dog with a collar to which the owner shall affix the metallic tag for such dog and the owner shall ensure that the collar and tag are worn by such dog whenever the dog is off such owner's premises.
- c. Upon losing a dog license the owner of a dog shall contact the Town Administration Office who will issue a new tag to the owner.
- d. Anyone who becomes owner of a dog for which a license has been obtained for the current calendar year shall advise the Town Administration Office of such change or ownership on the first day the Town Administration Office is open after he or she becomes owner of the dog, but no additional license fee is payable in such event.
- e. Tags are not transferable from one dog to another, and no refund shall be made on any paid-up dog license fee because of the death, loss or sale of the dog or upon the Owner's leaving the Town before expiration of the license period.

- f. The municipality shall keep current records of:
 - i. the name and address of each owner.
 - ii. the breed, color and sex of each owner's dog
 - iii. the number on each metallic tag issued to the owner for his or her dog; and
 - iv. the license fees paid by each owner.
- g. A dog license is not required by people temporarily in the Town for a period not exceeding two weeks in any calendar year.
- h. Any person temporarily in the Town for a period of greater than two weeks in any calendar year and who would otherwise be required to obtain a license for a dog under this Bylaw may apply to the Chief Administrative Officer for an extension of the two-week grace period.
 - i. Except as provided in Bylaw No. 1080, no more than three (3) dogs for which a license is required under this Bylaw shall be owned, harbored or possessed by an owner.

10. FOSTERING

Foster homes operating in the Town of Carstairs must notify the Town Administrative Office within five (5) Days by completing a Animal Foster Permit Form; All foster homes are required to comply with this bylaw and the Animal Foster Policy No. 26-022-25.

11. ANIMAL CONTROL AUTHORITY

A Peace Officer may enter onto any private land, other than buildings located thereon, in pursuit of a dog found running at large.

12. OBSTRUCTION AND INTERFERENCE

No person, whether he or she is the owner of a dog which is being or has been pursued or captured shall:

- a. Interfere with or attempt to obstruct a Peace Officer who is attempting to capture or who has captured a dog which is subject to impoundment pursuant to the provisions of this Bylaw.
- b. Entice the animal to enter a building or other place where it may be safe from capture or otherwise assist the animal to escape capture.
- c. Falsely represent himself or herself as being in charge or control of an animal so as to establish that the animal is not running at large; or
- d. Unlock or unlatch or otherwise open any vehicle in which any dog which has been captured for impoundment has been placed so as to allow or attempt to allow any dog to escape.

13. INTERFERENCE WITH ANIMALS

No person shall:

- a. Untie, loosen or otherwise free an animal which has been tied or otherwise restrained; or
- b. Negligently or willfully open a gate, door, or other opening in a fence or enclosure in which an animal has been confined and thereby allow an animal to run at large in the Town.
- c. Tease, torment, abuse or annoy an animal.

14. EXEMPTION

A dog will not be considered "At Large" by not being on a leash when:

- a. when the dog is fully contained upon and within private property with the consent of the owner or person in control of the property; or
- b. when the dog is under control of the owner or a competent person and upon the property of the owner or within an off-leash area; or
- c. while the dog is participating in an organized show or competition and under the control of a competent person.

15. NOTIFICATIONS

- a. If a Peace Officer knows or can ascertain the name of the owner of the impounded dog, he or she shall serve the owner Notice, either personally or by leaving it at or mailing it to the last known address of the owner.
- b. An owner of a dog to whom a Notice is mailed pursuant to the provisions of section 15 is deemed to have received a Notice within forty-eight (48) hours of the time it is mailed.
- c. A Peace Officer is not required to make any investigations as to the owner of an impounded dog other than to search the Town's records of licensing for the current year for a dog fitting the description of the impounded dog.

16. RECLAIMING

- a. The owner of any impounded dog may reclaim the dog from the Town by paying the fees as set out in the Rates & Fees Bylaw.
- b. A Peace Officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any impounded dog to its owner, if known, and to a veterinarian and a Peace Officer shall consider any recommendations of such veterinarian in dealing with the dog while the dog is impounded.
- c. An owner of an impounded dog shall be liable to the Town for any fees or expenses incurred in consulting with a veterinarian or providing any care recommended by a veterinarian in respect of such impounded dog.

17. DISPOSAL

A Peace Officer shall not sell, destroy or otherwise dispose of an impounded dog until following conditions are met:

- a. The impounded dog has been retained by the Town for at least five (5) days after the owner has received or has been deemed to have received notice that his or her dog has been impounded, where the name and address of the owner is known;
- b. The impounded dog has been retained by the Town for seventy-two (72) hours, where the name of the owner is not known; or
- c. A person having authority orders the destruction of the impounded dog.

18. When the conditions described in subsection 17 have been met, a Peace Officer may cause the dog to be sold, destroyed or otherwise disposed of unless the owner has made arrangements with a Peace Officer for further retention of the dog or a person having the authority orders the further retention of the impounded dog.

19. A Peace Officer shall have destroyed any impounded dog when ordered to do so by a person having the authority.

20. Notwithstanding the provisions of section 16(a) and (b) but subject to the provisions of section 17 and Peace Officer may retain an impounded dog for any length of time he or she deems appropriate in the circumstances.

21. PENALTIES – VOLUNTARY PAYMENT

- a. Where a Peace Officer, believes that a person has contravened any provisions of this Bylaw, he or she may in his or her absolute discretion serve upon such a person a ticket as provided by this section either personally or by mailing by ordinary mail addresses to or leaving the tag at the last known address of such person and such service shall be good and sufficient for the purpose of this Bylaw;
- b. A ticket under this section shall be in such form as determined by the Town and shall state the section of this Bylaw which the person to whom such ticket is issued is accused of having violated, and the amount from the Rates & Fees Bylaw that will be accepted by the Town in lieu of prosecution.
- c. Upon the production of a ticket issued pursuant to this section within ten (10) days from the issue thereof together with the payment to the Town of the fee provided in the Rates & Fees Bylaw. The person to whom the ticket was issued shall not be liable for prosecution for the contravention in respect of which ticket was issued.
- d. Nothing in this section shall prevent a person to whom a ticket has been issued from defending any prosecution commenced by the Town for any contravention of the provisions of this Bylaw.

- e. If a Peace Officer believes that a person has contravened any provision of this Bylaw, he or she may commence proceedings by issuing a summons by means of a Violation Ticket in accordance with Part 2 of The Provincial offences Procedures Act, S.A. 1988, Chapter P-21.5.
- f. The specified penalty payable in respect of a contravention of a provision of this Bylaw in proceedings commenced under The Provincial Offences Procedure Act is the amount shown in the Rates & Fees Bylaw in respect of that provision.

This Bylaw shall come into force and effect upon third and final reading thereof.

READ A FIRST TIME THIS XXTH DAY OF XXX A.D., 202X.

READ A SECOND TIME THIS XXTH DAY OF XXX A.D., 202X.

UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS XXTH DAY OF XXX A.D., 202X.

READ A THIRD AND FINAL TIME THIS 14TH DAY OF XXX A.D., 202X.

Dean Allan, Mayor

Rick Blair, CAO

Schedule 'A'
Dunbar Aggression Scale

Table 3: Ian Dunbar's Aggression Scale

| Bite Level | Action and Result |
|-------------------|--|
| Level 1 | Dog growls, lunges, snarls-no teeth touch skin. Mostly intimidation / threatening behaviour. |
| Level 2 | Teeth touch skin but no puncture. Minor surface abrasions or lacerations, minor bruising. May also include scratches from paws, nails. |
| Level 3 | Punctures one to three holes, single bite. Victim not shaken side to side. Bruising evident. |
| Level 3.5 | Multiple Level 3 bites. |
| Level 4 | Two to four holes from a single bite, typically contact/punctures from more than canines, considerable bruising. |
| Level 5 | Multiple bites at Level 4 or above. A concerted, repeated attack causing severe injury. |
| Level 6 | Death from bite. |

Dogs are seized for any bite level 4 and above on an adult or any level 3.5 and above on a child (or if a repeat offender or for public safety.)

Schedule 'B'



Town of Carstairs
Bylaw No. 1079
Page 12 of 13

Schedule 'C'

Dog Control Bylaw

I, _____ Peace Officer, Bylaw Enforcement Officer, or Member of the R.C.M.P. deem the dog named or described as:

To be classified as a 'Restricted Dog and or Vicious Dog' for the following reasons:

I personally know the owner of the Animal from the records of the Town of Carstairs:

And the owner of the Animal has been served this notice by registered mail and or in person.

Sworn before me at the Town of Carstairs in the Province of Alberta this _____ day of _____, 20____.

Commissioner for Oaths in and for the Province of Alberta
My Commissioner Expires

Town of Carstairs
Bylaw No. 1079
Page 13 of 13

**Town of Carstairs**

Policy: **Name: Animal Foster Homes**
Policy No. 26-022-25

Date: **Month X, 202X**

Adopted by: **Council**

Purpose:

To ensure the municipality is aware of animal foster homes operating within the community and can effectively manage complaints, nuisance concerns and animal welfare issues while supporting legitimate rescue organizations. Applies to all residents providing temporary foster care for cats, dogs, or other domestic animals on behalf of an approved rescue organization or shelter.

Definitions:

Foster Home: A private residence housing foster animals on a temporary basis for an approved rescue or shelter.

Rescue Organization: A registered not for profit or charitable organization responsible for the care, placement and oversight of foster animals.

Foster Animal: A domestic animal placed in a foster home by a rescue organization for temporary care.

Guidelines:

1. A permit must be applied for every foster animal. Emergency Services approval is required. Attached. Annual renewal of permits is required.
2. Emergency Services will verify each foster home with the rescue organization.
3. Tags with the rescue organization contact information must be provided by the rescue organization and always be on the foster animal.
4. Emergency Services may visit the property to review the well-being of the animal at any time if a complaint is received.
5. When a foster animal is no longer in the care of the foster for any reason, the Town of Carstairs Emergency Services must be notified of these changes within two weeks of the change.
6. Provisions of Bylaw 1079 Dog Control Bylaw and Bylaw 1060 Cat Bylaw still apply to foster animals. Bylaw 1081 Livestock Control Bylaw applies to all other animals.
7. Emergency Services may limit the number of foster animals in a household if continuing complaints are received.

End of Policy
/CarstairsXX/XX

Signatures:
XXXX /XX Policy No. XX-XXX-XX adopted at Council on Month X, 202X.

Mayor, Dean Allan

CAO, Rick Blair

Town of Carstairs
Policy No. 26-022-25
Page 1 of 2

**ANIMAL FOSTER PERMIT FORM**

RESCUE/SOCIETY/FOUNDATION: _____

RESCUE CONTACT NAME: _____

RESCUE CONTACT PHONE NUMBER: _____

RESCUE CONTACT EMAIL: _____

FOSTER HOME ADDRESS: _____

FOSTER CONTACT NAME(S): _____

FOSTER CONTACT PHONE NUMBER(S): _____

FOSTER CONTACT EMAIL: _____

FOSTER SIGNATURE: _____

*Sign only when you have read the process and filled out the information. *

| Name | Breed | Color | Age | Tag # | Altered (A) or Unaltered (U) | Vicious (V) or Behavioral Issues (BI) |
|------|-------|-------|-----|-------|---------------------------------|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Officer Name: _____

Officer Signature: _____

Approved Date: (YYYY/ MM/ DD) _____



Jennifer MacGowan
Director
Stakeholder Engagement

FortisAlberta Inc.
320 - 17 Avenue SW
Calgary, Alberta T2S 2V1
Phone: (403) 310 - Wire (9437)
www.fortisalberta.com

December 23, 2025

RE: 2026 FortisAlberta Inc. Distribution Tariff

This letter is to advise that on December 17, 2025, the Alberta Utilities Commission (AUC) issued Decision 30274-D01-2025: FortisAlberta Inc. Annual Performance-Based Regulation Rate Adjustment, approving updates to FortisAlberta's Distribution Tariff effective January 1, 2026.

FortisAlberta's 2026 Distribution Tariff is comprised of its Customer and Retailer Terms and Conditions of Electric Distribution Service, Fee Schedule, Customer Contribution Schedules and Rates, Options and Riders Schedules, available at www.fortisalberta.com.

To support your business planning activities for this coming year, we have attached a sample of estimated bill impacts to show the total percentage change from December 2025 to January 2026 for each rate class based on consumption and demand. These values include transmission, distribution, and energy charges, where energy charges are based on EPCOR Energy Alberta Inc.'s Rate of Last Resort. Additionally, we have provided an excerpt of FortisAlberta's 2026 Maximum Investment Levels (Table 1), which represent the maximum approved amount that FortisAlberta may invest in a new or upgraded service.

Changes to FortisAlberta's Distribution Tariff for 2026 take into account a variety of factors and adjustment mechanisms related to inflation, capital funding, benefit-sharing provisions, and other adjustments, as determined and approved by the AUC. You may learn more about the AUC's 2024-2028 Performance-Based Regulation Plan for Alberta Electric and Gas Distribution Utilities in Decision 27388-D01-2023, available at www.auc.ab.ca.

We appreciate the opportunity to keep you informed of these updates. As your trusted electric system distribution provider, FortisAlberta is dedicated to serving you and is excited about continuing our valued partnership. If you require further information or have any questions with respect to FortisAlberta's 2026 Distribution Tariff, please feel free to contact your dedicated Stakeholder Relations Manager.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. MacGowan".

Jennifer MacGowan
Director, Stakeholder Engagement



Sample of Average Monthly Bill Impacts by FortisAlberta Inc. Rate Class

(Includes Energy, Retail, Distribution and Transmission Rates, and Riders based on values approved by the Alberta Utilities Commission for Q4-2025 and Q1-2026)

| Rate Class | Description | Consumption Usage | Demand Usage | Monthly/Seasonal Bill | | | |
|---|---|---|--------------|-----------------------|---------------|---------------|----------|
| | | | | Dec 2025 Bill | Jan 2026 Bill | \$ Difference | % Change |
| | | 300 kWh | | \$102.48 | \$103.32 | -\$0.84 | 0.8% |
| 11 | Residential | 640 kWh | | \$170.17 | \$171.16 | -\$0.99 | 0.6% |
| | | 1,200 kWh | | \$281.64 | \$282.87 | -\$1.23 | 0.4% |
| | | | | | | | |
| | | 200 kWh | 5 kVA | \$137.53 | \$140.13 | -\$2.60 | 1.9% |
| 21 | Farm (Breakered) (Closed) | 1,400 kWh | 10 kVA | \$423.34 | \$430.58 | -\$7.24 | 1.7% |
| | | 7,500 kWh | 25 kVA | \$1,760.37 | \$1,788.75 | -\$28.38 | 1.6% |
| | | | | | | | |
| | | 700 kWh | 10 kVA | \$326.67 | \$332.72 | -\$6.04 | 1.8% |
| 22 | Farm (Demand Metered) | 3,000 kWh | 20 kVA | \$882.43 | \$897.56 | -\$15.12 | 1.7% |
| | | 15,000 kWh | 60 kVA | \$3,543.79 | \$3,601.16 | -\$57.37 | 1.6% |
| | | | | | | | |
| | | 6,000 kWh | 20 kW | \$2,411.56 | \$2,491.70 | -\$80.15 | 3.3% |
| 26 | Irrigation (Seasonal Bill) | 15,000 kWh | 33 kW | \$4,955.61 | \$5,132.36 | -\$176.76 | 3.6% |
| | | 45,000 kWh | 100 kW | \$14,855.02 | \$15,386.02 | -\$531.00 | 3.6% |
| | | | | | | | |
| 31 | Streetlighting (Investment) | 5,144 kWh | 12,500 W | \$4,130.54 | \$4,200.78 | -\$70.24 | 1.7% |
| 33 | Streetlighting (Non-Investment) | 7,900 kWh | 20,000W | \$2,370.43 | \$2,392.23 | -\$21.80 | 0.9% |
| 38 | Yard Lighting | 5,000 kWh | 12,000 W | \$2,688.07 | \$2,727.58 | -\$39.51 | 1.5% |
| | | | | | | | |
| Rates 31, 33 and 38 are based on 100 HPS Lights in assorted fixture wattages. | | | | | | | |
| | | 1,083 kWh | 5 kW | \$285.64 | \$294.17 | -\$8.52 | 3.0% |
| 41 | Small General Service | 2,165 kWh | 10 kW | \$525.91 | \$542.18 | -\$16.27 | 3.1% |
| | | 10,825 kWh | 50 kW | \$2,448.06 | \$2,526.29 | -\$78.24 | 3.2% |
| | | | | | | | |
| | | 2,590 kWh | 7.5 kW | \$742.11 | \$759.43 | -\$17.32 | 2.3% |
| 45 | Oil and Gas Service | 5,179 kWh | 15 kW | \$1,353.27 | \$1,387.43 | -\$34.16 | 2.5% |
| | | 25,895 kWh | 75 kW | \$6,242.54 | \$6,411.45 | -\$168.91 | 2.7% |
| | | | | | | | |
| | | 32,137 kWh | 100 kW | \$3,744.23 | \$3,865.96 | -\$121.73 | 3.3% |
| 61 | General Service | 63,071 kWh | 196 kW | \$7,306.66 | \$7,544.66 | -\$238.01 | 3.3% |
| | | 482,055 kWh | 1,500 kW | \$55,558.54 | \$57,371.45 | -\$1,812.91 | 3.3% |
| | | | | | | | |
| | | 500 kWh | | \$387.67 | \$412.05 | -\$24.38 | 6.3% |
| 62 | EV Fast Charging Station Service | 1,000 kWh | | \$723.00 | \$770.83 | -\$47.83 | 6.6% |
| | | 3,000 kWh | | \$2,064.27 | \$2,205.91 | -\$141.64 | 6.9% |
| | | | | | | | |
| | | 824,585 kWh | 2,500 kW | \$94,044.18 | \$92,257.28 | \$1,786.90 | -1.9% |
| 63 | Large General Service | 1,529,769 kWh | 4,638 kW | \$166,257.69 | \$162,820.17 | \$3,437.52 | -2.1% |
| | | 3,298,338 kWh | 10,000 kW | \$347,365.66 | \$339,788.47 | \$7,577.20 | -2.2% |
| | | | | | | | |
| 65 | Transmission Connected Service | The Distribution Component will increase from \$50.240044/day to \$50.619440/per day. The Transmission Component is the applicable rate of the Alberta Electric System Operator (AESO). | | | | | |

**Customer Contribution Schedules****Table 1 - Excerpt****2026 Maximum Investment Levels for Distribution Facilities When the Investment Term is 15 years or more**

| Type of Service | Maximum Investment Level |
|--|---|
| Rate 11 Residential | \$3,168 per service |
| Rate 11 Residential Development | \$3,168 per service, less FortisAlberta's costs of metering and final connection |
| Rate 21 and 22 Farm, and Rate 23 Grain Drying | \$6,787 base investment, plus \$971 per kVA of Peak Demand |
| Rate 26 Irrigation | \$6,787 base investment, plus \$1,080 per kW of Peak Demand |
| Rate 31 Street Lighting (Investment Option) | \$3,493 per fixture |
| Rate 38 Yard Lighting | \$966 per fixture |
| Rate 41 Small General Service | \$6,787 base investment, plus \$1,080 per kW of Peak Demand |
| Rate 45 Oil and Gas Service | \$6,787 base investment, plus \$1,080 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program. |
| Rate 61 General Service and Rate 62 Electric Vehicle Fast Charging Service | \$6,787 base investment, plus \$1,080 per kW for the first 150 kW, plus \$135 for additional kW of Peak Demand |
| Rate 63 Large General Service | \$122 per kW of Peak Demand, plus \$134 per metre of Customer Extension |

Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years, as specified in Table 2.

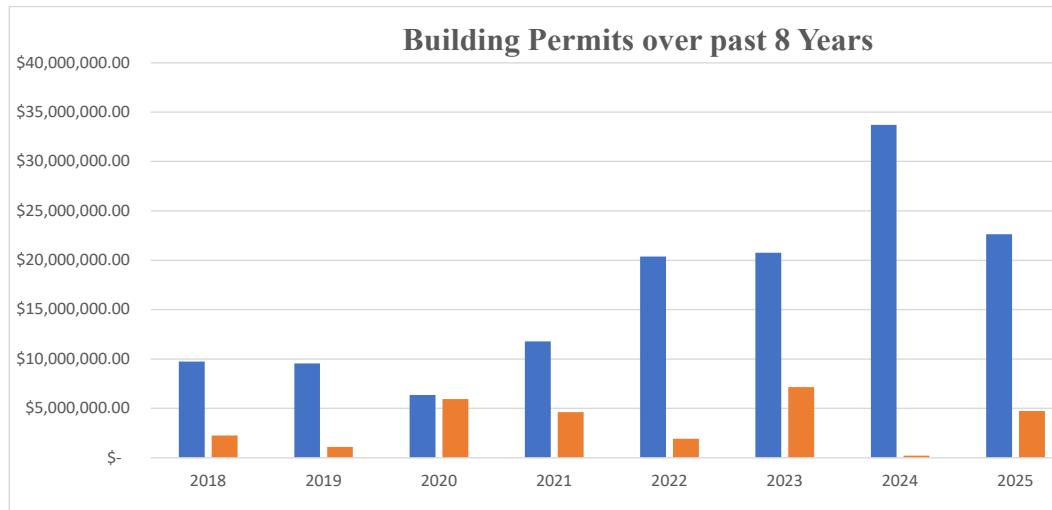
January 1 – December 31, 2025, Building Permits Breakdown

| Type of Permit | # of Permits | Construction Value |
|---|--------------|----------------------|
| Single Family Dwelling | 45 | \$18,649,300.00 |
| Multi-Family Dwelling | 6 | \$1,342,000.00 |
| Secondary Suites/In-Law Suites | 4 | \$179,816.19 |
| Additions and Renovations | 46 | \$1,126,326.00 |
| Decks and Ramps | 27 | \$169,550.00 |
| Oversized Sheds | 3 | \$13,134.63 |
| Residential Garages | 9 | \$312,912.00 |
| Other (solar panels, driveway pads, change of occupancy, demolition, & wood Stoves) | 57 | \$831,055.57 |
| Industrial and Commercial | 5 | \$4,728,244.00 |
| Total | 202 | 27,352,338.39 |

| | | |
|---------------------|---|-----------|
| Driveway/Extensions | 8 | \$400 |
| Signs | 7 | \$400 |
| Cancellations | 2 | 29,184.69 |

Residential & Commercial Permit Value 2018-2024

| | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
|------------------------------|-----------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| Residential | \$ 9,750,900.00 | \$ 9,540,460.00 | \$ 6,354,960.00 | \$ 11,774,500.00 | \$ 20,377,195.00 | \$ 20,768,159.00 | \$ 33,693,168.10 | \$ 22,624,894.39 |
| Commercial/Industrial | \$ 2,250,000.00 | \$ 1,105,500.00 | \$ 5,951,307.00 | \$ 4,630,000.00 | \$ 1,910,000.00 | \$ 7,160,000.00 | \$ 227,000.00 | \$ 4,728,244.00 |



Carstairs Permits 2018-2025

| 2018 Housing Starts | | 2019 Housing Starts | | 2020 Housing Starts | | 2021 Housing Starts | |
|---------------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|------------------|
| # of Starts | \$ Value |
| SFD | | SFD | | SFD | | SFD | |
| 30 | \$ 8,211,900.00 | 31 | \$ 7,941,460.00 | 25 | \$ 6,354,960.00 | 38 | \$ 11,774,500.00 |
| MFD | | MFD | | MFD | | MFD | |
| 8 | \$ 1,524,000.00 | 8 | \$ 1,599,000.00 | 0 | | 0 | |
| Modular | | | | | | | |
| 1 | \$ 15,000.00 | | | | | | |
| 39 | \$ 9,750,900.00 | 39 | \$ 9,540,460.00 | 25 | \$ 6,354,960.00 | 38 | \$ 11,774,500.00 |
| Commercial 2018 | | Commercial 2019 | | Commercial 2020 | | Commercial 2021 | |
| # of Starts | \$ Value |
| 3 | \$ 2,250,000.00 | 12 | \$ 1,105,500.00 | 8 | \$ 5,951,307.00 | 6 | \$ 4,630,000.00 |

| 2022 Housing Starts | | 2023 Housing Starts | | 2024 Housing Starts | | 2025 Housing Starts | |
|---------------------|------------------|---------------------|------------------|---------------------|------------------|---------------------|------------------|
| # of Starts | \$ Value |
| SFD | | SFD | | SFD | | SFD | |
| 37 | \$ 12,925,000.00 | 42 | \$ 15,852,000.00 | 63 | \$ 23,927,000.00 | 45 | \$ 18,649,300.00 |
| MFD | | MFD | | MFD | | MFD | |
| 23 | \$ 6,611,899.00 | 10 | \$ 3,550,000.00 | 8 | \$ 5,360,000.00 | 6 | \$ 1,342,000.00 |
| Modular | | Modular | | Modular | | Modular | |
| 2 | \$ 28,000.00 | | | | | | |
| 62 | \$ 19,564,899.00 | 52 | \$ 19,402,000.00 | 71 | \$ 29,287,000.00 | 51 | \$ 19,991,300.00 |
| Commercial 2022 | | Commercial 2023 | | Commercial 2024 | | Commercial 2025 | |
| # of Starts | \$ Value |
| 10 | \$ 1,910,000.00 | 5 | \$ 7,160,000.00 | 5 | \$ 227,000.00 | 5 | \$ 4,728,244.00 |

**MINUTES OF THE POLICIES & PRIORITIES COMMITTEE MEETING
TUESDAY, DECEMBER 16, 2025, 1:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

| | |
|-----------------------------|--|
| IN ATTENDANCE: | Mayor Allan, Councilors Ball, Fricke, Selanders, Tolley, Roberts & Wilcox, Director of Corporate & Legislative Services Shannon Allison, Director of Planning & Development & Deputy CAO Kirk Williscroft, CAO Rick Blair, & Recording Secretary Amy Phillips |
| ABSENT: | Nil |
| CALL TO ORDER: | Mayor Allan called the meeting of Tuesday, December 16, 2025, to order at 1:02 p.m. |
| ADDED ITEMS: | Nil |
| ADOPTION OF AGENDA: | Motion by Councilor Ball to adopt the Policies & Priorities Committee meeting agenda of December 16, 2025, as presented. CARRIED |
| ADOPTION OF MINUTES: | Motion by Councilor Roberts to adopt the Policies & Priorities minutes of November 18, 2025, as presented. CARRIED |
| UNFINISHED BUSINESS: | <p>1. Policy No. 26-022-25 Animal Foster Policy The Committee reviewed the changes made to the new policy that was brought forward at the last Policies & Priorities Committee meeting.</p> <p>Discussion of length of term and number of animals.</p> <p>Motion by Councilor Tolley to accept Policy No. 26-022-25 Animal Foster Policy as presented and forward to Council with the recommendation for ratification. CARRIED</p> <p>2. Bylaw No. 1060 Cat Control Bylaw The Committee reviewed the changes made to the Bylaw to align with the Animal Foster Policy.</p> <p>Motion by Councilor Fricke to accept Bylaw No. 1060 Cat Control Bylaw as presented and forward to Council with the recommendation for ratification. CARRIED</p> <p>3. Bylaw No. 1079 Dog Control Bylaw The Committee reviewed the changes made to the Bylaw to align with the Animal Foster Policy.</p> <p>Motion by Councilor Ball to accept Bylaw No. 1079 Dog Control Bylaw as presented and forward to Council with the recommendation for ratification. CARRIED</p> <p>4. 2025 Year End Budget Projections and 2026 Budget Review S. Allison presented Year End Budget Projections for 2025 followed by the 2026 Budget Review.</p> <p>Motion by Councilor Ball to accept 2025 Year End Budget Projections and 2026 Budget Review as information. CARRIED</p> |
| NEW BUSINESS: | Nil |

**Policies & Priorities Committee Meeting – December 16, 2025,
REPORTS:****Page 2 of 2****1. Financial Reports**

The Committee reviewed the Financial Reports for November 30, 2025.

- a. Summary Report
- b. Financial Report
- c. Revenue and Expense Report
- d. Capital Project Report

Motion by Councilor Tolley to accept Financial Reports as information.

CARRIED**2. Development Reports**

The Committee reviewed the following Development Reports. To date, 200 permits have been issued, including 46 new home builds and 91 compliance certificates.

- a. Permit listing
- b. Compliance listing

Motion by Councilor Fricke to accept Development Reports as information.

CARRIED**3. City Wide Monthly Reports**

The Committee reviewed the following reports.

- a. Fire Reports
- b. Bylaw Reports

Motion by Councilor Ball to accept City Wide Monthly Reports as information.

CARRIED**CLOSED MEETING:****1. Disclosure harmful to Business Interests of a Third Party-Section 19**

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).

Motion by Councilor Roberts that Council close the meeting to the public to discuss Disclosure harmful to Business Interests of a Third Party, as per Section 19, of the ATIA, at 2:03 p.m.

CARRIED

Motion by Councilor Fricke to come out of the closed meeting session at 2:21 p.m.

CARRIED**GENERAL DISCUSSION:**

Nil

NEXT MEETING:

January 20, 2026

ADJOURNMENT:

Motion by Councilor Wilcox to adjourn the meeting of December 16, 2025, at 2:22 p.m.

CARRIED

Dean Allan, Mayor

Rick Blair, CAO