



**REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
MONDAY, SEPTEMBER 22, 2025, 7:00 P.M.**

Page

**1. CALL TO ORDER**

**2. ADDED ITEMS**

- a) HSSEF Letter of Support Request to Correspondence 11.d

**3. ADOPTION OF AGENDA**

- a) Adoption of agenda of September 22, 2025  
**Motion:** To adopt the agenda of September 22, 2025

**4. ADOPTION OF MINUTES**

- 4 - 7 a) Adoption of minutes of September 8, 2025 (addendum 4.a)  
**Motion:** To adopt the minutes of September 8, 2025



**5. BUSINESS ARISING FROM PREVIOUS MEETING**

- 8 - 9 a) Water Reservoir Update (addendum 5.a)



**6. DELEGATIONS**

- a) Dean Nielsen (HSS) and Tracy Upshaw (CES)  
b) Gerry and Susan Rankin

**7. BYLAWS AND POLICIES**

- 10 - 21 a) Review Bylaw No. 1079-Dog Control Bylaw-Amended (addendum 7.a)



**8. NEW BUSINESS**

- 22 - 40 a) August 2025 Financials (addendum 8.a)



- 41 - 46 b) 2026 Franchise Fee Estimate (addendum 8.a)








**9. COMMITTEE REPORTS**

- a) POLICIES & PRIORITIES COMMITTEE
- b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- c) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- d) MOUNTAIN VIEW SENIORS HOUSING

**10. COUNCILOR REPORTS**

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

**11. CORRESPONDENCE**

- 47 - 48 a) Sponsorship Request-Military Service Recognition Book-Royal Canadian Legion (addendum 11.a)  

- 49 b) MVC Letter - Bill 50 and ICF impacts to Libraries (addendum 11.b)  

- 50 - 51 c) Distinguished Service Awards (addendum 11.c)  
  

- 52 d) HSSEF Letter of support request (addendum 11.d)  


**12. CAO'S REPORT**

**13. COUNCILOR COMMENTS**

**14. PUBLIC QUESTION PERIOD**

**15. CLOSED MEETING**

- a) *Section 107 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 24).*

**16. ADJOURNMENT**

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

ATTENDEES:	Mayor Colby; Councilors Allan, Ball, Fricke, Ratz, & Wilcox; Director of Planning & Development Kirk Williscroft; Director of Legislative & Corporate Services Shannon Allison, CAO Rick Blair, & Executive Assistant Kayleigh Van Es
ABSENT:	Councilor Roberts
CALL TO ORDER:	Mayor Colby called the meeting of Monday, September 8, 2025, to order at 7:00 p.m.
ADDED ITEMS:	Nil
ADOPTION OF AGENDA: Motion 253/25	Motion by Councilor Allan to adopt the Regular Council agenda of September 8, 2025, as presented.
ADOPTION OF PREVIOUS MINUTES: Motion 254/25	Motion by Councilor Fricke to adopt the Regular Council Meeting minutes of August 25, 2025, as presented.
BUSINESS ARISING FROM PREVIOUS MEETING:	Nil
DELEGATIONS:	Nil
BYLAWS & POLICIES:	Nil
NEW BUSINESS: Motion 255/25	<b>1. Carstairs Public Library Board Appointment-Carly Mitchell</b> Motion by Councilor Ball to appoint Carly Mitchell to the Carstairs Public Library Board for a 2-year term.

CARRIED

CARRIED

CARRIED

**2. Review of Council Term 2021-2025**  
Council reviewed its 4-year mandate, and CAO Blair outlined the many accomplishments over that period. Council implemented major operational, infrastructure, and financial improvements. They changed auditors (saving \$10K/year), banks (achieving better rates and services), and employee benefits (saving \$45K/year with better coverage). They purchased adjacent land for future administration expansion, introduced better utilization of city-wide asset management, and addressed lagoon issues by approving a \$950K project to remove sludge and extend its life. They launched a water loss reduction strategy by replacing old meters and purchasing leak detection devices, reducing water loss by 66% (\$250K/year). Council also reviewed committees and implemented a Policy and Priorities Committee. Planning began for arena ice plant replacement, with savings set aside for an estimated \$820K future cost. The tennis courts were upgraded by creating pickleball and basketball courts, saving \$50K. Golf course operations were improved, doubling net profit to \$361K in 2024 and \$500K so far in 2025. Council negotiated developer pre-payment and provincial grants for a new water reservoir, saving \$2.7M, plus securing an extra \$1.482M and \$1M in grants (a total of \$6M in additional funding). They upgraded IT, internet, payroll, and municipal software, and implemented VOIP. A municipal census confirmed a population of 5,313, enabling grants and policing eligibility. Council also completed a housing needs assessment and a regional policing study with neighboring municipalities. Major IT and infrastructure upgrades were approved, including CAT6 cabling, Wi-Fi boosters, a fleet management program (saving \$30K), and a new fire agreement saving \$50K/year. Assessors were replaced (saving \$45K over 3 years). Significant sanitary infiltration issues costing up to \$250K/year were identified, and lining repairs were approved for 2026. Water meters were pre-ordered, saving \$26K. Council secured \$41,500 from Mountain View County for local projects, approved new budget software for efficiency, and undertook multiple studies including: Housing Needs Assessment, Growth Study, Off-site Levy Update, LUB Review and Update, Regional Policing Study, Water Reservoir Design Update, Fleet Management Review, Lagoon Evaluation Study and Survey, Admin Office Expansion Design and Review, IT Review and RFP, Golf Course Water Review and Evaluation, Salary Grid Development and

Implementation, Arena Structural Review, Drought Study and Policy Review, Water and Sanitary Modeling, and Metering of Storm Water Infiltration Study.

Councilor Wilcox expressed thanks to administration for their hard work in completing the tasks.

Councilor Fricke noted that even through all the changes, Council was able to maintain or reduce the mill rate over the last 4 years, stating that it is beneficial to have these data points to make data-driven decisions. She expressed appreciation to administration for their hard work.

Mayor Colby thanked administration and all staff for making Council look good, noting that the town would not be where it is today without its employees.

Motion 256/25

Motion by Councilor Ball to accept the Review of Council Term for 2021-2025 as information.

CARRIED

3. Financial Update

CAO Blair commented that council has spent 17.6 million dollars on capital projects this term.

S. Allison provided a brief Financial Update as of September 8, 2025, updating Council on the reservoir project. Tax receivables are sitting at \$2.2M outstanding, with \$1.829M in TIPS payments. About 50% of residents are enrolled in the TIPS program.

Motion 257/25

Motion by Councilor Wilcox to accept the Financial Update as information.

CARRIED

4. Community Service Update

Council reviewed the Community Service Update. CAO Blair summarized the report, stating that it was a very successful summer for programming and there were no major issues with ice plant startup.

Councilor Wilcox asked about replacement of the dehumidifier. CAO Blair answered that replacement options would be brought up at the Strategic Planning retreat in the fall.

Mayor Colby offered thanks to L. King and N. Phillips for their hard work with the programs.

Motion 258/25

Motion by Councilor Ratz to accept the Community Service Update as information.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

- Next meeting September 18, 2025.

Motion 259/25

Motion by Councilor Wilcox to cancel the Policies & Priorities Committee meeting and reconvene in November.

CARRIED

2. Mountain View Regional Waste Commission

- Next meeting September 22, 2025.

3. Mountain View Regional Water Commission

- Next meeting September 10, 2025.

4. Mountain View Seniors' Housing

- Councilor Fricke provided a verbal report from the August 26, 2025 meeting. Insurance was renewed for the year with a 4% increase. The Lodge Review Panel findings were reviewed, and it was noted that the RAB program is seeing growth due to increased government funding and MVSH's expansion into Kneehill County. CWL reached 100% occupancy as of June. The Government of Alberta is reviewing waitlists to determine future funding priorities and has increased the eligibility threshold for LAP grants from \$31,230 to \$34,770, allowing more MVSH residents to qualify. The MVSH Foundation Golf Tournament is scheduled for Thursday, September 11, at the Carstairs Golf Club. The next board meeting is October 9, 2025. New board members to be determined following the Municipal Election.

Motion 260/25

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

CARRIED

## Regular Council Meeting – September 8, 2025

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**COUNCILOR REPORTS:**

**Councilor Allan**

- August 28, 2025, attended ICC meeting.
- August 28, 2025, attended the Meet the Machines & Movie in the Park event.
- Nothing else to report.

## Councilor Ball

- August 28, 2025, attended ICC meeting.
- Nothing else to report.

**Councilor Fricke**

- August 26, 2025, attended the MVSH Board Meeting.
- August 28, 2025, attended the Meet the Machines & Movie in the Park event. Hoping for "Cheese" to win the grader naming contest.
- August 28, 2025, met with an individual about Council's role and the municipal election.

**Councilor Ratz**

- Nothing to report.

**Councilor Roberts**

- Absent.

**Councilor Wilcox**

- August 28, 2025, met with an individual about Council's role and the municipal election.
- September 3, 2025, reviewed FCSS new guide for grants for 2026.
- September 5, 2025, attended Carstairs Public Library Board meeting.
- Met with FCSS, Heritage Centre, and the Library to discuss September 22, 2025 event.
- Met with FCSS and Heritage Centre regarding the 3<sup>rd</sup> annual haunted museum event.

**Mayor Colby**

- August 28, 2025, attended ICC meeting.
- Nothing else to report.

Motion 261/25

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

**CARRIED**

**CORRESPONDENCE:**

## 1. Rail Safety Week 2025

Council reviewed the letter asking for support during Rail Safety Week from September 15-21, 2025.

Councilor Wilcox asked if this information is passed onto the schools. CAO Blair answered that it was passed onto the Emergency Services department which relayed it to officers and schools.

Motion 262/25

Motion by Councilor Ball to accept the Rail Safety Week letter as information.

**CARRIED**

## 2. CCBF Funding Letter

Council reviewed the CCBF letter, noting the allocated amount of \$372,694.

Motion 263/25

Motion by Councilor Ratz to accept the CCBF Funding Letter as information.

**CARRIED**

## CAO'S REPORT:

- August 26, 2025, met with Enterprise Fleet Management.
- August 27, 2025, met with MVRWSC.
- August 28, 2025, attended ICC meeting to discuss future growth.
- August 28, 2025, attended bi-weekly Water Reservoir site meeting.
- Upcoming meetings with MVRWSC, RCMP, Mountain View County and MVSH with Minister Nixon.

Motion 264/25

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

**CARRIED**

**COUNCILOR COMMENTS:** 1. Councilor Allan

Commented on the success of the Meet the Machines & Movie in the Park event.

## 2. Councilor Fricke

Reported an inquiry from a resident regarding efforts to establish another seniors' facility in Carstairs. She updated the resident on advocacy efforts, work with MVSH, and the differing areas of responsibility between the municipality and the province. Councilor Wilcox asks what dollar value is invested with MVSH for rent from the government. Councilor Fricke answered \$40 per month per rental assistance beneficiary.

**5. Mayor Colby**  
Read aloud a Thank-you card from Al Molnar and family.

Motion 265/25                      Motion by Councilor Fricke to accept Councilor Comments as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**                      Nil

**MEDIA QUESTION PERIOD:**                      Nil

**CLOSED MEETING:**                      *Section 107 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 24).*

Motion 266/25                      Motion by Councilor Wilcox that Council close the meeting to the public to discuss business interests of a third party as per Section 19 of AITA at 7:39 p.m.

**CARRIED**

Motion 267/25                      Motion by Councilor Ball to come out of the closed meeting session at 8:27 p.m.

**CARRIED**

**NEXT MEETING:**                      Monday, September 22, 2025, at 7:00 p.m.

**ADJOURNMENT:**  
Motion 268/25                      Motion by Councilor Ball to adjourn the meeting of September 8, 2025, at 8:28 p.m.

**CARRIED**

\_\_\_\_\_  
**Lance Colby, Mayor**

\_\_\_\_\_  
**Rick Blair, CAO**



## Weekly Progress Report



4015 7 Street SE, Calgary AB T2G 2Y9, T: 403.254.0544 F: 403.254.9186

Project: **Carstairs East Reservoir Construct**

Week Ending: **September 13, 2025**

Client: **Town of Carstairs**

Project No.: **28756**

Contractor: **Alpha Construction Inc**

Written By: **Shaelynn Varughese**

<b>Sunday, September 7, 2025</b> Weather: H: 21°C L: 8°C Sunny	<ul style="list-style-type: none"> <li>Contractor not on site.</li> </ul>
<b>Monday, September 8, 2025</b> Weather: H: 22°C L: 9°C Sunny	<ul style="list-style-type: none"> <li>Continued backfilling operations in previously excavated areas.</li> <li>Compaction testing was performed to ensure compliance with project specifications.</li> <li>Coordination with geotechnical team for density testing and reporting.</li> </ul>
<b>Tuesday, September 9, 2025</b> Weather: H: 23°C L: 10°C Sunny and Showers	<ul style="list-style-type: none"> <li>Initiated trenching for electrical conduit installation.</li> <li>Excavation followed alignment as per approved drawings.</li> <li>Safety measures and trench shoring were implemented to meet OH&amp;S standards.</li> </ul>
<b>Wednesday, September 10, 2025</b> Weather: H: 20°C L: 7°C Partly Cloudy	<ul style="list-style-type: none"> <li>Electrical conduit was laid into the prepared trench.</li> <li>Conduit placement verified for depth, alignment, and spacing.</li> <li>Coordination with electrical subcontractor to ensure proper installation and future accessibility.</li> </ul>
<b>Thursday, September 11, 2025</b> Weather: H: 18°C L: 6°C Overcast and light rain	<ul style="list-style-type: none"> <li>Electrical conduit was laid into the prepared trench.</li> <li>Conduit placement verified for depth, alignment, and spacing.</li> <li>Coordination with electrical subcontractor to ensure proper installation and future accessibility.</li> </ul>
<b>Friday, September 12, 2025</b> Weather: H: 22°C L: 10°C Mostly Cloudy	<ul style="list-style-type: none"> <li>Continued general backfill and compaction in remaining areas.</li> <li>Continued compaction in zones scheduled for next phase.</li> <li>Site cleanup and preparation for next week's scope.</li> </ul>
<b>Saturday, September 13, 2025</b> Weather: H: 23°C L: 11°C Clear and Sunny	<ul style="list-style-type: none"> <li>Contractor not on site.</li> </ul>

### Comments:

- No comments

### Environment assessment:

- No spills were observed on site.

### Safety:

- No safety incidents to report

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## Weekly Progress Report



September 12<sup>th</sup> 2025: Backfilling around reservoir



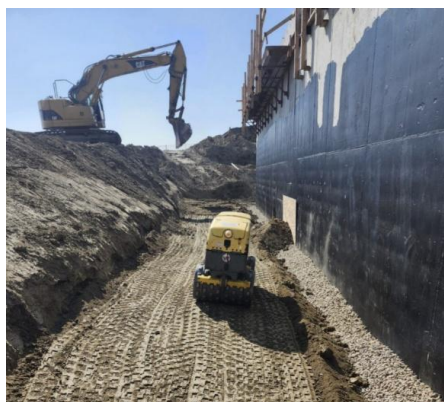
September 10<sup>th</sup> 2025: Current site conditions



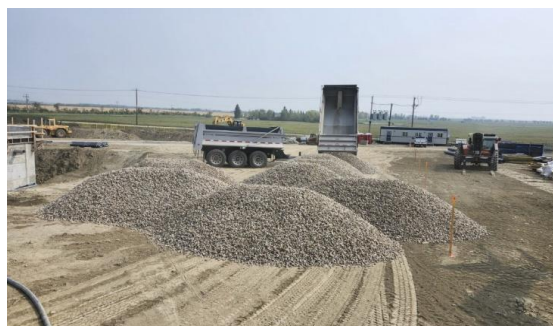
September 8<sup>th</sup> 2025: Trenching



September 9<sup>th</sup> 2025: Pipe Installation



September 10<sup>th</sup> 2025: Compaction



September 12<sup>th</sup>: materials on site

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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.
- 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 persons, 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 has been declared vicious by a Peace Officer~~ means a dog that, whether on public or private Property, has:
  - i. bitten, attacked, chased, injury, 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 on 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:

- d. Bite a person or persons whether on the property of the owner or not;
- e. Do any other act to injure a person or persons whether on the property of the owner or not;
- f. 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;
- g. Bite, bark at, or chase live stock, bicycles, automobiles, or other vehicles;
- h. Bark, howl incessantly or otherwise disturb any person;
- i. Cause damage to property or other animals;
- j. 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;
- k. Be in an area of a park cultivated for floral plant display;
- l. 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 ~~Animal Control Officer~~ Peace Officer under this Bylaw is authorized to ~~capture, and impound a dog may~~ 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 sections 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 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 ~~6-4~~ 5(a) may be appealed in writing to the Chief Administrative Officer within ten (10) days of the service of such Notice and;



- i. 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 noticed is sent.
- d. A decision on an appeal made pursuant to Section ~~6.2~~ 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 ~~6.3~~ 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 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 ~~6.8(b)~~ 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 ~~6.14~~ 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 dept 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"

**Vicious Dog Provisions:**

- a. All provisions of this Bylaw apply to Vicious Dogs. However, where the Bylaw provides for 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 of 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 Office 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 Statue 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 dogs owner; and
- e. dogs owner shall be responsible for all fees associated to 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 and 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 and such dog, including the use of a tranquilizer equipment and other capture devices.

**~~6.~~ 7. COMMUNICABLE DISEASE**

An 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 then ten (10) days.

An owner of a dog knowingly suffering 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.

**~~7.~~ 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 situation by exposure to a period of extreme heat or cold, without proper ventilation or other protection from such heat or cold.

**~~8.~~ 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 Office Staff~~ **Town Administration Office** who will issue a new tag to the owner.
- d. Any one 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 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 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**

**All foster homes must notify the Town of Carstairs of their Foster home by completing a Foster Permit. See Foster Permit Policy.**

**~~9.~~ 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.



**~~40.~~ 12. OBSTRUCTION AND INTERFERENCE**

No person, whether or not 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.

**~~44.~~ 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 or annoy an animal.

**~~12.~~ 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.

**~~43.~~ 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.

**~~44.~~ 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 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 dog while the dog is impounded.
- c. An owner of an impounded dog shall be liable to the Town ~~Office~~ 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.

**~~45.~~ 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 the authority orders the destruction of the impounded dog.

~~46- 18.~~ When the conditions described in subsection ~~45- 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.

~~47- 19.~~ A Peace Officer shall have destroyed any impounded dog when ordered to do so by a person having the authority.

~~48- 20.~~ Notwithstanding the provisions of section ~~44 16~~ (a) and (b) but subject to the provisions of section ~~45 17~~ and Peace Officer may retain an impounded dog for any length of time he or she deems appropriate in the circumstances.

~~49- 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 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 the 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 28<sup>TH</sup> DAY OF OCTOBER A.D., 2024~~

~~READ A SECOND TIME THIS 28<sup>TH</sup> DAY OF OCTOBER A.D., 2024~~

~~UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 28<sup>TH</sup> DAY OF OCTOBER A.D., 2024~~

~~READ A THIRD AND FINAL TIME THIS 28<sup>TH</sup> DAY OF OCTOBER A.D., 2024~~

\_\_\_\_\_  
Lance Colby, 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’



Schedule ‘C’

Dog Control Bylaw

I, \_\_\_\_\_ ~~Animal Control Officer~~, 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’~~ 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 2025 BUDGET			
FOR THE MONTH ENDING: August 31, 2025			
		2025 BUDGET	2025 YTD ACTUALS
<b>OPERATING CASH REQUIREMENTS</b>			
1	Operating cost excluding non-cash items and interest expense	10,810,653.87	6,937,052.86
1b	Requisition Expense	3,225,345.04	1,357,409.77
2	Less: Other Operating Revenue (excluding tax levy)	(7,672,197.20)	(6,246,441.97)
3	Operating debt interest	2,000.00	-
		<b>6,365,801.71</b>	<b>2,048,020.66</b>
4a	Anticipated draw from prior year accum surplus - restricted	-	-
4b	Anticipated draw from prior year accum surplus - unrestricted	-	-
	<b>TAX LEVY FOR OPERATIONS</b>	<b>6,365,801.71</b>	<b>2,048,020.66</b>
<b>CAPITAL CASH REQUIREMENTS</b>			
5a	Capital expenditures	10,617,639.65	3,606,096.01
5b	Capital A/P	-	-
5c	Grant money moved to deferred	-	-
6	Capital debt interest	226,774.17	62,840.85
7	Capital debt principal payments	686,021.48	493,088.14
7a	Transfer to Offsite Levy Reserve	385,131.00	
		<b>11,915,566.30</b>	<b>4,162,025.00</b>
8	Less: Capital Revenue	(6,814,802.20)	(6,323,181.82)
9	Less: Capital Revenue Other Sources (Gain on Disposal)	-	(158,377.00)
		<b>5,100,764.10</b>	<b>(2,319,533.82)</b>
10	Proceeds from new debt	(2,522,552.89)	
11a	Anticipated draw from prior year accum surplus - restricted	(975,600.11)	(677,213.11)
11b	Anticipated draw from prior year accum surplus - unrestricted	(75,604.77)	(88,519.58)
11c	Direct Restricted Fund (i.e. Deferred Grant Revenue)	-	-
	<b>TAX LEVY FOR CAPITAL</b>	<b>1,527,006.33</b>	<b>(3,085,266.51)</b>
	<b>MINIMUM TAX LEVY</b>	<b>7,892,808.04</b>	<b>(1,037,245.85)</b>
<b>FUTURE FINANCIAL PLANS</b>			
12a	Operation stabilization/specific operating future requirements	200,000.00	
12b	Water Capital Replacement	211,700.00	
12c	Sanitary Capital Replacement	134,627.20	77,805.98
12d	Equipment Capital Replacement	100,000.00	
13a	Annual amortization expense	-	
13b	Write-downs/loss on disposals	-	165,073.59
14	Less Annual non-cash expense not funded	-	
		<b>646,327.20</b>	<b>242,879.57</b>
15	Capital Reserves Contributions	149,224.20	118,397.98
15a	Direct Restricted Fund (i.e. Deferred Grant Revenues)	-	
	<b>LEVY (DRAW) FOR FUTURE FINANCIAL PLANS</b>	<b>795,551.40</b>	<b>361,277.55</b>
16	<b>TOTAL TAX LEVY</b>	<b>(8,688,359.43)</b>	675,968.30
17	<b>NET BUDGETTED CASH DRAW ON ACCUM SURPLUS</b>	-	-
	<b>TAX LEVY</b>	<b>(8,688,359.43)</b>	675,968.30
18	<b>TAXES BUDGETED</b>	<b>(8,749,026.34)</b>	<b>(8,718,646.39)</b>
	<b>TOTAL REVENUE</b>	<b>(26,809,783.51)</b>	<b>(22,212,379.87)</b>
	<b>TOTAL EXPENSE</b>	<b>26,749,116.60</b>	<b>12,817,765.18</b>
	<b>SHORTFALL / (SURPLUS)</b>	<b>(60,666.93)</b>	<b>(9,394,614.69)</b>

## TOWN OF CARSTAIRS FINANCIAL REPORT

For the Month Ending:

August 31, 2025

REVENUES		
<b>Account Balance</b>		
****-739	BMO Account	14,615,405.17
****-815	BMO Account	0.00
*****024	ATB Account	0.00
<b>TOTAL</b>		<b>14,615,405.17</b>
<b>Investments</b>		
00049601827 - 6 Month GIC		0.00
00064084566 - 1 Year GIC		0.00
<b>TOTAL</b>		<b>0.00</b>
<b>Outstanding Receivables</b>		
Account Receivables		89,513.55
Tax Trial Balance		2,216,613.56
Utility Trial Balance		272,051.19
<b>TOTAL</b>		<b>2,578,178.30</b>
<b>TOTAL REVENUES</b>		<b>17,193,583.47</b>
DEBTS		
<b>Loans</b>		
Loan # and Description	2025 Payments	2025 YE Balance
25196998001 - Fire Emergency Vehicle	50,000.00	225,642.19
25196997770 - Fire Hall Construction	114,645.85	46,139.24
25196997789 - Golf Course Upgrades	73,400.00	73,400.00
Street Sweeper	56,441.40	112,882.80
JD Area Mower	18,686.10	56,058.31
2024 Equipment Loan	100,182.47	300,547.43
Water Reservoir		991,631.55
Water Service Line		1,454,640.95
Fleet Lease - Unit 28F	2,789.49	
Fleet Lease - Unit 1F	2,782.05	
Fleet Lease - Unit 2F	2,017.29	
Fleet Lease - Unit 48F	2,017.29	
Fleet Lease - Unit 72F	2,678.58	
Fleet Lease - Unit 56F	3,044.44	
Fleet Lease - Unit 38F	3,043.92	
Fleet Lease - Unit 19F	3,044.44	
Fleet Lease - Unit 04-01F	3,120.15	
Fleet Lease - Unit 66F	3,598.40	
Fleet Lease - Unit	1,541.32	
Fleet Lease - Unit	0.00	
<b>TOTAL</b>	<b>443,033.19</b>	<b>3,260,942.47</b>
<b>Debentures</b>		
Description	2025 Payments	2025 YE Balance
Fire Hall	50,054.95	1,256,751.02
<b>TOTAL</b>	<b>50,054.95</b>	<b>1,256,751.02</b>
<b>TOTAL DEBTS</b>		<b>4,517,693.49</b>
<b>Debt Interest</b>		

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<b>Operating</b>		
<b>Description</b>	<b>8/31/2025</b>	<b>2025 YTD Actual</b>
Line of Credit / ASFF	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>
<b>Capital</b>		
Fire Emergency Vehicle	948.62	9,062.32
Fire Hall Debenture	0.00	14,184.66
Fire Hall Construction/Site Servicing	193.97	4,926.78
Fleet	0.00	6,060.65
Street Sweeper	474.57	5,458.73
Equipment Replacement 2024	1,263.53	13,059.27
Reservoir	0.00	0.00
Reservoir Service Line	0.00	0.00
Lagoon Debenture	0.00	0.00
Golf Course Upgrades	308.58	4,629.71
<b>TOTAL</b>		<b>62,840.85</b>
<b>TOTAL DEBT INTEREST</b>		<b>62,840.85</b>
<b>Debt Limit</b>		
2024 Audit Value		20,305,631.00
Percent Used		22%
<b>RESERVES</b>		
<b>Description</b>	<b>2025 Opening Balance</b>	<b>2025 YTD Actual</b>
Operations Stabilization	(1,173,954.37)	(985,434.79)
Equipment Capital Reserve	(115,200.00)	(15,200.00)
Community Policing Grant	(59,446.02)	0.00
Fire(Town) Reserve- Truck/Equip.(s.b. OP	(3,829.47)	(3,829.47)
Fire Reserve - Building	(24,038.78)	(37,753.52)
AEMA Grant- Emergency Management	0.00	0.00
Safe Zone Program	0.00	0.00
Policing - Reserve	(159,689.58)	(167,415.04)
Bike Safety Program	(1,214.00)	(1,214.00)
Cap. Reserve - Equipment	0.00	0.00
Canada Community Building Fund	0.00	0.00
LGFF& CCBF Capital - Deferred Revenue	(357,100.11)	0.00
Cap. Reserve - Roads	(53,672.35)	(53,672.35)
Off Site Levy - Transportation	(763,320.02)	(797,870.15)
Off-Site Levy - Storm	(525,385.33)	(547,712.79)
Water & Sewer Deposits	(23,000.00)	(27,200.00)
Alberta Water Wastewater Partnership	(886,110.34)	0.00
Cap. Reserve - Water	(767,560.79)	(628,337.73)
Off-Site Levy - Water	(577,197.60)	(585,789.36)
Cap. Reserve - Sewer	(394,444.39)	(394,444.39)
Reserves - Wastewater Infrastructure	(302,737.01)	(382,990.13)
Off-Site Levy - Sewer	(895,370.47)	(905,690.82)
Landfill - Post Closure Care Costs	(53,822.30)	(53,822.30)
Reserves - Solid Waste	(30,912.11)	(30,912.11)
Garbage Reserves	0.00	0.00
Deferred Revenue - Boys & Girls	0.00	0.00
Op Reserve - Cemetery Perpetual Care Fun	(112,666.72)	(118,666.72)
Op. Reserve - Columbarium Perpetual Care	(62,423.47)	(64,423.47)
Cap. Reserve - Cemetery Columbarium	(35,908.76)	(39,158.76)
Deferred Revenue - Carstairs Pet Relief	(1,622.19)	(1,622.19)
Municipal Reserve	0.00	0.00



Fortis Lights	(28,000.00)	(28,000.00)
Stone Garden - Maintenance	(10,000.00)	(10,000.00)
Land Lease - Damage Deposit	(1,000.00)	(1,000.00)
Building Lease - Damage Deposit	(350.00)	(350.00)
Unearned Revenue - BookKing	(22,623.00)	(19,163.74)
Op. Reserves - Recreation	0.00	0.00
Cap.Reserve - Recreation	(1,633.49)	(1,633.49)
Prepaid - Golf Course	0.00	0.00
Raincheck Liability - Golf Course	(1,749.16)	(1,749.16)
Gift Certificate Liability - GC	(24,581.44)	(38,643.55)
Gratuities - Tournaments	0.00	(2,550.78)
Gratuities - Servers	0.00	(2,054.44)
Reserves - Golf Carts	(2,243.46)	(2,243.46)
Junior Golf	(25,000.00)	(22,500.00)
Unearned Revenue - Arena	0.00	0.00
Arena Rental Deposits	(1,000.00)	(1,000.00)
Deferred Revenue - Parks	0.00	0.00
Deferred Revenue - Skateboard Park	(8,378.34)	(8,378.34)
Parks - Memorial Donations	(2,859.55)	(2,859.55)
Deferred Rev - Carstairs Nature Space	(32,721.65)	(25,915.25)
Deferred Rev - Pickleball Courts	0.00	0.00
Reserve - Community Hall	0.00	0.00
Community Hall - Damage Deposits	(800.00)	(1,200.00)
<b>TOTAL</b>	<b>(7,543,566.27)</b>	<b>(6,012,401.85)</b>

**TOWN OF CARSTAIRS  
REVENUE & EXPENSE REPORT**

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
<b>REVENUES</b>				
<b>Other Revenue</b>				
1-00-00-510-0	Penalties and Costs	994.60	(95,898.92)	(78,450.00)
1-00-00-540-0	Franchise Revenue	(44,890.47)	(395,038.55)	(633,438.00)
1-00-00-550-0	Investment Income	(34,388.89)	(169,790.65)	(100,000.00)
1-03-00-740-0	Fines & Costs	(64.95)	(146.25)	(500.00)
	<b>TOTAL</b>	<b>(78,349.71)</b>	<b>(660,874.37)</b>	<b>(812,388.00)</b>
<b>General Administration Revenue</b>				
1-12-00-410-0	Sales of Goods & Services	0.00	(85.40)	(300.00)
1-12-00-411-0	Tax Certificates & Title Searches	(1,760.00)	(15,360.00)	(17,240.00)
1-12-00-590-0	Other Revenue	(441.25)	(6,049.82)	(1,000.00)
1-12-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-12-00-840-0	Provincial Conditional Grant	(96,136.00)	(140,982.02)	(136,982.02)
	<b>TOTAL</b>	<b>(98,337.25)</b>	<b>(162,477.24)</b>	<b>(155,522.02)</b>
<b>Communications Revenue</b>				
1-12-01-590-0	Other Revenue	0.00	(796.44)	(500.00)
	<b>TOTAL</b>	<b>0.00</b>	<b>(796.44)</b>	<b>(500.00)</b>
<b>Fire Department Revenue</b>				
1-23-00-410-0	Fire Call Revenue	(23,394.25)	(97,775.00)	(113,000.00)
1-23-00-590-0	Other Revenue	(746.00)	(64,493.37)	(24,462.00)
1-23-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-23-00-850-0	Mountainview County	0.00	(264,107.48)	(264,107.48)
	<b>TOTAL</b>	<b>(24,140.25)</b>	<b>(426,375.85)</b>	<b>(401,569.48)</b>
<b>Emergency Management Revenue</b>				
1-24-00-283-0	Safe Zone Program	0.00	0.00	0.00
	<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Emergency Services Revenue</b>				
1-26-00-492-0	Bike Safety Program	0.00	0.00	0.00
1-26-00-521-0	Dog Licenses	0.00	(1,050.00)	(800.00)
1-26-00-522-0	Dog Boarding Fees	0.00	0.00	0.00
1-26-00-531-0	Traffic Fines	(1,426.00)	(12,285.62)	(25,000.00)
1-26-00-532-0	Bylaw Fines	0.00	0.00	(300.00)
1-26-00-590-0	Other Revenue	(792.00)	(802.58)	(500.00)
1-26-00-620-0	Proceeds from Sales	(3,000.00)	(3,000.00)	0.00
	<b>TOTAL</b>	<b>(5,218.00)</b>	<b>(17,138.20)</b>	<b>(26,600.00)</b>
<b>Roadways Revenue</b>				
1-32-00-410-0	Sale of Goods & Services	0.00	0.00	(500.00)
1-32-00-590-0	Other Revenue	(162.00)	(162.00)	(500.00)
1-32-00-620-0	Proceeds from Sales	(42,200.00)	(42,200.00)	0.00
1-32-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
	<b>TOTAL</b>	<b>(42,362.00)</b>	<b>(42,362.00)</b>	<b>(1,000.00)</b>
<b>Stormwater Revenue</b>				
1-37-00-620-0	Proceeds from Sales	0.00	0.00	0.00
	<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Water Revenue</b>				
1-41-00-410-0	Water Sales	(99,824.09)	(776,980.97)	(1,148,246.40)
1-41-00-410-1	Flat Rate Fees - Water	(32,421.83)	(253,771.13)	(371,700.00)

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
1-41-00-411-0	Bulk Water Sales	(4,541.96)	(61,267.36)	(69,335.00)
1-41-00-440-0	Water Meter Sales	(575.00)	(20,700.00)	(23,000.00)
1-41-00-590-0	Other Revenue	0.00	(18,600.00)	(500.00)
1-41-00-620-0	Proceeds from Sales	(29,500.00)	(48,572.00)	0.00
<b>TOTAL</b>		<b>(166,862.88)</b>	<b>(1,179,891.46)</b>	<b>(1,612,781.40)</b>
<b>Sanitary Revenue</b>				
1-42-00-410-0	Sewer Fees	(59,054.15)	(463,254.55)	(688,947.84)
1-42-00-410-1	Flat Rate Fee- Wastewater Infrastructure	(13,342.70)	(104,429.52)	(154,627.20)
1-42-00-419-0	Sales of Goods & Services	0.00	0.00	0.00
1-42-00-620-0	Proceeds from Sales	0.00	(14,500.00)	0.00
1-42-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
<b>TOTAL</b>		<b>(72,396.85)</b>	<b>(582,184.07)</b>	<b>(843,575.04)</b>
<b>Garbage Revenue</b>				
1-43-00-410-0	Garbage Fees	(50,830.44)	(403,422.93)	(588,672.00)
1-43-00-590-0	Other Revenue	0.00	0.00	(500.00)
1-43-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-43-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
<b>TOTAL</b>		<b>(50,830.44)</b>	<b>(403,422.93)</b>	<b>(589,172.00)</b>
<b>Planning Revenue</b>				
1-61-00-410-0	Zoning Application - Developer	0.00	0.00	(7,000.00)
1-61-00-411-0	Provincial Permit Fees	(168.45)	(4,341.80)	(7,000.00)
1-61-00-490-0	MPC / Relaxation Revenue	0.00	(250.00)	(500.00)
1-61-00-620-0	Proceeds from Sales	(27,500.00)	(27,500.00)	0.00
1-61-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
<b>TOTAL</b>		<b>(27,668.45)</b>	<b>(32,091.80)</b>	<b>(14,500.00)</b>
<b>Community Services Revenue</b>				
1-62-00-419-0	Program Fees	(1,066.00)	(5,390.00)	(5,100.00)
1-62-00-420-0	Event Fees	0.00	(375.00)	(2,500.00)
1-62-00-590-0	Business License Revenue	(737.50)	(34,325.00)	(33,000.00)
1-62-00-591-0	Donations	(808.00)	(5,570.77)	(1,587.97)
1-62-00-595-0	IODE Donations	0.00	(3,167.00)	(3,167.00)
1-62-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-62-00-840-0	Conditional Grants	0.00	(2,420.00)	(2,000.00)
1-62-51-840-0	FCSS Provincial Conditional Grants	0.00	(73,843.30)	(97,124.36)
1-62-51-850-0	Mountain View County FCSS Grant	0.00	(30,744.00)	(30,744.00)
<b>TOTAL</b>		<b>(2,611.50)</b>	<b>(155,835.07)</b>	<b>(175,223.33)</b>
<b>Development Revenue</b>				
1-66-00-410-0	Building & Development Permits	(7,756.84)	(163,512.63)	(250,000.00)
1-66-00-410-1	Consulting Services Subdivision - Devel	0.00	0.00	(10,000.00)
1-66-00-415-0	Subdivision Fees	0.00	(7,200.00)	(5,000.00)
1-66-00-420-0	Compliance Fees	(375.00)	(5,400.00)	(7,500.00)
1-66-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-66-00-840-0	Cond. Prov. Grants	0.00	0.00	0.00
<b>TOTAL</b>		<b>(8,131.84)</b>	<b>(176,112.63)</b>	<b>(272,500.00)</b>
<b>Lands &amp; Buildings Revenue</b>				
1-69-01-560-0	Building Rental - Medical Centre	(6,907.30)	(54,973.35)	(84,000.00)
1-69-03-560-0	Building Rental - IODE	(285.71)	(2,285.68)	(3,500.00)
1-69-04-560-0	Building Rental - 1126 Osler	0.00	(3,600.00)	(6,000.00)
1-69-05-560-0	Land Rental - Buschert	0.00	(1,650.00)	(1,650.00)
1-69-06-560-0	Land Rental - Quantz/Colby	0.00	0.00	0.00
1-69-07-560-0	Land Rental - Marcam	0.00	0.00	(5,650.00)
1-69-08-560-0	Land Rental - Advantage	0.00	(10,000.00)	(10,000.00)

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
1-69-09-560-0	Land Rental - Trans Canada	0.00	0.00	(9,835.00)
1-69-10-560-0	Land Rental - 890 Centre Street	(1,000.00)	(8,000.00)	(12,000.00)
1-69-13-560-0	Building Rental - Scout Hall	(400.00)	(3,200.00)	(4,800.00)
<b>TOTAL</b>		<b>(8,593.01)</b>	<b>(83,709.03)</b>	<b>(137,435.00)</b>
<b>Golf Course Revenue</b>				
1-72-04-410-0	Annual Member Dues	0.00	(437,150.00)	(425,000.00)
1-72-04-411-0	Merchandise Sales	(29,767.70)	(136,569.78)	(175,000.00)
1-72-04-412-0	Driving Range	(4,876.00)	(22,218.00)	(18,000.00)
1-72-04-413-0	Green Fees	(99,488.50)	(426,107.11)	(450,000.00)
1-72-04-414-0	Bar Sales	(60,132.26)	(224,486.35)	(240,000.00)
1-72-04-414-1	Pop Sales	(12,075.51)	(48,181.05)	(50,000.00)
1-72-04-414-2	Food Sales	(82,656.18)	(300,141.94)	(325,000.00)
1-72-04-415-0	Storage Rentals	0.00	(2,585.00)	(3,000.00)
1-72-04-490-0	Tournaments & Leagues	(17,163.72)	(20,973.12)	(5,000.00)
1-72-04-565-0	Cart Rentals	(41,569.00)	(197,179.20)	(210,000.00)
1-72-04-565-1	Club Rentals	(690.00)	(2,159.04)	(2,500.00)
1-72-04-590-0	Other Revenue	(952.38)	(2,444.38)	(1,000.00)
1-72-04-590-1	Other Revenue - PGA	(605.00)	(1,905.00)	(1,000.00)
1-72-04-592-0	Junior Golf Program	(2,500.00)	(2,500.00)	(2,500.00)
1-72-04-620-0	Proceeds from Sales	0.00	(4,505.00)	0.00
1-72-04-840-0	Provincial Conditional Grant	0.00	0.00	0.00
<b>TOTAL</b>		<b>(352,476.25)</b>	<b>(1,829,104.97)</b>	<b>(1,908,000.00)</b>
<b>Arena Revenue</b>				
1-72-06-419-0	Program & Event Fees	(963.15)	(58,407.85)	(65,000.00)
1-72-06-490-0	Arena Concession	0.00	(45,829.79)	(50,000.00)
1-72-06-491-0	Advertising Signs	(25.00)	(7,985.72)	(6,000.00)
1-72-06-540-1	Dance Studio Lease	0.00	(3,296.00)	(6,592.00)
1-72-06-540-2	Crossfit Lease	0.00	(9,750.00)	(18,000.00)
1-72-06-560-0	Facility Rentals	(100.00)	(2,316.61)	(2,500.00)
1-72-06-560-1	Ice Rentals	(5,643.95)	(94,090.75)	(140,000.00)
1-72-06-562-9	Hugh Sutherland School	0.00	(5,000.00)	(5,000.00)
1-72-06-590-0	Other Revenue/Donations	0.00	0.00	0.00
1-72-06-620-0	Proceeds from Sales	0.00	0.00	0.00
1-72-06-830-0	Federal Conditional Grants	0.00	0.00	0.00
1-72-06-850-0	Mountainview County	0.00	(101,856.46)	(101,856.46)
<b>TOTAL</b>		<b>(6,732.10)</b>	<b>(328,533.18)</b>	<b>(394,948.46)</b>
<b>Parks Revenue</b>				
1-72-08-560-0	Ball Diamond Rental - Slow Pitch	0.00	(5,425.98)	(4,300.00)
1-72-08-562-0	Soccer Field Revenue	0.00	(1,160.00)	(1,245.00)
1-72-08-590-0	Other Revenue	0.00	0.00	(300.00)
1-72-08-591-0	Memorial Benches	0.00	0.00	(1,500.00)
1-72-08-593-0	Carstairs Nature Space	0.00	(6,806.40)	0.00
1-72-08-594-0	Pickleball Courts	0.00	0.00	0.00
1-72-08-620-0	Proceeds from Sales	(2,100.00)	(18,100.00)	0.00
1-72-08-750-0	Mountainview County	0.00	(118,631.97)	(118,631.97)
1-72-08-830-0	Federal Conditional Grants	0.00	0.00	0.00
1-72-08-840-0	Provincial Conditional Grant	0.00	0.00	0.00
1-72-56-410-0	Sale of Goods & Services - Cemetery	(2,200.00)	(13,495.00)	(9,375.00)
1-72-56-411-0	Perpetual Care Fund - Cemetery	(500.00)	(7,500.00)	(7,350.00)
1-72-56-412-0	Sale of Good & Services - Columbarium	(850.00)	(4,360.00)	(7,400.00)
1-72-56-413-0	Perpetual Care Fund - Columbarium	(500.00)	(2,500.00)	(5,775.00)
<b>TOTAL</b>		<b>(6,150.00)</b>	<b>(177,979.35)</b>	<b>(155,876.97)</b>

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
<b>Campground Revenue</b>				
1-72-99-410-0	Campground Fees	(22,127.61)	(71,546.93)	(90,000.00)
1-72-99-411-0	Shower/Sewer User Fees	(1,782.00)	(5,006.00)	(8,000.00)
1-72-99-620-0	Proceeds from Sales	0.00	0.00	0.00
	<b>TOTAL</b>	<b>(23,909.61)</b>	<b>(76,552.93)</b>	<b>(98,000.00)</b>
<b>Community Hall Revenue</b>				
1-74-02-490-0	Community Hall Revenue	(2,566.95)	(21,771.95)	(25,000.00)
1-74-02-620-0	Proceeds from Sales	0.00	0.00	0.00
1-74-02-850-0	Mountain View County Grant	0.00	(13,285.63)	(13,285.63)
	<b>TOTAL</b>	<b>(2,566.95)</b>	<b>(35,057.58)</b>	<b>(38,285.63)</b>
<b>Library Revenue</b>				
1-74-04-750-0	Mountainview County	0.00	(34,319.87)	(34,319.87)
1-74-04-840-0	Provincial Conditional Grant	0.00	0.00	0.00
	<b>TOTAL</b>	<b>0.00</b>	<b>(34,319.87)</b>	<b>(34,319.87)</b>
<b>Taxes &amp; Requisitions Revenue</b>				
1-00-00-110-0	Taxes - Residential	0.00	(5,526,306.05)	(5,530,342.67)
1-00-00-120-0	Taxes - Non Residential	0.00	(679,519.51)	(697,751.07)
1-00-00-200-0	ASFF - Residential	0.00	(2,235,126.16)	(2,235,332.65)
1-00-00-210-0	ASFF - Non Residential	0.00	(276,934.54)	(284,692.72)
1-00-00-211-0	Designated Industrial Properties	0.00	(760.13)	(907.23)
	<b>TOTAL</b>	<b>0.00</b>	<b>(8,718,646.39)</b>	<b>(8,749,026.34)</b>
	<b>TOTAL REVENUES</b>	<b>(977,337.09)</b>	<b>(15,123,465.36)</b>	<b>(16,421,223.54)</b>
<b>EXPENSES</b>				
<b>Legislative Expense</b>				
2-11-00-110-0	Wages	5,572.81	47,368.83	72,446.40
2-11-00-130-0	Benefits - Remuneration	465.79	3,726.32	8,068.76
2-11-00-130-1	Benefits	1,127.10	9,465.04	15,213.74
2-11-00-150-0	Committee Per Diem	360.00	15,885.00	35,000.00
2-11-00-151-0	Remuneration	13,447.94	107,583.52	161,375.28
2-11-00-211-0	Travel & Subsistence	762.57	35,560.53	45,000.00
2-11-00-214-0	Training	0.00	9,817.93	19,500.00
2-11-00-215-0	Telecommunications	145.08	821.73	1,600.00
2-11-00-221-0	Public Relations	0.00	8,910.19	13,600.00
2-11-00-221-1	Staff Relations	80.00	353.60	5,800.00
2-11-00-224-0	Memberships	0.00	7,655.78	7,800.00
2-11-00-274-0	Insurance	0.00	586.00	590.00
	<b>TOTAL</b>	<b>21,961.29</b>	<b>247,734.47</b>	<b>385,994.18</b>
<b>Taxes &amp; Requisitions Expense</b>				
2-26-00-238-0	RCMP	0.00	(12,496.00)	304,805.60
2-43-00-765-0	Mountain View Waste Commission	0.00	25,910.44	51,820.84
2-80-00-742-0	Mountain View Seniors' Housing	0.00	260,839.50	347,786.00
2-80-00-744-0	ASFF	0.00	1,083,155.83	2,520,025.37
2-80-00-745-0	Designated Industrial Properties	0.00	0.00	907.23
	<b>TOTAL</b>	<b>0.00</b>	<b>1,357,409.77</b>	<b>3,225,345.04</b>
<b>General Administration Expense</b>				
2-12-00-110-0	Wages	49,585.25	302,227.27	637,245.08
2-12-00-130-0	Benefits	6,574.02	62,007.79	70,265.44
2-12-00-131-0	Benefits - Wellness Program	790.77	10,166.76	30,000.00
2-12-00-136-0	Worker's Compensation Board	3,788.90	29,284.59	50,000.00
2-12-00-210-0	Freight & Postage	752.88	4,289.17	8,975.00

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-12-00-211-0	Travel, Meals & Accommodations	0.00	4,201.31	6,600.00
2-12-00-214-0	Training & Conferences	0.00	2,445.00	11,095.00
2-12-00-215-0	Telecommunications	1,374.94	17,406.94	33,200.00
2-12-00-221-1	Staff Relations	8.28	304.23	500.00
2-12-00-224-0	Memberships	0.00	2,211.21	3,200.00
2-12-00-230-0	Prof Services - Audit	0.00	(1,300.00)	34,100.00
2-12-00-232-2	Prof Services - Legal	2,587.00	16,235.50	20,000.00
2-12-00-233-0	Prof Services - Assessment	0.00	32,877.10	61,000.00
2-12-00-234-0	Prof Services - Computer Support	8,447.40	76,420.34	116,000.00
2-12-00-234-2	Computer Replacement	17,542.35	94,474.80	77,270.00
2-12-00-239-0	Prof Services - Other	1,161.96	9,223.60	11,950.00
2-12-00-240-0	Service Charges	0.00	0.00	100.00
2-12-00-260-0	Equipment Rental/Lease	2,245.98	8,477.94	11,800.00
2-12-00-290-0	Other General Services (Census/Election)	0.00	2,697.01	15,000.00
2-12-00-290-2	Contracted Services	0.00	44,866.02	55,446.02
2-12-00-510-0	General Goods & Supplies	1,009.12	7,798.72	15,000.00
2-12-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-12-00-810-0	Charges for Other Financial Services	473.88	3,932.55	5,550.00
2-12-00-920-0	Uncollectible Accounts	0.00	1,717.44	1,000.00
<b>TOTAL</b>		<b>96,342.73</b>	<b>731,965.29</b>	<b>1,275,296.54</b>
<b>Communications Expense</b>				
2-12-01-211-0	Travel, Meals & Accommodations	0.00	0.00	200.00
2-12-01-214-0	Conference & Course Fees	0.00	0.00	1,000.00
2-12-01-220-0	Advertising	2,415.85	24,893.30	41,800.00
2-12-01-224-0	Memberships	0.00	507.43	650.00
2-12-01-234-0	Website Support	0.00	1,421.88	6,784.00
2-12-01-510-0	General Goods & Supplies	0.00	0.00	1,000.00
2-12-01-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>2,415.85</b>	<b>26,822.61</b>	<b>51,434.00</b>
<b>Fire Department Expense</b>				
2-23-00-110-0	Wages	12,514.21	106,797.05	162,593.73
2-23-00-130-0	Benefits	2,062.60	22,796.11	34,144.68
2-23-00-155-0	Firefighter Appreciation	0.00	0.00	3,650.00
2-23-00-159-0	Firefighter Remuneration	1,250.00	70,622.17	125,000.00
2-23-00-210-0	Freight & Postage	36.61	412.76	500.00
2-23-00-211-0	Travel, Meals & Accommodations	0.00	1,838.19	2,000.00
2-23-00-214-0	Training & Conferences	1,139.97	8,444.51	7,850.00
2-23-00-215-0	Telecommunications	538.57	4,717.46	8,000.00
2-23-00-219-0	Dispatch Services	0.00	14,745.28	14,165.92
2-23-00-221-0	Fire Prevention	0.00	610.00	1,700.00
2-23-00-224-0	Memberships & Registrations	166.67	5,649.97	7,050.00
2-23-00-245-0	Investigation Costs	0.00	1,640.50	1,000.00
2-23-00-250-0	R&M - Buildings	78.84	2,235.22	3,500.00
2-23-00-252-0	Janitorial	0.00	5,040.00	8,400.00
2-23-00-253-0	R&M - Equipment	2,150.79	22,207.95	21,500.00
2-23-00-255-0	R&M - Vehicles	460.00	38,016.01	38,000.00
2-23-00-274-0	Insurance	0.00	28,538.30	26,559.32
2-23-00-511-0	General Goods & Services	190.00	8,115.23	10,400.00
2-23-00-511-1	General Goods & Services - Inventory	0.00	0.00	0.00
2-23-00-512-0	Officer Uniforms	0.00	8,788.72	6,800.00
2-23-00-520-1	Small Equipment Replacement	0.00	0.00	0.00
2-23-00-521-0	Fuel	1,414.94	9,156.66	14,000.00

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-23-00-543-0	Gas	70.42	6,179.23	11,707.00
2-23-00-544-0	Power	1,136.04	11,289.18	18,436.00
2-23-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-23-00-770-0	Transfer to County	0.00	0.00	42,375.00
<b>TOTAL</b>		<b>23,209.66</b>	<b>377,840.50</b>	<b>569,331.65</b>
<b>Emergency Management Expense</b>				
2-24-00-110-0	Wages	2,006.20	17,052.70	26,080.56
2-24-00-130-0	Benefits	348.62	3,340.30	5,476.92
2-24-00-211-0	Travel, Meals & Accommodations	0.00	124.80	600.00
2-24-00-214-0	Training & Conferences	0.00	89.28	1,000.00
2-24-00-215-0	Telecommunications	109.92	2,898.01	3,000.00
2-24-00-220-0	Advertising	0.00	0.00	750.00
2-24-00-224-0	Memberships	0.00	0.00	500.00
2-24-00-283-0	Safe Zone Program	0.00	0.00	0.00
2-24-00-290-0	Emergency Events	0.00	0.00	1,000.00
2-24-00-510-0	General Goods & Supplies	283.98	2,012.42	6,400.00
2-24-00-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>2,748.72</b>	<b>25,517.51</b>	<b>44,807.48</b>
<b>Emergency Services Expense</b>				
2-26-00-110-0	Wages	16,369.06	146,674.27	223,996.12
2-26-00-130-0	Benefits	3,147.06	29,052.08	47,039.19
2-26-00-210-0	Freight & Postage	0.00	0.00	250.00
2-26-00-211-0	Travel, Meals & Accommodations	16.32	681.82	2,250.00
2-26-00-214-0	Training & Conferences	0.00	1,134.50	3,500.00
2-26-00-215-0	Telecommunications	1,384.46	12,960.72	25,800.00
2-26-00-224-0	Memberships	375.00	600.00	750.00
2-26-00-234-0	Computer Support	0.00	0.00	500.00
2-26-00-235-0	Contracted Services	805.23	1,473.23	2,000.00
2-26-00-237-2	Animal Control Expenses	25.65	70.65	1,500.00
2-26-00-239-2	Animal Control Veterinary Services	0.00	0.00	500.00
2-26-00-244-0	Safety Code Inspections	0.00	614.08	2,715.00
2-26-00-255-2	R&M - Vehicles	0.00	1,997.44	5,000.00
2-26-00-492-0	Bike Safety Program	0.00	0.00	0.00
2-26-00-510-0	General Goods & Supplies	36.99	10,042.93	14,840.00
2-26-00-512-0	PPE Clothing/Boots/Gloves	313.98	577.18	1,800.00
2-26-00-513-0	Safety	242.38	551.02	5,000.00
2-26-00-521-0	Fuel	383.14	3,726.60	6,000.00
2-26-00-590-2	Programs	522.86	14,086.85	25,500.00
2-26-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-26-00-770-0	Citizens on Patrol	0.00	0.00	2,000.00
<b>TOTAL</b>		<b>23,622.13</b>	<b>224,243.37</b>	<b>370,940.31</b>
<b>Fleet Expense</b>				
2-31-00-219-0	Telematics	0.00	137.91	2,400.00
2-31-00-230-0	Management Fees	2,970.00	15,032.69	10,529.68
2-31-00-255-0	Maintenance Fees	0.00	1,931.06	6,140.48
<b>TOTAL</b>		<b>2,970.00</b>	<b>17,101.66</b>	<b>19,070.16</b>
<b>Roadways Expense</b>				
2-32-00-110-0	Wages	32,672.28	251,355.72	389,053.22
2-32-00-130-0	Benefits	6,060.58	44,350.77	81,701.18
2-32-00-210-0	Freight & Postage	0.00	28.37	500.00
2-32-00-211-0	Travel, Meals & Accommodations	82.13	140.85	1,500.00
2-32-00-214-0	Training & Conferences	0.00	930.00	4,000.00



General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-32-00-250-1	R&M - CPR Xing	403.50	2,824.50	6,000.00
2-32-00-250-2	R&M - Roads	0.00	4,104.60	54,600.00
2-32-00-251-2	R&M - Sidewalks	0.00	0.00	50,000.00
2-32-00-252-0	R&M - Pathways	0.00	0.00	10,000.00
2-32-00-253-2	R&M - Equipment	7,274.00	14,904.71	19,000.00
2-32-00-255-2	R&M - Vehicles	0.00	8,373.41	10,000.00
2-32-00-260-0	Equipment Rental/Lease	0.00	0.00	5,000.00
2-32-00-264-0	CPR Land/Ditch Lease	0.00	4,609.00	7,520.00
2-32-00-510-0	General Goods & Supplies	739.67	8,584.24	10,100.00
2-32-00-520-0	Equipment/Vehicle Parts & Supplies	374.42	3,522.40	11,200.00
2-32-00-521-0	Fuel	890.01	8,861.99	30,000.00
2-32-00-530-0	Construction & Maintenance Materials	0.00	19,185.49	23,000.00
2-32-00-534-0	Sand & Gravel	471.98	6,223.61	15,500.00
2-32-00-539-1	Street Signs	925.15	1,521.06	2,500.00
2-32-00-539-2	Pedestrian Signals	0.00	313.51	15,000.00
2-32-00-544-0	Power - Street Lights	23,837.65	164,927.05	271,754.00
2-32-00-620-0	Loss on Disposal	36,310.25	36,310.25	0.00
2-32-31-512-0	PPE Clothing/Boots/Gloves	335.18	2,916.46	3,000.00
<b>TOTAL</b>		<b>110,376.80</b>	<b>583,987.99</b>	<b>1,020,928.40</b>
<b>Storm Water Expense</b>				
2-37-00-110-0	Wages	2,005.09	17,059.38	25,902.44
2-37-00-130-0	Benefits	375.03	3,268.20	5,439.51
2-37-00-250-2	Purchased Repairs & Maintenance	923.60	9,822.81	2,000.00
2-37-00-510-0	General Goods & Supplies	0.00	312.80	500.00
2-37-00-520-0	R&M - Equipment	0.00	697.59	1,000.00
2-37-00-521-0	Fuel	0.00	225.00	500.00
2-37-00-532-2	Ground Materials	0.00	0.00	500.00
2-37-00-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>3,303.72</b>	<b>31,385.78</b>	<b>35,841.95</b>
<b>Water Expense</b>				
2-41-00-110-0	Wages	6,914.82	58,860.33	89,619.54
2-41-00-130-0	Benefits	1,269.32	11,093.56	18,820.10
2-41-00-210-0	Freight & Postage	752.88	4,177.17	8,000.00
2-41-00-211-0	Travel, Meals & Accommodations	0.00	860.57	3,000.00
2-41-00-214-0	Training & Conferences	0.00	1,090.00	3,000.00
2-41-00-215-0	Telecommunications	759.60	877.82	1,000.00
2-41-00-224-0	Memberships	0.00	114.28	300.00
2-41-00-239-0	Professional Services Purchased	170.00	2,939.41	3,000.00
2-41-00-250-2	R&M - Water System Infrastructure	245.00	24,131.05	25,000.00
2-41-00-251-2	R&M - Buildings/Reservoir	0.00	21,916.68	22,000.00
2-41-00-253-0	R&M - Hydrants	0.00	0.00	20,000.00
2-41-00-290-0	Meter Reading Service/1st Call Locate	898.00	4,356.22	3,000.00
2-41-00-350-0	Purchase Water-Mtnview Water Commission	87,956.00	558,886.25	963,329.40
2-41-00-510-0	General Goods & Supplies	471.30	1,567.30	6,000.00
2-41-00-520-2	Equipment/Vehicle Parts & Supplies	0.00	398.67	1,000.00
2-41-00-521-0	Pumphouse Fuel	0.00	0.00	500.00
2-41-00-521-1	Fuel	598.70	4,143.27	8,000.00
2-41-00-531-0	Chemicals/Testing Supplies	0.00	1,967.27	2,000.00
2-41-00-538-0	Meters	0.00	273,291.14	160,000.00
2-41-00-539-0	Motors/Pumps/Inspections	0.00	4,208.48	5,500.00
2-41-00-543-0	Gas	76.70	1,583.23	2,229.00
2-41-00-544-0	Power	2,139.38	14,222.27	28,276.00



General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-41-00-620-0	Loss on Disposal	14,854.37	68,892.10	0.00
2-41-00-920-0	Uncollectible Accounts	0.00	99.37	500.00
<b>TOTAL</b>		<b>117,106.07</b>	<b>1,059,676.44</b>	<b>1,374,074.04</b>
<b>Sanitary Expense</b>				
2-42-00-110-0	Wages	6,792.40	57,815.95	88,000.88
2-42-00-130-0	Benefits	1,249.20	11,154.36	18,480.18
2-42-00-210-0	Freight & Postage	752.88	4,177.17	8,000.00
2-42-00-230-0	General Services Purchased	7,478.58	12,312.08	5,000.00
2-42-00-250-2	R&M - Infrastructure	0.00	45,571.21	60,000.00
2-42-00-253-0	R&M - Pumps	0.00	2,588.85	2,000.00
2-42-00-255-2	R&M - Vehicle	0.00	0.00	2,000.00
2-42-00-510-0	General Goods & Supplies	0.00	3,933.50	9,390.56
2-42-00-520-0	Equipment/Vehicle Parts & Supplies	0.00	0.00	700.00
2-42-00-521-0	Fuel	187.57	1,487.74	3,500.00
2-42-00-530-0	Sewer Pipe & Fittings	0.00	0.00	0.00
2-42-00-531-0	Chemicals & Testing	0.00	7,704.35	16,000.00
2-42-00-534-0	Sand/Gravel/Loam	0.00	0.00	1,000.00
2-42-00-544-0	Power	252.35	1,754.79	3,178.00
2-42-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-42-00-920-0	Uncollectibles	0.00	0.00	500.00
<b>TOTAL</b>		<b>16,712.98</b>	<b>148,500.00</b>	<b>217,749.62</b>
<b>Garbage Expense</b>				
2-43-00-110-0	Wages	2,382.71	20,271.71	30,770.33
2-43-00-130-0	Benefits	445.88	3,663.95	6,461.77
2-43-00-210-0	Freight & Postage	752.86	4,177.13	8,000.00
2-43-00-238-0	Other Professional Services	0.00	0.00	1,000.00
2-43-00-270-0	Annual Clean Up	0.00	3,915.07	3,500.00
2-43-00-290-0	Solid Waste Contract	16,877.29	157,853.17	238,627.00
2-43-00-291-0	Contracted Services (Bin Rental/Landfill)	453.30	2,812.77	9,367.44
2-43-00-510-0	General Goods & Supplies	0.00	64.71	500.00
2-43-00-511-0	Roll Out Bins	0.00	17,239.94	20,000.00
2-43-00-512-0	Compost Bins	1,504.50	5,680.00	10,000.00
2-43-00-520-2	Equipment/Vehicle Parts & Supplies	0.00	185.50	5,000.00
2-43-00-521-0	Fuel	465.02	1,933.42	3,000.00
2-43-00-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>22,881.56</b>	<b>217,797.37</b>	<b>336,226.54</b>
<b>Planning Expense</b>				
2-61-00-110-0	Wages	7,519.23	66,850.85	104,504.06
2-61-00-130-0	Benefits	639.73	11,515.84	21,945.85
2-61-00-210-0	Freight & Postage	0.00	0.00	100.00
2-61-00-211-0	Travel, Meals & Accommodations	44.28	177.83	500.00
2-61-00-214-0	Training & Conferences	0.00	1,945.00	2,500.00
2-61-00-215-0	Telecommunications	57.83	431.70	850.00
2-61-00-239-0	Consulting Services - Developer	0.00	4,863.82	12,000.00
2-61-00-239-1	Consulting Services - Municipal	0.00	69,987.03	136,189.24
2-61-00-255-2	R&M - Vehicle	14.29	28.58	500.00
2-61-00-271-0	Licenses and Permits	897.78	4,384.90	5,000.00
2-61-00-510-0	General Goods & Supplies	0.00	262.22	4,000.00
2-61-00-521-0	Fuel	85.41	499.36	1,500.00
2-61-00-620-0	Loss on Disposal	37,905.55	37,905.55	0.00
<b>TOTAL</b>		<b>47,164.10</b>	<b>198,852.68</b>	<b>289,589.15</b>
<b>Asset Management Expense</b>				

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-61-02-110-0	Wages	4,592.00	39,032.02	59,696.00
2-61-02-130-0	Benefits	843.68	7,194.98	12,536.16
2-61-02-211-0	Travel, Meals & Accommodations	0.00	82.90	1,000.00
2-61-02-214-0	Training & Conferences	0.00	1,602.28	5,000.00
2-61-02-215-0	Telecommunications	58.21	443.29	1,000.00
2-61-02-224-0	Memberships	0.00	245.53	3,000.00
2-61-02-234-0	Computer Support	0.00	12,494.90	12,500.00
2-61-02-239-0	Consulting Services	2,940.00	4,005.20	20,000.00
2-61-02-510-0	General Goods & Supplies	7.99	103.97	3,000.00
2-61-02-511-0	Plotter Printer	0.00	665.95	2,000.00
<b>TOTAL</b>		<b>8,441.88</b>	<b>65,871.02</b>	<b>119,732.16</b>
<b>Community Services Expense</b>				
2-62-00-110-0	Wages	12,167.46	103,423.44	158,176.86
2-62-00-130-0	Benefits	3,084.75	21,380.92	33,217.14
2-62-00-210-0	Freight & Postage	0.00	0.00	100.00
2-62-00-211-0	Travel, Meals & Accommodations	0.00	0.00	1,000.00
2-62-00-214-0	Training & Conferences	60.00	60.00	2,000.00
2-62-00-215-0	Telecommunications	229.65	1,834.41	3,600.00
2-62-00-224-0	Memberships	0.00	458.00	1,000.00
2-62-00-234-0	Prof Services - Computer Support	8,417.39	8,417.39	8,417.39
2-62-00-290-0	Programs	0.00	5,409.38	11,667.97
2-62-00-291-0	Events	1,639.98	22,836.01	23,000.00
2-62-00-510-0	General Goods & Supplies	169.94	1,466.08	3,000.00
2-62-00-595-0	IODE Expenses	0.00	1,797.39	3,167.00
2-62-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-62-00-770-1	Donation to Community Transportation	280.00	2,648.62	3,800.00
2-62-00-770-5	Museum Operating Grant	0.00	29,452.50	58,905.00
2-62-00-770-6	Donation to Kiwanis	0.00	500.00	500.00
2-62-00-770-7	Half Century Operating Grant	4,000.00	4,000.00	4,000.00
2-62-00-770-8	Church Link	0.00	10,000.00	10,000.00
2-62-00-770-9	Carstairs Heritage Festival	0.00	2,000.00	5,000.00
2-62-00-771-0	STARS Donation	0.00	5,000.00	5,000.00
2-62-51-290-0	FCSS Programs	5,474.04	83,543.38	109,589.32
<b>TOTAL</b>		<b>35,523.21</b>	<b>304,227.52</b>	<b>445,140.68</b>
<b>Development Expense</b>				
2-66-00-110-0	Wages	7,519.23	66,850.85	104,504.06
2-66-00-130-0	Benefits	1,255.84	12,131.36	21,945.85
2-66-00-200-0	General Services Purchased	0.00	0.00	500.00
2-66-00-210-0	Freight & Postage	0.00	0.00	100.00
2-66-00-211-0	Travel, Meals & Accommodations	4.56	686.25	1,000.00
2-66-00-214-0	Training & Conferences	865.00	2,916.70	2,500.00
2-66-00-236-0	Building Inspector	16,258.20	63,823.95	90,000.00
2-66-00-239-0	Consulting Services - Developer	4,036.73	19,959.48	30,000.00
2-66-00-239-1	Consulting Services - Municipal	2,495.59	12,715.51	30,000.00
2-66-00-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>32,435.15</b>	<b>179,084.10</b>	<b>280,549.91</b>
<b>Lands &amp; Buildings Expense</b>				
2-69-00-110-0	Wages	7,051.52	55,034.95	90,168.33
2-69-00-130-0	Benefits	1,371.34	11,439.05	18,935.35
2-69-00-273-0	Land Taxes to County	0.00	306.45	400.00
2-69-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-69-01-250-0	Wellness Centre - R&M Building	0.00	114.78	2,000.00

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-69-01-543-0	Wellness Centre - Gas	66.51	66.51	0.00
2-69-01-544-0	Wellness Centre - Power	1,390.51	1,390.50	0.00
2-69-03-250-0	IODE - R&M Building	95.00	1,280.00	1,500.00
2-69-03-543-0	IODE - Utilities	115.45	760.98	1,460.00
2-69-04-250-0	1126 Osler Street - R&M Building	0.00	15.00	500.00
2-69-04-543-1	1126 Osler Street - Power	53.03	995.52	1,794.00
2-69-04-544-0	1126 Osler Street - Gas	110.26	768.02	1,399.00
2-69-06-250-2	Community Services - R & M	0.00	83.87	500.00
2-69-06-252-0	Community Services - Janitorial	792.50	2,542.50	3,000.00
2-69-06-260-0	Community Services - Lease	3,710.68	16,676.19	23,521.70
2-69-06-543-0	Community Services - Gas	47.76	605.07	1,023.00
2-69-06-544-0	Community Services - Power	143.53	1,070.85	2,069.00
2-69-12-250-2	Admin - R & M Building	84.33	2,754.92	3,000.00
2-69-12-252-0	Admin - Janitorial	1,000.00	8,000.00	12,000.00
2-69-12-274-0	Admin - Insurance	0.00	84,048.49	89,822.49
2-69-12-543-0	Admin - Gas	62.24	2,831.94	6,625.00
2-69-12-544-0	Admin - Power	444.62	3,350.19	7,112.00
2-69-13-250-0	Scout Hall - R & M Building	0.00	165.00	500.00
2-69-13-543-0	Scout Hall - Utilities	155.11	155.11	0.00
2-69-26-244-0	Security System	0.00	5,070.60	6,760.80
2-69-26-250-2	Emerg Services - R&M Building	813.64	6,645.49	6,800.00
2-69-26-543-0	Emerg Services - Gas	33.47	3,106.42	6,851.00
2-69-26-544-0	Emerg Services - Power	477.46	3,630.96	5,988.00
2-69-32-215-0	Op Services - Telecommunications	305.89	2,143.73	4,500.00
2-69-32-250-1	R & M - Bus Barn	0.00	247.96	3,000.00
2-69-32-250-2	Op Services - R & M	0.00	1,334.91	6,000.00
2-69-32-510-0	Op Services - General Goods & Supplies	0.00	756.77	3,500.00
2-69-32-543-0	Op Services - Gas	92.21	6,868.43	11,090.00
2-69-32-543-1	Bus Barn - Gas	15.90	940.10	1,505.00
2-69-32-544-0	Op Services - Power	807.20	4,628.58	8,621.00
2-69-32-544-1	Bus Barn - Power	129.32	796.65	1,501.00
2-69-72-252-2	Parks - R&M Buildings	101.33	3,215.65	1,850.00
2-69-72-252-5	Concession - R&M Building/Plumbing/Gas	217.59	980.95	2,000.00
2-69-72-543-0	Parks - Gas	45.43	1,710.91	2,832.00
2-69-72-544-0	Parks - Power	230.60	1,852.04	3,215.00
2-69-72-544-5	Concession - Power	129.50	823.28	1,464.00
2-69-72-544-6	Splash Park - Power	87.91	581.51	1,094.00
<b>TOTAL</b>		<b>20,181.84</b>	<b>239,790.83</b>	<b>345,901.67</b>
<b>Golf Course Expense</b>				
2-72-04-110-0	Wages	0.00	56,685.22	97,006.00
2-72-04-110-6	Wages - Pro Shop	26,571.10	131,968.22	194,769.28
2-72-04-110-7	Wages - Kitchen	23,982.87	100,785.50	131,184.80
2-72-04-110-8	Wages - Restaurant	17,122.82	74,069.30	126,186.56
2-72-04-110-9	Wages - Grounds	38,314.50	204,529.65	316,445.08
2-72-04-130-0	Benefits	0.00	11,129.71	9,700.60
2-72-04-130-6	Benefits - Pro Shop	2,997.36	17,229.75	19,476.93
2-72-04-130-7	Benefits - Kitchen	1,477.18	6,448.05	13,118.48
2-72-04-130-8	Benefits - Restaurant	1,235.78	5,293.38	12,618.66
2-72-04-130-9	Benefits - Grounds	4,259.53	27,063.19	31,644.51
2-72-04-210-0	Freight & Postage	719.35	5,734.60	6,000.00
2-72-04-211-0	Travel, Meals & Accommodations	(300.95)	927.31	1,500.00
2-72-04-214-0	Training & Conferences	0.00	740.00	2,000.00

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-04-215-0	Telecommunications / Internet / Cable	616.47	4,141.15	7,000.00
2-72-04-220-0	Advertising / Promotions	0.00	4,858.90	7,000.00
2-72-04-221-0	Tournaments & Events	232.00	4,204.80	5,500.00
2-72-04-222-0	Promotions	0.00	746.37	1,500.00
2-72-04-224-0	Memberships & Subscriptions	583.00	13,089.47	15,000.00
2-72-04-234-0	Prof Services - Computer Support	1,049.07	12,327.99	15,000.00
2-72-04-250-2	R & M - Building	703.84	11,765.58	20,000.00
2-72-04-251-0	Janitorial	2,039.84	8,436.68	13,000.00
2-72-04-251-2	R & M - Equipment (Kitchen)	2,071.37	2,071.37	4,000.00
2-72-04-252-0	Contracted Services	653.68	1,847.32	7,500.00
2-72-04-252-2	R & M - Machinery	1,327.28	5,229.86	10,000.00
2-72-04-253-2	R & M - Irrigation	0.00	9,043.38	10,000.00
2-72-04-254-2	R & M - Golf Carts	868.94	3,685.53	6,000.00
2-72-04-255-2	R & M - Vehicle	0.00	0.00	1,000.00
2-72-04-263-2	Equipment Rental/Lease	0.00	320.43	5,000.00
2-72-04-263-3	Land Lease - Driving Range	0.00	3,600.00	3,600.00
2-72-04-271-0	Licenses	0.00	706.08	1,000.00
2-72-04-274-0	Insurance	0.00	19,811.09	19,650.09
2-72-04-290-0	Waste Control	527.59	2,525.30	7,500.00
2-72-04-290-2	Contracted Services	0.00	8,363.40	12,500.00
2-72-04-290-3	Contracted Services - PGA	0.00	0.00	1,000.00
2-72-04-510-0	General Goods & Supplies	886.59	18,953.72	19,500.00
2-72-04-510-7	General Goods & Supplies - Kitchen	2,001.27	12,161.51	23,800.00
2-72-04-510-8	General Goods & Supplies - Janitorial	0.00	2,613.35	6,000.00
2-72-04-511-0	Liquor Purchases	15,620.84	72,859.56	80,000.00
2-72-04-511-1	Pop & Beverage Purchases	4,771.58	20,555.77	18,000.00
2-72-04-511-2	Food Purchases	27,304.92	116,089.78	140,000.00
2-72-04-511-4	Bar Goods Purchases	3,621.37	14,038.25	12,000.00
2-72-04-512-0	PPE Clothing/Boots/Gloves	72.49	766.79	1,000.00
2-72-04-513-0	Golf Course Short/Over	(106.52)	198.15	0.00
2-72-04-514-0	Pro Shop Merchandise	5,711.40	119,020.43	125,000.00
2-72-04-520-0	Equipment/Vehicles Parts & Supplies	594.74	1,340.77	3,000.00
2-72-04-521-0	Fuel	6,318.71	21,741.98	34,000.00
2-72-04-524-2	Small Tools & Equipment	0.00	362.49	1,000.00
2-72-04-530-2	Construction & Maintenance Materials	0.00	2,862.75	35,500.00
2-72-04-531-0	Chemicals/Fertilizer	0.00	38,230.71	50,000.00
2-72-04-532-0	Plants & Shrubs	0.00	2,312.66	2,500.00
2-72-04-533-0	Tree Replacement	0.00	0.00	1,000.00
2-72-04-534-0	Grounds Material	0.00	3,619.81	9,000.00
2-72-04-543-0	Gas	600.42	8,783.15	18,991.00
2-72-04-544-0	Power	4,112.38	17,928.91	36,583.00
2-72-04-592-0	Junior Golf Program	0.00	1,778.88	2,500.00
2-72-04-620-0	Loss on Disposal	0.00	0.00	0.00
2-72-04-810-0	Charges for Other Financial Services	5,578.05	31,822.73	35,000.00
<b>TOTAL</b>		<b>204,140.86</b>	<b>1,267,420.73</b>	<b>1,788,774.99</b>
<b>Arena Expense</b>				
2-72-06-110-0	Wages	17,834.80	172,308.89	281,278.06
2-72-06-111-0	Wages - Concession	0.00	19,257.64	24,500.00
2-72-06-130-0	Benefits	2,438.42	31,797.26	61,273.39
2-72-06-148-0	Training & Conferences	0.00	958.58	3,000.00
2-72-06-210-0	Freight & Postage	0.00	9.95	200.00
2-72-06-211-0	Travel, Meals & Accommodations	0.00	144.00	1,500.00

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-06-215-0	Telecommunications	222.57	1,709.58	2,600.00
2-72-06-250-1	R&M - Ice Plant	0.00	7,920.85	30,000.00
2-72-06-251-0	R&M - Heating/Air	0.00	0.00	2,550.00
2-72-06-252-0	R&M - Building	3,827.72	45,203.74	59,500.00
2-72-06-253-0	R&M - Equipment	6,365.04	9,608.22	10,000.00
2-72-06-274-0	Insurance	0.00	29,395.62	29,395.62
2-72-06-290-0	Waste Control	200.00	1,810.00	2,400.00
2-72-06-290-1	Contracted Services	5,082.00	5,082.00	5,000.00
2-72-06-291-0	Programs & Events	8,445.58	21,028.61	42,000.00
2-72-06-510-0	General Goods & Supplies	37,088.12	49,228.81	60,000.00
2-72-06-511-0	Arena Concession Short/Over	0.00	0.00	0.00
2-72-06-512-0	PPE Clothing/Boots/Gloves	0.00	0.00	1,000.00
2-72-06-515-0	Arena Concession	0.00	20,000.57	25,000.00
2-72-06-521-0	Fuel	0.00	1,432.95	2,500.00
2-72-06-543-0	Gas	407.37	12,796.18	30,237.00
2-72-06-544-0	Power	2,614.54	36,353.45	79,958.00
2-72-06-620-0	Loss on Disposal	0.00	0.00	0.00
2-72-06-810-0	Charges for Other Financial Services	519.73	3,267.73	4,200.00
2-72-06-920-0	Uncollectible Accounts	0.00	0.00	0.00
<b>TOTAL</b>		<b>85,045.89</b>	<b>469,314.63</b>	<b>758,092.07</b>
<b>Parks Expense</b>				
2-72-08-110-0	Wages	43,968.13	281,402.99	375,994.10
2-72-08-130-0	Benefits	6,918.05	47,856.16	78,958.76
2-72-08-210-0	Freight & Postage	0.00	0.00	200.00
2-72-08-211-0	Travel, Meals & Accommodations	0.00	8.35	2,000.00
2-72-08-214-0	Training & Conferences	625.00	1,335.00	4,000.00
2-72-08-215-0	Telecommunications	191.66	1,437.05	2,500.00
2-72-08-224-0	Memberships	0.00	30.00	500.00
2-72-08-250-2	R&M - Equipment	1,945.40	6,641.86	13,000.00
2-72-08-250-3	R&M - Playground	24.73	71.47	1,000.00
2-72-08-251-2	R&M - Vehicle	112.98	257.58	3,000.00
2-72-08-263-2	Equipment Rental/Lease	0.00	56.65	1,500.00
2-72-08-274-0	Insurance	0.00	10,104.92	10,104.92
2-72-08-290-0	Purchased Services	1,400.00	4,500.00	15,000.00
2-72-08-291-0	Waste Control	0.00	0.00	0.00
2-72-08-510-0	General Goods & Supplies	173.60	12,186.10	20,000.00
2-72-08-520-0	Equipment/Vehicles Parts & Supplies	521.15	2,549.32	2,550.00
2-72-08-521-0	Fuel	2,942.47	12,443.53	20,000.00
2-72-08-524-2	Small Tools & Equipment	0.00	2,851.68	3,750.00
2-72-08-530-2	Construction & Maintenance Materials	0.00	6,737.89	8,570.00
2-72-08-531-0	Chemicals/Spray	785.51	8,077.26	13,260.00
2-72-08-532-0	Plants & Shrubs	0.00	7,843.02	12,500.00
2-72-08-533-0	Tree Replacement	0.00	2,500.00	10,000.00
2-72-08-534-0	Grounds Materials	0.00	1,844.97	5,000.00
2-72-08-593-0	Carstairs Nature Space	0.00	6,806.40	0.00
2-72-08-594-0	Pickleball Courts	0.00	0.00	0.00
2-72-08-620-0	Loss on Disposal	0.00	21,965.69	0.00
2-72-10-510-0	Concession - General Goods & Supplies	0.00	186.18	500.00
2-72-56-250-0	R&M - Cemetery	0.00	610.42	7,500.00
<b>TOTAL</b>		<b>59,608.68</b>	<b>440,304.49</b>	<b>611,387.78</b>
<b>Campground Expense</b>				
2-72-99-110-0	Wages	6,125.97	25,906.24	42,613.57

General Ledger	Description	August 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-99-130-0	Benefits	583.91	2,967.55	8,948.85
2-72-99-215-0	Telecommunications	159.25	1,030.16	1,300.00
2-72-99-220-0	Advertising	399.00	399.00	500.00
2-72-99-252-2	R&M - Buildings/Plumbing/Gas	0.00	1,371.37	2,500.00
2-72-99-290-0	Waste Control	200.00	800.00	1,000.00
2-72-99-510-0	General Goods & Supplies	492.77	2,051.66	2,500.00
2-72-99-510-1	Firewood	0.00	400.00	3,000.00
2-72-99-520-0	Equipment/Vehicle Parts & Supplies	0.00	669.41	300.00
2-72-99-521-0	Fuel	107.10	107.10	200.00
2-72-99-530-2	Construction & Maintenance Materials	0.00	26.16	1,000.00
2-72-99-543-0	Gas	106.79	955.59	1,896.00
2-72-99-544-0	Power	1,508.54	3,955.24	11,190.00
2-72-99-620-0	Loss on Disposal	0.00	0.00	0.00
2-72-99-810-0	Charges for Other Financial Services	0.00	128.55	350.00
<b>TOTAL</b>		<b>9,683.33</b>	<b>40,768.03</b>	<b>77,298.42</b>
<b>Community Hall Expense</b>				
2-74-02-110-0	Wages	783.36	6,658.56	10,183.55
2-74-02-130-0	Benefits	155.14	1,319.76	2,138.55
2-74-02-210-0	Freight & Postage	0.00	58.85	200.00
2-74-02-215-0	Telecommunications	133.64	1,069.12	1,420.00
2-74-02-250-0	Purchased Repairs & Maintenance	0.00	4,270.07	11,000.00
2-74-02-252-0	Janitorial	0.00	3,307.50	7,200.00
2-74-02-274-0	Insurance	0.00	9,398.87	9,398.87
2-74-02-290-0	Waste Control	210.00	1,470.00	1,260.00
2-74-02-510-0	General Goods & Supplies	46.98	596.72	22,500.00
2-74-02-543-0	Gas	148.80	3,333.66	5,449.00
2-74-02-544-0	Power	540.92	3,564.34	6,425.00
2-74-02-620-0	Loss on Disposal	0.00	0.00	0.00
<b>TOTAL</b>		<b>2,018.84</b>	<b>35,047.45</b>	<b>77,174.97</b>
<b>Library Expense</b>				
2-74-04-110-0	Wages	333.88	2,511.73	4,249.44
2-74-04-130-0	Benefits	68.35	517.20	892.38
2-74-04-250-0	Purchased Repairs & Maintenance	0.00	743.00	4,000.00
2-74-04-544-0	Power	358.30	0.00	0.00
2-74-04-620-0	Loss on Disposal	0.00	0.00	0.00
2-74-04-765-0	Bob Clark Library Grant	0.00	129,063.00	258,126.00
2-74-04-765-1	Parkland Regional Library System	0.00	36,037.05	48,049.38
<b>TOTAL</b>		<b>760.53</b>	<b>168,871.98</b>	<b>315,317.20</b>
<b>Museum Expense</b>				
2-74-06-110-0	Wages	0.00	0.00	0.00
2-74-06-130-0	Benefits	0.00	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>		<b>948,655.82</b>	<b>8,459,536.22</b>	<b>14,035,998.91</b>
<b>(SURPLUS) / DEFICIT</b>			<b>(6,663,929.14)</b>	<b>(2,385,224.63)</b>
<b>Revenue Taxes (18)</b>			<b>(8,718,646.39)</b>	<b>(8,749,026.34)</b>
<b>Revenue Other (2)</b>			<b>(6,246,441.97)</b>	<b>(7,672,197.20)</b>
<b>Proceeds from Sales (9)</b>			<b>(158,377.00)</b>	<b>0.00</b>
<b>Expenses (1)</b>			<b>6,937,052.86</b>	<b>10,810,653.87</b>
<b>Requisition Expense (1b)</b>			<b>1,357,409.77</b>	<b>3,225,345.04</b>
<b>Loss on Disposal (13b)</b>			<b>165,073.59</b>	<b>0.00</b>

## TOWN OF CARSTAIRS CAPITAL REPORT

### CAPITAL LISTING

GL Number	Project Number	Description	2025 YTD Actual	2025 Budget
3-72-06-630-1	2025-0001	Olympia Laser Level	23,400.00	24,000.00
3-72-06-630-1	2025-0002	Deep Fryer (includes suppression cost)	3,047.09	4,800.00
3-12-00-620-1	2025-0003	Administration Building Expansion	0.00	60,000.00
3-26-00-630-1	2025-0004	AFFRACs Radios x 1	4,124.00	5,000.00
3-23-00-630-1	2025-0005	Combi Tool Set - Funded 100% by Grant	25,486.50	24,462.00
3-23-00-630-1	2025-0006	Handheld Radio	4,828.30	4,417.65
3-23-00-630-1	2025-0007	6 Sets of Bunker Gear	27,091.02	27,100.00
3-23-00-630-1	2025-0008	SCBA	11,984.00	13,310.00
3-23-00-650-1	2025-0009	Unit 140 - Purchase 50% ownership from MVC	50,000.00	50,000.00
3-72-04-630-1	2025-0010	Mower	14,285.71	15,000.00
3-72-04-630-1	2025-0011	Inside Security Cameras x 8 (includes Halfway House)	8,244.60	16,000.00
3-72-04-620-1	2025-0012	Event Tent Upgrades (Lighting, Heat, Storage)	4,086.62	20,000.00
3-72-04-630-1	2025-0013	Driving Range Picker	7,729.98	7,000.00
3-72-04-630-1	2025-0014	Cage of Picker Equipment	1,944.00	5,000.00
3-72-04-645-1	2025-0015	Fencing Northside of Parking Lot & Gate	8,222.90	10,000.00
3-72-04-630-1	2025-0016	Wiring Fire Panel	8,788.94	9,000.00
3-72-04-630-1	2025-0017	Dump Trailer	24,496.35	25,000.00
3-72-04-620-1	2025-0018	Storage Shed	2,106.30	5,000.00
3-32-00-650-1	2025-0019	Gravel Truck (Replace Unit 9 )	181,158.81	200,000.00
3-41-00-610-1	2025-0020	PLC - Current Pumphouse	1,811.52	60,000.00
3-41-00-610-1	2024-0016	VFD for Pumphouse - Carry forward 2024	0.00	15,000.00
3-32-00-630-1	2025-0022	Snow Blower attachment Skidsteer	6,631.14	6,650.00
3-37-00-610-1	2025-0023	McAlpine & MacEwan Drainage	6,585.60	55,000.00
3-41-00-610-1	2025-0024	Water Reservoir	2,892,034.62	8,300,000.00
3-41-00-610-1	2025-0025	Water Service Line Reservoir	0.00	1,500,000.00
3-32-00-610-1	2025-0026	Scarlett Ranch Pathway Extension	0.00	20,000.00
3-72-08-620-1	2025-0027	Columbarium	56,307.00	95,000.00
3-72-08-645-1	2025-0028	Cemetery Ribbons	0.00	13,000.00
3-72-08-630-1	2025-0029	Security Cameras - Fire Hall to Gazebo/Curling Club	15,901.01	15,900.00
3-72-99-620-1	2025-0030	Campground Furnaces, Hot Water Tanks & Radiant Heating	5,800.00	12,000.00
3-23-00-630-1	2025-0031	Handheld Radio - Funded by AHS Grant	10,000.00	
3-32-00-630-1	2025-0032	Grader (New) Motion Council 209/25	200,000.00	
<b>TOTAL</b>			<b>3,606,096.01</b>	<b>10,617,639.65</b>



## TOWN OF CARSTAIRS CAPITAL REPORT

NON-TAX REVENUE											
GL Number	Description	August 31, 2025 Actual	2025 YTD Actuals	Capital Revenue	Capital Reserves Draws Restricted	Loan Proceeds	Capital Reserves Draws Unrestricted	Off-Site Levies	Capital Reserves Contributions	Operational Stabilization	Water, Sanitary, Equipment Capital Replacement
5-41-00-840-0	Local Government Fiscal Framework	-	770,110.34	711,202.00	58,908.34						
5-41-00-840-1	Canadian Community Building Fund	-	269,110.77	335,343.00	298,191.77						
5-37-00-565-0	Off site levies (Storm)	-	2,803.94	50,857.00				50,857.00			
5-41-00-565-0	Off site levies (Water)	-	4,180.76	30,101.00				30,101.00			
5-42-00-565-0	Off site levies (Sanitary)	-	12,767.49	182,340.00				182,340.00			
5-32-00-565-0	Off site levies (Transportation)	-	2,445.96	121,833.00				121,833.00			
1-23-00-410-0	Fire Call Revenue								42,375.00		
5-23-00-590-0	EMS Bay Rental	2,285.79	18,286.32	27,429.48					27,429.48		
1-72-56-411-0	Cemetery Perpetual Care Fund								7,350.00		
1-72-56-412-0	Columbarium Replacement Fund				34,000.00				7,400.00		
1-72-56-413-0	Columbarium Perpetual Care Fund								5,775.00		
5-23-00-551-0	Investment Income - Fire	-	-	-					-		
5-32-00-551-0	Investment Income - Off-Site Transportation	-	34,550.13	16,754.44					16,754.44		
5-37-00-551-0	Investment Income - Off-Site Storm	-	22,327.46	10,827.29					10,827.29		
5-41-00-551-0	Investment Income - Off-Site Water	-	16,062.70	15,358.73					15,358.73		
5-42-00-551-0	Investment Income - Off-Site Sanitary	-	12,767.49	12,207.94					12,207.94		
5-26-00-551-0	Investment Income - Policing	-	7,725.46	3,746.32					3,746.32		
4-41-00-760-0	Water Capital Replacement										211,700.00
4-42-00-760-0	Sanitary Capital Replacement										134,627.20
4-32-00-760-0	Equipment Capital Replacement										100,000.00
4-00-00-710-0	Operational Stabilization									200,000.00	
4-00-00-710-0	Operational Stabilization - Golf Course Cabling	-	15,370.00				15,370.00				
4-00-00-710-0	Operational Stabilization - Arena & Op Serv Cabling	11,580.00	11,580.00								
4-00-00-711-0	Equipment Capital Reserve - VFD Pump 2						15,000.00				
4-00-00-710-0	Operations Stabilization - Telephone System	-	6,380.34				20,000.00				
4-00-00-710-0	Operations Stabilization - Land Use Bylaw	-	16,189.24				16,189.24				
4-00-00-710-0	Operations Stabilization - Lift Station Transfer Switch						4,290.56				
4-00-00-710-0	Operations Stabilization - EUNA Budget Software	-	39,000.00								
4-00-00-710-0	Grader		100,000.00								
4-00-00-711-0	Grader		100,000.00								
4-41-00-760-0	Water Meters		146,694.00								
4-72-04-711-0	Junior Golf	2,500.00	2,500.00		2,500.00						
4-62-00-710-0	IODE Funding						3,167.00				
4-62-00-710-0	Community Donations						1,587.97				
4-56-00-710-0	Cemetery Perpetual Care Fund (Headstone Maintenance)				5,000.00						
4-41-00-764-0	Off site levies - Water				577,000.00						
4-41-00-490-0	AWWP Grant	-	2,500,000.00	2,646,759.00							
5-41-00-565-0	Water Reservoir - Developer Off site Levies	-	2,650,043.00	2,650,043.00							
4-00-00-339-0	Water Service Line Debenture					1,500,000.00					
4-00-00-338-0	Water Reservoir Debenture					1,022,552.89					
TOTAL		16,365.79	6,760,895.40	6,814,802.20	975,600.11	2,522,552.89	75,604.77	385,131.00	149,224.20	200,000.00	446,327.20
				(8)	(11a)	(10)	(11b)	(7a)	(15)	(12a)	(12b,12c,12d)





August 26, 2025

Town of Carstairs  
PO Box 370  
Carstairs, AB, T0M 0N0

**Attention: Mr. Rick Blair, Chief Administrative Officer**

**Re: Natural Gas Franchise Fee Estimate for 2026 - Carstairs**

As per the Natural Gas Distribution System Franchise Agreement between ATCO Gas and Pipelines Ltd. (ATCO) and the Town of Carstairs, ATCO pays the Town of Carstairs a franchise fee. The franchise fee is calculated as a percentage of ATCO's revenue derived from the delivery tariff and is collected from gas customers within Carstairs.

The franchise agreement requires that we provide ATCO's total revenues derived from the delivery tariff within Carstairs for 2024 and an estimate of total revenues to be derived from the delivery tariff within Carstairs for 2026. The chart below provides this information as well as an estimate of your franchise fee revenue for the 2026 calendar year.

ATCO's Delivery Tariff Revenue in 2024	ATCO's Estimated Delivery Tariff Revenue for 2026	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2026
\$1,221,039	\$1,343,426	25%	\$335,857

Please note that the estimated delivery tariff revenue for 2026 can be impacted by changes in customer operations and weather. Additionally, ATCO has utilized forecast 2026 delivery rates; however, they have not yet been approved by the Alberta Utilities Commission (AUC). ATCO commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to any update of these forecast assumptions.

Under the franchise agreement, the Town of Carstairs has the option of changing the franchise fee percentage for 2026. If you are considering changing the franchise fee in 2026, please contact us as soon as possible to learn about the process. The franchise fee change process is regulated by AUC Rule 029, which mandates specific steps to take, timelines, and a new public notice template to be used for advertising. We will guide you through the process and will file the application with the AUC for approval. A request to change the franchise fee must be made in writing to ATCO before the end of October 2025.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at [Kris.Topp@atco.com](mailto:Kris.Topp@atco.com).

Yours truly,

Kris Topp  
Senior Manager, Calgary Region Field Operations  
ATCO Gas & Pipelines Ltd.



## Notification Updates/Changes and Franchise Calculator Tips

### Notification document updates/changes:

The Alberta Utilities Commission (AUC) has updated notification (advertising) requirements and has provided a Notice of Application document template for use. Please take note of the following important changes.

1. Municipalities can now use one of the following approved delivery methods to notify customers:

- » Newspaper Publication – must be in the newspaper with the widest circulation in your municipality.
- » Direct Mail-out or Email – sent directly to utility customers within your municipality.
- » Online and Public Posting - notification posted on your municipality's website, social media channels, and/or office notice board.
- » Alternative methods – must be approved in advance the AUC.

For reference or more details, please visit:

[https://media.auc.ab.ca/prd-wp-uploads/regulatory\\_documents/Consultations/Rule029.pdf](https://media.auc.ab.ca/prd-wp-uploads/regulatory_documents/Consultations/Rule029.pdf)

2. Municipalities are responsible for completing all the highlighted fields on the Notice of Application document before publishing or delivering the notice.

3. A notice period of 14 days is for customers to submit objections or concerns to either FortisAlberta or the Municipality.

3.1 The objection period deadline as set out in the Notice of Application as shown below (is 14 calendar days from the initial publication/posting/delivery date).

You may send your objections, concerns about, or support for the application in writing to **FortisAlberta or the City/Town of/Village of XXX** on or before **Month Day, Year**, at:

3.2 Municipalities must provide a copy or summary of all written and oral objections/concerns received from interested parties, along with a copy or summary of all responses provided to those parties. These documents are required to be included as part of the formal application submission.

3.3 At the bottom of the form there is an "Issue on" date: This is the date the Notice of Application is published or delivered.

Issued on **Month Day, Year**.

**It is recommended to submit a draft of your notification or advertisement to your Stakeholder Relations Manager for review before publication. Inaccurate or incomplete notifications may cause delays or issues in the approval process.**



## Notification Updates/Changes and Franchise Calculator Tips

### Tips for using the Franchise Calculator:

#### First tab: Financial Impacts

- » Change the franchise fee percentage in the yellow cell to model scenarios. The revenue estimates will update automatically.

#### Franchise Fee Calculator Changes:

Yellow area is to calculate different franchise fee.

2023 Proposed Franchise Percentage **0.00%**

#### Second tab: Residential Bill Impacts

- » Shows how changes affect the average residential bill (this information is required for Notice of Application notification).

Current (Current) Typical Residential Customer Monthly Costs			
Rate 12 Effective Jan 1, 2023 Distribution, Tariff Estimated Data (Based on Current Distribution Cost)			
Delivery Service Charge			
Utilities Delivered	640 kWh	\$41.17	
Basic Daily Charge	\$8.8987	30 days	\$267.96
			\$309.13
Current Franchise Fee	0.00%	\$0.00	
	0.00%	\$0.00	
Current Annual Franchise Fee Credit \$0.00 - \$0.00 = \$0.00			
<b>Current Residential Customer Monthly Costs \$309.13</b>			
Proposed Residential Customer Monthly Costs			
Rate 12 (Proposed) January 2023 Estimated Distribution, Tariff Based on MSR 25, Effective Date			
Delivery Service Charge			
Utilities Delivered	640 kWh	\$41.17	
Basic Daily Charge	\$8.8987	30 days	\$267.96
			\$309.13
Proposed Franchise Fee	0.00%	\$0.00	
	0.00%	\$0.00	
Proposed Annual Franchise Fee Credit \$0.00 - \$0.00 = \$0.00			
<b>Proposed Residential Customer Monthly Costs \$309.13</b>			

#### Third tab: YOY Data

- » Shows historical franchise fee revenue, site counts, and consumption data over past years.



Rates, Options, and Riders Schedules  
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## MUNICIPAL FRANCHISE FEE RIDERS

**Availability:** Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

### **Price Adjustment:**

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	4%	2024/04/01
02-0011	Athabasca	20%	2024/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	18%	2025/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	16%	2024/01/01
02-0387	Banff	8%	2025/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	6%	2025/01/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	15%	2025/01/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	9%	2025/01/01	02-0065	Claresholm	7%	2025/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	18%	2024/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	20%	2025/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	8%	2025/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	17%	2024/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01



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Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	10%	2024/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.63%	2024/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	10%	2024/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	18.50%	2025/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	20%	2024/01/01
02-0091	Drayton Valley	13.40%	2025/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	8%	2025/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.70%	2024/01/01	02-0215	Mayerthorpe	14.75%	2025/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	18%	2024/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	0%	2024/02/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	20%	2025/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10.50%	2024/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	20%	2024/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	18%	2025/04/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	16.80%	2025/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	7%	2024/01/01



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<b>Muni Code</b>	<b>Municipality</b>	<b>Rider</b>	<b>Effective</b>	<b>Muni Code</b>	<b>Municipality</b>	<b>Rider</b>	<b>Effective</b>
03-0272	Rosemary	15.50%	2023/01/01	02-0310	Sylvan Lake	18%	2023/01/01
04-0273	Ross Haven	0%	2016/01/01	02-0311	Taber	18%	2020/07/01
03-0276	Ryley	3%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
04-0279	Seba Beach	4%	2014/01/01	02-0318	Tofield	5%	2015/01/01
02-0280	Sedgewick	12%	2025/01/01	04-0324	Val Quentin	0%	2016/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0331	Viking	8%	2013/01/01
04-0288	South View	3%	2019/01/01	02-0333	Vulcan	20%	2013/10/01
03-0099	Spring Lake, V.	0%	2025/04/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	12%	2024/01/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	4%	2024/04/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	7%	2024/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	3%	2025/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	16.25%	2024/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	18%	2024/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	5.34%	2025/01/01
02-0307	Sundre	12%	2024/01/01	04-0354	Yellowstone	13%	2025/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				



**Alberta-Northwest Territories Command  
The Royal Canadian Legion**

***“Military Service Recognition Book”***

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion**, representing **Veterans** in Alberta and the NWT.

The **Alberta-NWT Command** is very proud to be preparing our 18<sup>th</sup> annual digital **“Military Service Recognition Book”** that helps recognize and honour many of our brave Veterans who served our Country so well during times of great conflict, as well as our modern-day veterans. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our Veterans. Digital copies of past editions are available to view at <https://abnwtlegion.com/community/military-service-recognition-books/> or you may scan the QR code below for easy access.

We would like to have your organization’s support for this special Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow the Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada’s largest “Community Service” organizations and we are an integral part of all the communities we serve. This project ensures the Legion’s continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and/or support.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Velichko".

David Velichko  
President



MSR Guide



## Alberta-Northwest Territory Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

#### Advertising Prices

<u>Ad Size</u>	<u>Cost</u>		<u>GST</u>		<u>Total</u>
Full Colour Outside Back Cover	\$2,776.19	+	\$138.81	=	\$2,915.00
Inside Front/Back Cover (Full Colour)	\$2,414.29	+	\$120.71	=	\$2,535.00
Full Colour 2 Page Spread	\$3,861.90	+	\$193.10	=	\$4,055.00
Full Page (Full Colour)	\$1,928.57	+	\$96.43	=	\$2,025.00
Full Page	\$1,447.62	+	\$72.38	=	\$1,520.00
½ Page (Full Colour)	\$1,085.71	+	\$54.29	=	\$1,140.00
½ Page	\$842.86	+	\$42.14	=	\$885.00
¼ Page (Full Colour)	\$657.14	+	\$32.86	=	\$690.00
¼ Page	\$533.33	+	\$26.67	=	\$560.00
1/10 Page (Full Colour)	\$395.24	+	\$19.76	=	\$415.00
1/10 Page (Business Card)	\$328.57	+	\$16.43	=	\$345.00

**G.S.T. Registration # R12 397 0410**

All typesetting and layout charges are included in the above prices.

A complimentary Certificate of Appreciation will be received by all advertisers purchasing space of 1/10 page and up, as a show of appreciation from the Alberta-NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:  
**Alberta-NWT Command**  
**The Royal Canadian Legion**  
**(AB-NWT RCL)**  
**(Campaign Office)**  
**P O Box 2275, Stn. M**  
**Calgary, AB T2P 2M6**



Visa/Mastercard Accepted

adcopy can be emailed to: [abcl@fenety.com](mailto:abcl@fenety.com)





September 12, 2025

Via email

Town of Carstairs  
Village of Cremona  
Town of Didsbury  
Town of Olds  
Town of Sundre  
Respective Library Boards

**Subject: Bill 50 and ICF impacts**

Dear Urban Partner CAO's and Library Board Members,

At the Mountain View County Council Meeting of September 10, 2025, Council passed the following motion:  
RC25-503: That Council direct Administration to send a letter to Urban Partners, and respective Library Boards, confirming the County's interpretation of Bill 50 that mandates the requirement for municipalities to remove third-party services from Intermunicipal Collaboration Framework Agreements, and indicate this Council's continued support for the funding of our libraries.

This letter is to confirm the County's understanding of Bill 50, which requires the removal of third-party services, such as library services, from Intermunicipal Collaboration Framework Agreements. While this legislative change made by the province alters the structure of how this service is referenced within these agreements, it does not diminish the importance of our partnerships or our long-standing shared commitment to delivering valued services to our Residents.

On behalf of Council, I want to reiterate the County's ongoing support for library services and our intention to continue funding libraries in our region. Our goal remains to ensure that the quality of service to our communities remains high, and that our partnerships continue to thrive. For the remainder of 2025 Mountain View County has not identified any direct impacts from Bill 50 changes as we have already remitted the full funding commitment for the year. Regarding the 2026 and future agreements, the current county council has directed that these decisions will be deferred to the newly elected council, which will determine the course of action following the upcoming general municipal election this fall.

The County looks forward to continuing our strong and collaborative relationships as we collectively navigate the changes brought about by Bill 50.

If you have questions, or wish to discuss further, please contact me via email, [jholmes@mvcounty.com](mailto:jholmes@mvcounty.com) or phone (403)-335-3311 ext. 179.

Sincerely,

Jeff Holmes  
Chief Administrative Officer

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10-1408 - Twp Rd 320 Postal Bag 100 Didsbury, AB, Canada T0M 0W0  
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September 9, 2025

His Worship Mayor Lance Colby  
P.O. Box 754,  
Carstairs, AB T0M 0N0

Dear Mayor Colby:

**Re: Alberta Municipalities 2025 Distinguished Service Award**

Congratulations on behalf of the Alberta Municipalities Board of Directors! I am pleased to advise that you have been chosen to receive the prestigious Alberta Municipalities Distinguished Service Award

The Alberta Municipalities Distinguished Service Award recognizes municipal Elected Officials who served 20 or more years in an Alberta Municipality.

We invite you to join us for the President's Dinner at the Fairmont Palliser, Calgary on 11 November 2025 starting at 6:00 p.m. as we bring together past leaders of our association and celebrate this year's Alberta Municipalities Award Winners.

Please RSVP to Anita Sookar at [Anita@abmunis.ca](mailto:Anita@abmunis.ca) or 780-989-7406. We ask that you RSVP and confirm any dietary restrictions by 30 September 2025. If you have any other questions or require additional assistance, Anita would be happy to help you. We look forward to seeing you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tyler Gandam', is written over a faint, larger signature.

His Worship Mayor Tyler Gandam  
Alberta Municipalities President

Cc: Richard Blair, CAO, Town of Carstairs

300, 8616 - 51 Avenue NW ■ Edmonton, AB, T6E 6E6 ■ [abmunis.ca](http://abmunis.ca) ■ [hello@abmunis.ca](mailto:hello@abmunis.ca)  
T 780.433.4431 ■ F 780.433.4454 ■ AB Toll Free 310.MUNI



September 9, 2025

Rick Blair  
Chief Administrative Officer  
P.O. Box 754,  
Carstairs, AB T0M 0N0

Dear Mr. Blair:

**Re: Alberta Municipalities 2025 Distinguished Service Award**

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Sincerely,

A handwritten signature in blue ink, appearing to read 'T. Gandam', is written over a light blue horizontal line.

His Worship Mayor Tyler Gandam  
Alberta Municipalities President

Cc: His Worship Mayor Lance Colby, Town of Carstairs

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PO Box 370  
844 Centre Street  
Carstairs, AB T0M0N0  
[www.carstairs.ca](http://www.carstairs.ca)

September 11, 2025

Town of Carstairs  
844 Centre Street  
Carstairs, Alberta T0M0N0

To whom it may concern,

On behalf of the Town of Carstairs, I am writing to express our strong support for the Hugh Sutherland School Playground Rebuild project. This initiative seeks to transform the existing playground into a fully inclusive community space that welcomes children and families of all abilities.

The Town of Carstairs recognizes the importance of inclusive play areas in fostering healthy childhood development, encouraging social connections, and creating opportunities for children to learn, grow, and thrive together. By prioritizing accessibility, this project ensures that all members of our community, including those with disabilities, can participate in recreation, build friendships, and feel a true sense of belonging.

Hugh Sutherland School has long been a cornerstone of our community, and its vision to rebuild the playground as an inclusive space aligns with our shared commitment to equity, accessibility, and community wellness. This playground will not only benefit students but will also serve as a gathering place for families across Carstairs and surrounding areas, enhancing quality of life and strengthening our community bonds.

The Town of Carstairs fully supports this project and applauds the dedication of the Hugh Sutherland School Enhancement Foundation in making this vision a reality. We look forward to seeing the positive impact that this inclusive playground will have for generations to come.

Lance Colby  
Mayor  
Town of Carstairs