










**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, APRIL 14, 2025, 7:00 P.M.**

Page

1. **CALL TO ORDER**
2. **ADDED ITEMS**
3. **ADOPTION OF AGENDA**
 - a) Adoption of agenda of April 14, 2025
Motion: To adopt the agenda of April 14, 2025
- 3 - 6 4. **ADOPTION OF MINUTES**
 - a) Adoption of minutes of March 24, 2025 (addendum 4.a)
Motion: To adopt the minutes of March 24, 2025

5. **BUSINESS ARISING FROM PREVIOUS MEETING**
6. **DELEGATIONS**
 - a) Fireman's Park-Don McCarthy & Garry Klassen
7. **BYLAWS AND POLICIES**
 - 7 - 8 a) Bylaw 2061 Mill Rate Bylaw 2025 (addendum 7.a)

 - 9 - 18 b) Bylaw No. 1055 Procedural Bylaw-Amended (addendum 7.b)

- 19 8. **NEW BUSINESS**
 - a) 2025 RCMP Policing Priorities (addendum 8.a)

 - b) Appointment of Assessor-Travis Horne of Municipal Assessment Services Group Inc.
 - 20 - 38 c) March 2025 Financials (addendum 8.c)






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

39 - 42

- a) Letter of Request-Royal Canadian Legion (addendum 11.a)



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- b) Letter of Request-Mountain View Christian Homeschooling Association (MVCHA) (addendum 11.b)



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- c) Letter of Request-2025 Grad (addendum 11.c)



12. CAO'S REPORT

13. COUNCILOR COMMENTS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

- a) Section 197 of the MGA states that Council and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Privacy (FOIP) (s. 16 to 29). Section 17-Third party personal privacy.

17. ADJOURNMENT

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, MARCH 24, 2025, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

- ATTENDEES:** Deputy Mayor Allan, Councilors Ball, Fricke, Ratz, Roberts & Wilcox; Director of Legislative & Corporate Services Shannon Allison; Director of Planning & Development Kirk Williscroft; CAO Rick Blair; & Executive Assistant Kayleigh Van Es
- ABSENT:** Mayor Colby
- CALL TO ORDER:** Deputy Mayor Allan called the meeting of Monday, March 24, 2025, to order at 7:00 p.m.
- ADDED ITEMS:** Nil
- ADOPTION OF AGENDA:**
Motion 084/25 Motion by Councilor Ball to adopt the Regular Council agenda of March 24, 2025, as presented. **CARRIED**
- ADOPTION OF PREVIOUS MINUTES:**
Motion 085/25 Motion by Councilor Fricke to adopt the Regular Council Meeting minutes of March 10, 2025, as presented. **CARRIED**
- BUSINESS ARISING FROM PREVIOUS MEETING:** Nil
- DELEGATIONS:** Nil
- BYLAWS & POLICIES:**
- 1. Bylaw No. 2056 Rates & Fees Bylaw-Amended**
The amended Bylaw was reviewed at the last Policies & Priorities Committee meeting, incorporating fees to align with Bylaw No. 977 Illegal Discharge of Sump Pumps.
- Motion 086/25 Motion by Councilor Wilcox to give first reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. **CARRIED**
- Motion 087/25 Motion by Councilor Fricke to give second reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. **CARRIED**
- Motion 088/25 Motion by Councilor Roberts to move to third and final reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. **UNANIMOUSLY CARRIED**
- Motion 089/25 Motion by Councilor Ratz to give third and final reading of Bylaw No. 2056 Rates & Fees Bylaw, as amended. **CARRIED**
- 2. Bylaw No. 2060 Land Use Bylaw**
K. Williscroft presented the revisions made in response to the community engagement survey. Updates included redefining development staff and development authority, clarifying the distinctions between light and heavy manufacturing, and defining the term nuisance. Additionally, the amendments addressed landscaping concerns and improved regulations for sightlines at intersections.
- Motion 090/25 Motion by Councilor Ball to give first reading of Bylaw No. 2060 Land Use Bylaw, as presented. **CARRIED**
- 3. Bylaw No. 2062 Encroachment Bylaw**
The Bylaw was reviewed at the last Policies & Priorities Committee meeting, where it was recommended for submission to Council for ratification.
- Motion 091/25 Motion by Councilor Wilcox to give first reading of Bylaw No. 2062 Encroachment Bylaw, as presented. **CARRIED**
- Motion 092/25 Motion by Councilor Fricke to give second reading of Bylaw No. 2062 Encroachment Bylaw, as presented. **CARRIED**

Regular Council Meeting – March 24, 2025

Motion 093/25 Motion by Councilor Roberts to move to third and final reading of Bylaw No. 2062 Encroachment Bylaw, as presented.
UNANIMOUSLY CARRIED

Motion 094/25 Motion by Councilor Ratz to give third and final reading of Bylaw No. 2062 Encroachment Bylaw, as presented.

CARRIED

4. Policy No. 12-040-25 Tangible Capital Asset Policy

The Policy was reviewed at the last Policies & Priorities Committee meeting, where it was recommended for submission to Council for adoption.

Motion 095/25 Motion by Councilor Ratz to adopt Policy No. 12-040-25 Tangible Capital Asset Policy as presented.

CARRIED

NEW BUSINESS:

1. 2025 Operating Budget

S. Allison presented the budget document, which was developed based on discussions from the last Policies & Priorities Committee meeting. The budget reflects a decrease in operating expenses, an increase in operating revenues, and a significant rise in assessments. The Mill Rate will be set at the next Council meeting.

Councilor Fricke inquired about how the proposed Mill Rate compares to last year's. S. Allison responded that the proposed Mill Rate will be lower than the previous year's.

Motion 096/25 Motion by Councilor Wilcox to adopt the 2025 Operating Budget as presented.

CARRIED

COMMITTEE REPORTS:

1. Policies & Priorities Committee

Minutes of the March 20, 2025 meeting were reviewed.

Motion 097/25 Motion by Councilor Wilcox to accept Policies & Priorities Committee meeting minutes as information.

CARRIED

2. Mountain View Regional Waste Commission

-Next meeting April 28, 2025.

3. Mountain View Regional Water Commission

-Councilor Roberts gave verbal report on the meeting of March 12, 2025. AGM April 9, 2025.

4. Mountain View Seniors' Housing

-Next meeting March 27, 2025.

Motion 098/25 Motion by Councilor Ball to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:

Councilor Allan

- March 20, 2025, attended the Policies & Priorities Committee meeting.

Councilor Ball

- Nothing to report at this time.

Councilor Fricke

- March 12, 2025, attended MNP's webinar on *Preparing for Tariff Impacts That Go beyond the Bottom Line*. MNP offers a tariff impact analysis tool that allows users to input values and assess how tariffs affect pricing.

- March 16, 2025, attended *SuziQ's Pet Spaw* Grand Opening.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

Councilor Ratz

- March 17, 2025, returned from holidays.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

- March 24, 2025, attended the Heritage Festival meeting. Hoping to come to Council or delegation at the end of April.

Councilor Roberts

- March 12, 2025, attended Mountain View Regional Water Commission meeting.

- March 20, 2025, attended the Policies & Priorities Committee meeting.

Councilor Wilcox

- March 16, 2025, attended *SuziQ's Pet Spaw* Grand Opening.

- March 17, 2025, attended the Carstairs Library Board meeting, where the discussion focused on the community needs assessment. Once again, space limitations were identified as a key issue.

- March 19, 2025, met with HSS students and L. King from FCSS to discuss plans for Indigenous Day, scheduled for September 22, 2025.
- March 20, 2025, attended the Policies & Priorities Committee meeting.

Mayor Colby

- Absent

Motion 099/25

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

CARRIED

CORRESPONDENCE:

Nil

CAO’S REPORT:

-March 20, 2025, met with D. Nielsen from HSS. The discussion covered several topics, including the potential establishment of a new agricultural academy, the construction of a new school, and Carstairs' position on the priority list. Additionally, safety concerns regarding access onto Highway 581 were addressed. The Town of Carstairs has met with ATEC regarding the access, and according to ATEC standards, the current access does not comply.

-March 20, 2025, attended the Policies & Priorities Committee meeting.

-March 24, 2025, met with Beef & Barley Days volunteers to address the administrative challenges they're facing, as well as the shortage of volunteers. Since Beef & Barley Days is a core event for the Town of Carstairs, we are committed to working with them and assisting with some of the administrative duties involved in planning the event. Volunteers also discussed new ideas for this year's Beef & Barley Days, including the addition of a 3-day Rodeo.

-Received a letter of complaint regarding encroachment on an ATCO high-pressure gas line, where the resident wishes to leave the fence in place rather than move it. This is a very high-risk situation and needs to be addressed carefully, with the fence needing to be relocated to ensure safety.

Councilor Wilcox inquired about the liability regarding the schools' access onto Highway 581, asking where the responsibility would fall in the event of an accident. CAO Blair responded that once the issue is identified, the school would need to take responsibility. However, after numerous meetings, the school has claimed it does not accept the access as a safety issue, often using the excuse of the cost of moving the existing access to the opposite side of the building. This relocation would become more feasible with the construction of roads from Mandalay Blvd., which will provide access to Highway 581. Councilor Wilcox also asked about the timeline if ATEC decided to shut down the access points. CAO Blair expressed hope to work with both parties to find a fair solution.

Councilor Fricke asked about the volunteer aspect of Beef & Barley Days and what tasks the volunteers are struggling to fill. CAO Blair responded that the volunteers are mainly struggling with the pre-planning phase, although they have plenty of hands-on volunteers for the event days. These challenges are typical for volunteer-driven events, but it would be beneficial if the Carstairs Chamber got involved in the planning. Efforts are currently underway to explore different options to help volunteers focus on the big picture, ensuring the event's continuation for years to come. Councilor Fricke acknowledged that the lack of volunteerism is a concern across the province and Council discussed potential ways to improve volunteer involvement.

Motion 100/25

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

CARRIED

COUNCILOR COMMENTS:

1. Councilor Roberts

Received feedback from residents regarding the conditions of seniors housing and the available options.

2. Councilor Ball

Also received feedback from residents regarding the conditions of seniors housing and options.

3. Councilor Wilcox

Regarding the encroachment email from a resident asking if the reasoning behind moving off the easement was well explained, CAO Blair stated that multiple explanations have been provided emphasizing the importance of understanding the consequences,

clarifying that this is primarily a safety issue and not about singling anyone out.

4. Councilors Allan & Fricke

Invited all Council members to attend the *Jail and Bail* event on April 5, 2025, which will raise money and food donations for the Mountain View Food Bank. The Councilors will be "arrested" until the donation goal is met.

Motion 101/25

Motion by Councilor Wilcox to accept Councilor Comments as information.

CARRIED

PUBLIC QUESTION PERIOD:

1. Eric Vester

Had a comment regarding the Illegal Discharge of Sump Pumps, asking if educational information has been provided to residents. CAO Blair responded that educational materials have been sent out in the past through mail, media, and newspapers, and the information is currently available on the website. Plans are also in place for another media update in the coming months. E. Vester commented on the lack of volunteers, expressing that it's unfortunate not all organizations can work together, and some groups even face internal struggles. It was suggested that having an inter-agency liaison could be beneficial to improve collaboration among all parties.

2. Daniel Jacobs

Commented that there is a Volunteer Retention Research Report conducted by the University of Lethbridge that could provide valuable insight into the matter of volunteer involvement and retention.

Motion 102/25

Motion by Councilor Ratz to accept the Public Question Period as information.

CARRIED

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING:

Section 107 of the MGA states that Councils and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) (s. 16 to 20).

Motion 103/25

Motion by Councilor Fricke that Council close the meeting to the public to discuss Third-Party Business Interests as per Section 16 of FOIP at 7:44 p.m.

CARRIED

Motion 104/25

Motion by Councilor Roberts to come out of the closed meeting session at 7:57 p.m.

CARRIED

Motion 105/25

Motion by Councilor Roberts to direct administration to allow Aspenleaf Energy Limited to access and utilize treated effluent from the Town of Carstairs wastewater system.

CARRIED

NEXT MEETING:

Monday, April 14, 2025, at 7:00 p.m.

ADJOURNMENT:

Motion 106/25

Motion by Councilor Ball to adjourn the meeting of March 24, 2025, at 7:58 p.m.

CARRIED

Dean Allan, Deputy Mayor

Rick Blair, CAO

Bylaw No. 2061

BEING a bylaw of the Town of Carstairs in the province of Alberta authorizes the rates of taxation to be levied against assessable property within the Town of Carstairs for the 2025 taxation year.

WHEREAS, the Town of Carstairs has prepared and adopted detailed estimates of the municipal revenue, expenses and expenditures as required, at the regular council meetings held January 27 and March 27, 2025, and

WHEREAS, the estimated municipal revenue from all sources other than property taxation is \$18,060,757.17

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Town of Carstairs for 2025 are \$14,098,265.81

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$686,021.48

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$10,844,813.82

WHEREAS, the estimated amount required for transfer to capital reserves to be raised by municipal taxation is \$1,180,682.40

THEREFORE, the total amount to be raised by general municipal taxation is \$8,749,026.34

WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential	2,235,332.65
Non-residential	284,692.72
Total	2,520,025.37
Mountain View Seniors Housing Authority	347,786.00
Designated Industrial Properties	907.23

WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta 2000

WHEREAS, the assessed value of all property in the Town of Carstairs as shown on the assessment roll is:

	<u>Assessment</u>
Residential	920,821.750
Non-residential	77,274,260
Special Residential	3,407,000
Machinery & Equipment	113,690
Continuing Care (Lodges)	5,909,000
Exempt Property	54,298,250
Total Assessment	\$1,061,823,950

NOW THEREFORE, under the authority of the *Municipal Government Act*, the Council of the Town of Carstairs, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Carstairs:

	Tax Levy Required	Assessment	Mill Rate	Tax Rate
General Municipal				
Residential	4,880,335.28	920,821,750.00	5.30000	0.005300
Non-Residential	642,380.92	77,274,260.00	8.31300	0.008313
Machinery & Equipment	945.10	113,690.00.00	8.31300	0.008313
Special Vacant Res	0.00	3,407,000.00	0.00000	0.000000
Policing	304,805.60	1,001,616,700.00	0.30431	0.000304
Mountain View Regional Waste Commission	51,820.84	1,001,616,700.00	0.05174	0.000052
Alberta School Foundation Fund				
Residential	2,235,332.65	924,228,750.00	2.41859	0.002419
Non-Residential	284,692.72	77,274,260.00	3.68419	0.003684
Mountain View Seniors Housing Authority				
	347,786.00	1,001,616,700.00	0.34722	0.000347
Designated Industrial				
	907.23	12,941,950.00	0.07010	0.000070

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

READ A FIRST TIME THIS 14TH DAY OF APRIL A.D., 2025.

READ A SECOND TIME THIS 14TH DAY OF APRIL A.D., 2025.

UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 14TH DAY OF APRIL A.D., 2025.

READ A THIRD AND FINAL TIME THIS 14TH DAY OF APRIL A.D., 2025.

Lance Colby, Mayor

Rick Blair, CAO

Bylaw No. 1055-Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, to establish and regulate the proceedings and procedure of the Council of the Town of Carstairs and to define certain duties of the Council and certain officers of the Town.

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, to repeal Bylaw Number 1016.

WHEREAS, Council of the Town of Carstairs deems it necessary to establish rules, guidelines and procedures to regulate the conduct of business in Council meetings, to control and maintain order in Council meetings and to provide for the dealing with delegations, petitions and submissions to Council.

AND WHEREAS, pursuant to Sections 145, 182, 183, 184, 185, 186, 187, 192, 197, 198, and 199 of the Municipal Government Act, being chapter M26.1 of the Revised Statutes of Alberta, and amendments:

NOW THEREFORE, Council of the Town of Carstairs duly assembled and pursuant to the Municipal Government Act, Chapter M-26-1 of the Revised Statutes of Alberta repeals Bylaw 966 and any supplemental amendments to Bylaw 966:

1. This Bylaw may be referred to as **“The Procedure Bylaw”**.

~~2. DEFINITIONS~~ In this Bylaw

- a. ~~“Act” means the Municipal Government Act.~~ **“Act” means the Municipal Government Act, RSA 2000 Ch M-26, as amended;**
- b. ~~“Agenda” is~~ **means** the list of items and order of business of any meeting of Council.
- c. ~~“Bylaw” is~~ **means** a Bylaw of the Town of Carstairs.
- d. ~~“COUNCIL” is the Mayor and Councillors of the Town of Carstairs, duly elected and has not resigned and who continue to be eligible to hold office as such under the terms of the Act.~~ **“Council” means the duly elected municipal Council of the Town of Carstairs;**
- e. ~~“Councilor” is~~ **means** a member of Council.
- f. ~~“Delegate” is~~ **means** a person wishing to address Council on a matter.
- g. ~~“Delegation” is~~ **means** a group of persons wishing to address Council on a matter.
- h. ~~“Deputy Mayor” is~~ **means** the member who is appointed by the Council pursuant to Section 152 of the Act, to act as Mayor in the absence or incapacity of the Mayor.
- i. ~~“Mayor” is~~ **means** the member of Council duly elected to his office pursuant to Section 150 of the Act.
- j. ~~“New Business” is~~ **means** business dealing with a matter which has not been introduced at the same time or previous meeting and of which no notice has been given of the intention to present it.
- k. ~~“Officer” means~~ the Chief Administrative Officer, a designated officer as set out in Section 210 of the Act, or any other employee of the Town of Carstairs.
- l. ~~“Public Hearing” is~~ **means** a meeting of Council which is convened to hear matters pursuant to: Part 17 of the Act. Any other matter which the Council directs may be considered at a Public Hearing.
- m. ~~“Quorum” is~~ **means** the required number of members eligible to vote pursuant to Section 167 of the Act.
- n. ~~“Special Meeting” is~~ **means** a meeting convened by the Mayor pursuant to Section 194 of the Act.
- o. ~~“Business Arising from Previous Meeting” is~~ **means** business which has been raised at the same or previous meeting and which has not been completed.

3. APPLICATION

- a. This Bylaw applies to:
 - i. All meetings of Council, and
 - ii. ~~Subject to the provisions of Section 145 of the Act, Boards and Authorities established by council, unless permission has been granted to them to establish their own procedures.~~ **Boards and Authorities established by Council, unless granted permission to establish their own procedures, subject to Section 145 of the Act.**

4. ORGANIZATIONAL MEETING

- a. The following procedures are governed by Section 192 of the Act and are provided for information only.
- b. An Organizational Meeting of Council shall be held annually, not later than two weeks after the third Monday in October.
- c. The CAO shall fix the time and place for the Organizational Meeting, the business of the meeting being limited to:
 - i. The administration of the oath and the introduction of new members should the meeting follow the general municipal election,
 - ii. The appointment of Deputy Mayor,
 - iii. The appointment of members to act on committees, commissions, boards and other bodies on which Council is entitled to representation, and;
 - iv. Any other business as is required by the Act.
- d. When the Council has been elected at an election immediately preceding the meeting, the CAO shall:
 - i. Take the chair, call the meeting to order, preside over the meeting until the oath as prescribed by the Oaths of Office Act, has been administered to the Mayor.
- e. When the meeting is not preceded by an election, the Mayor shall take the chair and call the meeting to order.

5. MEETINGS

- a. Regular Council Meetings shall be held as follows, unless otherwise directed by Council:
 - i. On the second and fourth Monday of every month.
- b. The following procedure is governed by Section 194 of the Act and is provided for information only.
 - i. The Mayor may call a Special Meeting whenever the official considers it appropriate to do so.
- c. The Mayor must call a Special Council Meeting if the official receives a written request for the meeting, stating the purpose, from a majority of the Councilors.
 - i. A Special Council Meeting called under subsection 5.c must be held within 14 days of the date the Mayor receives the request or any shorter period provided for by Bylaw.
 - ii. The Mayor calls a Special Council Meeting by giving at least 24 hours notice in writing to each Councilor and the public stating the purpose of the meeting and the date, time and place at which it is to be held.
 - iii. A Special Council Meeting may be held with less than 24 hours notice to all Councilors and without notice to the public if at least 2/3 of the whole Council agrees to this in writing before the beginning of the meeting.
 - iv. No matter other than that stated in the notice calling the Special Council Meeting may be transacted at the meeting unless the whole Council is present at the meeting and the Council agrees to deal with the matter in question.

- d. The following procedure is governed by Section 195 of the Act and is provided for information only.
 - i. The municipality must give at least 24 hours notice of a Council Committee Meeting to the members of the Council Committee and to the public.
- e. The following procedure is governed by Sections 197 and 198 of the Act and is provided for information only.
 - i. Councils and Council Committees must conduct their meetings in public unless subsection 5.f or 5.g applies.
 - ii. Before closing all or any part of a meeting to the public, a council or council committee must by resolution approve
 - The part of the meeting that is to be closed, and
 - The basis on which, under an exception to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act* or under the regulations under subsection (7), the part of the meeting is to be closed.
 - iii. Where a council or council committee closes all or part of a meeting to the public, the council or council committee may allow one or more other persons to attend, as it considers appropriate and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.
- f. Council and Council Committees may conduct all or part of their meetings closed to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act.
- g. When a meeting is closed to the Public, no resolutions or Bylaw may be passed at the meeting, except a resolution to revert to a meeting held in public.
- h. Everyone has a right to be present at Council Meetings and Council Committee Meetings conducted in public unless the person chairing the meeting expels a person for improper conduct.

6. VOTING

- a. The following procedures are governed by Sections 182 to 186 of the Act and are provided for information only.
 - i. A Councilor has one vote each time a vote is held at a Council Meeting at which the Councilor is present.
 - ii. Councilor attending a Council Meeting must vote on a matter put to a vote at the meeting unless the Councilor is required or permitted to abstain from voting under this or any other enactment.
 - iii. The Council must ensure that each abstention and the reasons for the abstention are recorded in the minutes of the meeting.
 - iv. When a public hearing on a proposed Bylaw or resolution is held, a Councilor;
 - Must abstain from voting on the Bylaw or resolution if the Councilor was absent from all of the public hearing,
 - And may abstain from voting on the Bylaw or resolution if the Councilor was only absent from a part of the public hearing.
 - v. Before a vote is taken by Council, a Councilor may request that the vote be recorded. When a vote is recorded, the minutes must show the names of the Councilors present and whether each Councilor voted for or against the resolution or Bylaw, or abstained.
 - vi. If there are an equal number of votes for and against a resolution or Bylaw, the resolution or Bylaw is defeated.

7. ELECTRONIC PARTICIPATION IN MEETINGS

- a. Members are expected to participate in meetings in-person unless there is a clear need for electronic participation. Members may participate in a meeting electronically in accordance with this bylaw.
- b. Any member, may participate electronically in a meeting so long as the member participates in a location that is free of distractions, secure, and appropriate for participation in the meeting.
- c. To participate in a meeting electronically, a member must notify the Chair and Chief Administrative Officer as soon as they are aware of their need to participate electronically.
- d. The Chair has the authority to end a member's use of electronic participation in an in-person meeting if, in their opinion, the use of electronic participation is disruptive to the meeting or the location of the member is not secure or appropriate.

8. HOLDING MEETINGS AND HEARINGS ELECTRONICALLY

- a. Council or committee meetings and hearings may be held electronically so long as they are held in accordance with section 199 Municipal Government Act and comply with the notification and participation requirements of the Municipal Government Act and Town of Carstairs bylaws, policies, and procedures.
- b. Council or a committee may direct that their meetings and hearings be held electronically if, in its determination, electronic meetings are desired for reasons of ease and efficiency, or if they are required during emergency, public health, or disaster events.
- c. If directed by Council or a committee, electronic meetings may be held through a video or telephone conference platform. The Chief Administrative Officer will determine and provide for the specific platform, such as Microsoft Teams, through which electronic meetings will be held based on accessibility and technical limitations.
- d. Notice of an electronic meeting or hearing must provide the methods through which the public may access and make submissions during the meeting or hearing. The Chief Administrative Officer will determine and provide for the specific methods based on accessibility and technical limitations.
 - i. The Chief Administrative Officer must, at a minimum, provide for email submissions in lieu of in-person presentations from the public when meetings and hearings are held electronically.
 - ii. The Chief Administrative Officer must also continue to permit the submission of prerecorded audio/visual presentations for public hearing items and may provide for other methods not found in this bylaw, such as virtual presentations through the electronic meeting platform.
- e. When a meeting or hearing is held electronically:
 - i. all participants must identify themselves by name through their usernames on the electronic meeting platform. Participants may further identify themselves by position or organization if they desire; and
 - ii. all documents that would otherwise be available to the public during an in-person meeting or hearing will be made available through Town of Carstairs public website.

9. GENERAL RULES OF COUNCIL

- a. Regular meetings of Council shall commence at 7:00 p.m.
- b. If there is no quorum present within half an hour after the time appointed for the meeting of Council, the C.A.O. shall take down the names of the members present, and the Council shall stand absolutely adjourned until the next meeting, unless a Special Meeting is duly called in the meantime.
- c. As soon after the hour of meeting there shall be a quorum present, the Mayor shall take the chair and call members to order.
- d. In the case the Mayor is absent the Deputy Mayor shall take the chair.
- e. In the event that both the Mayor and Deputy Mayor are absent, the balance of the council quorum shall appoint a member from amongst themselves to chair the meeting.

10. MEMBER OF COUNCIL NOT TO INTERFERE

- a. Unless Council has given authority on their behalf, no individual member of Council shall have the authority to direct or interfere with the performance of any work for the Town, and the officer in charge of said work shall be subject only to his/her supervisor or the CAO.

11. PROCEEDINGS OF COUNCIL MEETINGS

- a. Unless otherwise specified in this Bylaw the order of business for a regular meeting of Council shall be contained in the Agenda for the meeting, which shall be prepared by the CAO. Copies of all reports or communications to be dealt with shall be placed at the disposal of Council at least three days prior to a Regular Council Meeting.
- b. The order of business in the Agenda for the Regular Meetings of Council should follow the following format:
 - i. Call to Order
 - ii. Added Items
 - iii. Adoption of Agenda
 - iv. Adoption of Minutes
 - v. Business Arising From Previous Meeting
 - vi. Delegations
 - vii. Bylaws and Policies
 - viii. New Business
 - ix. Committee Reports
 - x. Councilor Reports
 - xi. Correspondence
 - xii. CAO Report
 - xiii. Councilor Concerns
 - xiv. Public Question Period
 - xv. Media Question Period
 - xvi. Closed Meeting
 - xvii. Adjournment

12. LETTER AND PETITIONS

- a. Notwithstanding the provisions of the Act respecting petitions, where a person or group of persons wishes to bring any matter to the attention of Council or to have any matter considered by Council, a letter, petition or other communication shall be addressed to the CAO which letter, petition or other communication shall:
 - i. Be printed, typewritten or legibly written,
 - ii. Clearly set out the matter at issue and the request made of Council in respect thereof, including a request to speak to Council if this is what is wished.
- b. In the case of a letter or communication:
 - i. Be signed with the correct name of the writer, and contain the correct mailing address of the writer
- c. In the case of a petition:
 - i. Signed by the required number of petitioners
 - ii. Set out the civic address of each petitioner, and
 - iii. Indicate the name of the spokesman
 - iv. Be delivered or mailed to the office of the CAO so it arrives no later than 12 noon on the Thursday before the meeting at which it is to be presented.
- d. When considering a petition and if the petition concerns the matter which the Council deems is urgent, or personal grievance of the petitioners, the Council may, if it deems the urgency of the matter so requires, take immediate action thereto.
- e. Where a matter has been considered by Council and dealt with in any final form, subject to the provisions of Section 10.c, no letter, petition or other communication on substantively the same matter shall be considered by Council until there has been a lapse of at least six (6) months from the date Council previously disposed of the matter.

- f. Notwithstanding Section 10.e, Council by 2/3's vote may again consider a matter at a time earlier than six (6) months.

13. DELEGATIONS

- a. When a person or a delegation or group wishes to address the Council on a matter which is not on the Agenda, the Council may appoint a Special Committee to deal with it, or deal with the matter itself at the meeting.
- b. Council shall hear all delegations that have brought their items of business onto the Agenda in accordance with Section 10 in the order in which they are placed on the agenda or the order may be changed by a majority vote of members present. All rules of Council in this Bylaw shall apply to each and every member of the delegation.
- c. The process for Documents being submitted pertaining to Bylaws and Policies which would normally be presented under section 9.2.6 Delegation. If there is no Delegation presenting, the Documents supporting the Bylaw or Policy would then fall under section 9.2.7 Bylaws and Policies.

14. PROCEEDINGS OF PUBLIC HEARINGS

- a. Mayor opens the hearing and states the purpose of the Public Hearing.
- b. Mayor declares the Public Hearing portion of the meeting open. He states that the Council has 25 days from the conclusion of the Public Hearing in which to render a decision.
- c. Mayor asks if there is any objection to anyone of the Councilors sitting on the Council, (if there is an objection, the Mayor will ask the reason for the objection and make a ruling on the validity of the reason. If the reason is deemed valid, that person must step off Council for the Public Hearing portion and decision making process).
- d. The Secretary then states the nature of the hearing and reads the following information into the record:
 - i. That the notice of the Public Hearing was advertised in a local newspaper (state names) and (state date of issue).
- e. The order of presentation will be as follows:
 - i. The applicants (if applicable);
 - ii. Anyone deemed to be affected by the proposed decision who wishes to be heard.
 - iii. A representative of any Government Agency
- f. All questions/cross examinations/rebuttals shall be directed through the Chair.
- g. The Council may ask questions of any Government Agency after presentation.
- h. Council members should refrain from making any comments to the public that would indicate any bias either for or against.
- i. If, for any reason, the Council feels that more information is required, the Council may recess the Public Hearing for a specified period of time. A complete re-advertising must be done. If not, the Public Hearing portion of the meeting is adjourned by the Mayor.
- j. The Council then has the option of making a decision on the matter at their next Council Meeting or postponing a decision.
- k. In making its decision, the Council should conform to the applicable Municipal Bylaws and Provincial Statutes.
- l. The Council shall give written reasons for its decision. The decision is then mailed to all parties directly affected and those who made a written presentation at the Public Hearing.

15. MOTIONS AND PUTTING QUESTIONS OR RESOLUTIONS IN COUNCIL

- a. A motion before Council does not need to be seconded.
- b. No motion introducing any new matter, other than a matter concerning an item of the Agenda, a question of privilege or bringing up petitions, reports, delegations,

representations, shall be accepted and discussed unless notice of same has been given at previous meeting of the Council held at least five (5) days before the moving of such motion; or unless such notice shall be dispensed with by 2/3's vote of Council, taken without debate.

- c. After a motion is read or stated by the Mayor or other presiding officer, it shall be deemed to be in the possession of Council, but may be withdrawn at any time before debate or decision with the permission of Council.
- d. A motion to refer, until it is decided, shall preclude all amendments to the main question. The motion is not debatable.
- e. After any question is finally put by the Mayor or other presiding officer, no member shall speak to the question nor shall any other motion be made until after the result of the vote has been declared. The decision of the Mayor or presiding officer as to whether the question has been finally put shall be conclusive.
- f. A member may move a motion to adjourn a meeting at any time except when:
 - i. Another member is in possession of the floor,
 - ii. A call for a division has been made,
 - iii. The members are voting,
 - iv. A previous motion to adjourn has been defeated and no other intermediate proceedings have taken place.
- g. A motion to rescind an action of Council may be offered at any time subsequent to the meeting at which the original motion was passed:
- h. A motion arising out of any matter or thing included in the Agenda for the Council Meeting at which it is debated,
- i. Motion concerning any matter or thing tabled indefinitely from a previous meeting of the Council or tabled for the meeting at which it is discussed,
- j. A majority vote of all the members of Council is necessary for the passage of a motion to rescind.
- k. Unless otherwise specifically provided in this Bylaw, the following motions are debatable by Council:
 - i. A motion arising out of any matter or thing included in the Agenda for the council Meeting at which it is debated,
 - ii. Motion concerning any matter or thing tabled indefinitely from a previous meeting of the Council or tabled for the meeting at which it is discussed,
 - iii. A motion for adoption of, rejection of, referral back or further consideration if a report to the Council or a motion arising out of any matter dealt with in a report to the Council,
 - iv. A motion for a previous question,
 - v. A motion for the second reading or a motion for the third reading of a Bylaw,
 - vi. A motion for amendment to any Bylaw properly before the Council or to any matter arising directly out of any Bylaw properly before the council,
 - vii. Such other motion made upon routine proceedings of Council may be necessary for conducting of the business of Council and the observance of its priorities.
- l. When a motion has been made and is being considered by the Council, no other motion may be made and accepted, except:
 - i. A motion to refer the main question to some other person or group for consideration,
 - ii. A motion to amend the main question,
 - iii. A motion to postpone the main question to some future time,

- iv. A motion for the previous question,
- v. A motion to adjourn the meeting provided that a motion to table shall not be debated except as to the time when the matter will again be considered.
- m. When the Mayor or other presiding member decides that a motion is out of order, he shall so advise Council and shall cite the rule of authority applicable thereto.
- n. Any member of council may move a motion questioning the ruling of the chair, pursuant to 13.k
- o. Whenever any matter of privilege arises, it shall be immediately taken into consideration.
- p. Members shall always take their places when any vote is called for and shall remain in their places until the Mayor or other presiding officer has declared the result of the question.

16. COUNCIL PROCEEDINGS REQUIREMENTS FOR VALID ACTION

- a. A Council may act only by resolution or Bylaw. Where a Council or municipality is required or authorized under this or any other enactment or Bylaw to do something by Bylaw, it may only be done by Bylaw, and where a Council is required or authorized under this or an other enactment or Bylaw to do something by resolution or to do something without specifying that it be done by Bylaw or resolution, it may be done by Bylaw or resolution.
- b. A Bylaw or resolution of Council is not valid unless passed at a Council Meeting held in public at which there is a quorum present, and a resolution of a Council committee Meeting is not valid unless passed at a Council Meeting held in public at which there is a quorum present.
- c. A Council meeting or Council committee meeting maybe conducted by means of electronic or other communication facilities if;
 - i. notice is given to the public of the meeting, including the way in which it is to be conducted,
 - ii. the facilities enable the public to watch or listen to the meeting at a place specified in that notice and a designated officer is in attendance and
 - iii. the facilities enable all the meeting's participants to watch or hear each other.
 - iv. Councilors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.

17. BYLAWS

- a. Where a Bylaw is presented to the Council for enactment, the CAO shall cause the number and short title of the Bylaw to appear on the Agenda in the appropriate place.
- b. The CAO shall cause the Bylaw to be copied in full and forwarded to the members of Council, with the Agenda.
- c. Every Bylaw shall have three readings.
- d. A Bylaw shall be passed when the majority of members present and voting on the third reading vote in favor of the Bylaw.
- e. A Bylaw shall be introduced for the first reading by a motion that the Bylaw, specifying its number and short title, be now read a first time.
- f. Where a Bylaw which is introduced for first reading is not copied in or delivered with the Agenda, the Town Administrator shall read the Bylaw at length.
- g. A Bylaw shall be introduced for first reading by a motion that it be read a first time, specifying the number of the Bylaw.
- h. After a member has made a motion for first reading of a Bylaw, the Council may:
 - i. Debate the substance of the Bylaw, and
 - ii. Propose and consider amendments to the Bylaw.

- i. A proposed amendment shall be put to a vote and if carried shall be considered as having been read a first time and incorporated in the Bylaw.
- j. After a motion has been made for second reading of a Bylaw or after the Council has gone into Committee of the Whole, to debate second reading, a member may require all or any portion of the Bylaw to be read at length.
- k. The CAO shall be responsible for keeping a record of:
 - i. Any amendments to a Bylaw passed by Council, and amendments reported by the Committee of the whole.
 - ii. When all amendments have been accepted or rejected, a motion for second reading of the Bylaw, as amended shall be put.
- l. A motion for third reading shall give the number of the Bylaw.
- m. It shall not be necessary to read a Bylaw aloud for the third reading.
- n. The following procedure is governed by Section 187 of the Act and is provided for information only.
- o. Every proposed Bylaw must have 3 distinct and separate readings.
- p. Each Councilor present at the meeting at which first reading is to take place must be given or have had the opportunity to review the full text of the proposed Bylaw before the Bylaw receives first reading.
- q. Each Councilor present at the meeting at which third reading is to take place must, before the proposed Bylaw receives third reading, be given or have had the opportunity to review the full text of the proposed Bylaw and of any amendments that were passed after first reading.
- r. A proposed Bylaw must not have more than 2 readings at a Council Meeting unless the Councilors present unanimously agree to consider third reading.
- s. Only the title or identifying number has to be read at each reading of the Bylaw.

18. SIGNING AUTHORITY

- a. Signing authority shall be appointed at the annual Organizational Meeting and shall consist of 2 Elected Officers & 2 members of Administration.
- b. The permitted use of an electronic document signature which enables the signing authority to facilitate the electronic signing of Documents to ensure business continuity of the Municipality during an Emergency Situation or Pandemic as approved by Council.

19. PUBLISHING REPORTS

- a. The Mayor shall cause to be published or distributed, such reports as he deems necessary to inform residents of the Town of progress and projected future plans of Town Affairs.

20. EFFECTIVE DATE

- a. This Bylaw shall come into force and effect from and after the date of third reading thereof.

READ A FIRST TIME THIS 14TH DAY OF APRIL A.D. 2025.

READ A SECOND TIME THIS 14TH DAY OF APRIL A.D., 2025.

UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 14TH DAY OF APRIL A.D., 2025.

READ A THIRD AND FINAL TIME THIS 14TH DAY OF APRIL A.D., 2025.

Lance Colby, Mayor

Rick Blair, CAO



PO Box 370
844 Centre Street
Carstairs, AB T0M0N0
www.carstairs.ca

April 9, 2024

Attention: Staff Sergeant Stephen Browne

Didsbury Detachment Commander

Royal Canadian Mounted Police

2425 19th Street

P.O Box 1270

Didsbury, AB T0M 0W0

Email: Stephen.browne@rcmp-grc.gc.ca

Dear Stephen,

Re: Town of Carstairs Policing Priorities 2024

We are writing to inform you of the following motion that was passed at the Council meeting on Monday, April 8, 2024.

NEW BUSINESS:

1. 2024 RCMP Policing Priorities

Council reviewed the letter of the priorities for 2023

Motion 148/24

Motion by Councillor Roberts to reaffirm the Town of Carstairs top three priorities for 2024 to be **1. Increased Visibility & Traffic Safety**
2. Youth Interaction **3. Crime Prevention (Family Violence & Drug Prevention & Education)**

CARRIED

If you have any questions, please contact myself at 403.337.3341.

Sincerely,

Rick Blair

CAO, Town of Carstairs

TOWN OF CARSTAIRS 2025 BUDGET			
FOR THE MONTH ENDING: March 31, 2025			
		2025 BUDGET	2025 YTD ACTUALS
OPERATING CASH REQUIREMENTS			
1	Operating cost excluding non-cash items and interest expense	10,810,653.87	1,950,412.22
1b	Requisition Expense	3,225,345.04	613,226.41
2	Less: Other Operating Revenue (excluding tax levy)	(7,672,197.20)	(1,800,558.68)
3	Operating debt interest	2,000.00	-
		6,365,801.71	763,079.95
4a	Anticipated draw from prior year accum surplus - restricted	-	-
4b	Anticipated draw from prior year accum surplus - unrestricted	-	-
	TAX LEVY FOR OPERATIONS	6,365,801.71	763,079.95
CAPITAL CASH REQUIREMENTS			
5a	Capital expenditures	10,617,639.65	388,537.61
5b	Capital A/P	-	-
5c	Grant money moved to deferred	-	-
6	Capital debt interest	226,774.17	31,233.60
7	Capital debt principal payments	686,021.48	50,054.95
7a	Transfer to Offsite Levy Reserve	385,131.00	-
		11,915,566.30	469,826.16
8	Less: Capital Revenue	(6,814,802.20)	(2,677,236.80)
9	Less: Capital Revenue Other Sources	-	-
		5,100,764.10	(2,207,410.64)
10	Proceeds from new debt	(2,522,552.89)	-
11a	Anticipated draw from prior year accum surplus - restricted	(975,600.11)	-
11b	Anticipated draw from prior year accum surplus - unrestricted	(75,604.77)	(15,370.00)
11c	Direct Restricted Fund (i.e. Deferred Grant Revenue)	-	-
	TAX LEVY FOR CAPITAL	1,527,006.33	(2,222,780.64)
	MINIMUM TAX LEVY	7,892,808.04	(1,459,700.69)
FUTURE FINANCIAL PLANS			
12a	Operation stabilization/specific operating future requirements	200,000.00	-
12b	Water Capital Replacement	211,700.00	-
12c	Sanitary Capital Replacement	134,627.20	-
12d	Equipment Capital Replacement	100,000.00	-
13a	Annual amortization expense	-	-
13b	Write-downs/loss on disposals	-	-
14	Less Annual non-cash expense not funded	-	-
		646,327.20	-
15	Capital Reserves Contributions	149,224.20	10,867.37
15a	Direct Restricted Fund (i.e. Deferred Grant Revenues)	-	-
	LEVY (DRAW) FOR FUTURE FINANCIAL PLANS	795,551.40	10,867.37
16	TOTAL TAX LEVY	(8,688,359.43)	1,448,833.32
17	NET BUDGETTED CASH DRAW ON ACCUM SURPLUS	-	-
	TAX LEVY	(8,688,359.43)	1,448,833.32
18	TAXES BUDGETED	(8,749,026.34)	-
	TOTAL REVENUE	(26,809,783.51)	(4,493,165.48)
	TOTAL EXPENSE	26,749,116.60	3,044,332.16
	SHORTFALL / (SURPLUS)	(60,666.93)	(1,448,833.32)

**TOWN OF CARSTAIRS
FINANCIAL REPORT**

For the Month Ending: March 31, 2025

REVENUES		
Account Balance		
****-739	BMO Account	7,606,402.19
****-815	BMO Account	0.00
*****024	ATB Account	6,853.23
TOTAL		7,613,255.42
Investments		
00049601827 - 6 Month GIC		1,736,577.81
00064084566 - 1 Year GIC		1,254,428.14
TOTAL		2,991,005.95
Outstanding Receivables		
Account Receivables		46,927.21
Tax Trial Balance		126,025.70
Utility Trial Balance		228,860.77
TOTAL		401,813.68
TOTAL REVENUES		11,006,075.05
DEBTS		
Loans		
Loan # and Description	2025 Payments	2025 YE Balance
25196998001 - Fire Emergency Vehicle		225,642.19
25196997770 - Fire Hall Construction		46,139.24
25196997789 - Golf Course Upgrades		73,400.00
Street Sweeper		112,882.80
JD Area Mower		56,058.31
2024 Equipment Loan		300,547.43
Water Reservoir		991,631.55
Water Service Line		1,454,640.95
Fleet Lease		702,181.18
TOTAL		0.00
TOTAL		3,963,123.65
Debentures		
Description	2025 Payments	2025 YE Balance
Fire Hall	50,054.95	1,256,751.02
TOTAL		50,054.95
TOTAL		1,256,751.02
TOTAL DEBTS		5,219,874.67
Debt Interest		
Operating		
Description	2025-03-31	2025 YTD Actual
Line of Credit / ASFF	0.00	0.00
TOTAL		0.00
Capital		
Fire Emergency Vehicle	1,181.48	3,553.14
Fire Hall Debenture	14,184.66	14,184.66
Fire Hall Construction/Site Servicing	689.18	2,072.59
Fleet	0.00	0.00
Street Sweeper	725.77	2,182.66
Equipment Replacement 2024	1,717.65	5,165.58

Reservoir	0.00	0.00
Reservoir Service Line	0.00	0.00
Lagoon Debenture	0.00	0.00
Golf Course Upgrades	629.23	1,892.31
TOTAL		31,233.60
TOTAL DEBT INTEREST		31,233.60
Debt Limit		
2024 Audit Value		20,305,631.00
Percent Used		26%
RESERVES		
Description	2025 Opening Balance	2025 YTD Actual
Operations Stabilization	(1,173,954.37)	(1,158,584.37)
Capital Reserve Equipment	(115,200.00)	(115,200.00)
Community Policing Grant	(59,446.02)	(59,446.02)
Fire(Town) Reserve- Truck/Equip.(s.b. OP	(3,829.47)	(3,829.47)
Fire Reserve - Building	(24,038.78)	(30,896.15)
AEMA Grant- Emergency Management	0.00	0.00
Safe Zone Program	0.00	0.00
Policing - Reserve	(159,689.58)	(159,689.58)
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 Capital - Deferred Revenue	(357,100.11)	(357,100.11)
Cap. Reserve - Roads	(53,672.35)	(53,672.35)
Off Site Levy - Transportation	(763,320.02)	(763,320.02)
Off-Site Levy - Storm	(525,385.33)	(525,385.33)
Water & Sewer Deposits	(23,000.00)	(24,300.00)
Alberta Water Wastewater Partnership	(886,110.34)	(840,401.08)
Cap. Reserve - Water	(767,560.79)	(767,560.79)
Off-Site Levy - Water	(577,197.60)	(577,197.60)
Cap. Reserve - Sewer	(394,444.39)	(394,444.39)
Reserves - Wastewater Infrastructure	(302,737.01)	(302,737.01)
Off-Site Levy - Sewer	(895,370.47)	(895,370.47)
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
Land Lease - Damage Deposit	(112,666.72)	(115,166.72)
Building Lease - Damage Deposit	(62,423.47)	(62,923.47)
Unearned Revenue - BookKing	(35,908.76)	(36,918.76)
Op Reserve - Cemetery Perpetual Care Fun	(1,622.19)	(1,622.19)
Op. Reserve - Columbarium Perpetual Care	0.00	0.00
Cap. Reserve - Cemetery Columbarium	(28,000.00)	(28,000.00)
Deferred Revenue - Carstairs Pet Relief	(10,000.00)	(10,000.00)
Municipal Reserve	(1,000.00)	(1,000.00)
Fortis Lights	(350.00)	(350.00)
Stone Garden - Maintenance	(22,623.00)	(24,914.07)
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)	(24,331.44)
Gratuities - Tournaments	0.00	0.00

Gratuities - Servers	0.00	0.00
Reserves - Golf Carts	(2,243.46)	(2,243.46)
Junior Golf	(25,000.00)	(25,000.00)
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)	(32,721.65)
Deferred Rev - Pickleball Courts	0.00	0.00
Reserve - Community Hall	0.00	0.00
Community Hall - Damage Deposits	(800.00)	(800.00)
TOTAL	(7,543,566.27)	(7,496,695.45)

**TOWN OF CARSTAIRS
REVENUE & EXPENSE REPORT**

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
REVENUES				
Other Revenue				
1-00-00-510-0	Penalties and Costs	(1,015.59)	(31,395.70)	(78,450.00)
1-00-00-540-0	Franchise Revenue	(67,001.35)	(137,842.89)	(633,438.00)
1-00-00-550-0	Investment Income	(18,671.31)	(53,233.32)	(100,000.00)
1-03-00-740-0	Fines & Costs	(8.82)	(12.87)	(500.00)
	TOTAL	(86,697.07)	(222,484.78)	(812,388.00)
General Administration Revenue				
1-12-00-410-0	Sales of Goods & Services	0.00	(20.00)	(300.00)
1-12-00-411-0	Tax Certificates & Title Searches	(2,120.00)	(5,000.00)	(17,240.00)
1-12-00-590-0	Other Revenue	(2.10)	(1,970.77)	(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	0.00	0.00	(136,982.02)
	TOTAL	(2,122.10)	(6,990.77)	(155,522.02)
Communications Revenue				
1-12-01-590-0	Other Revenue	(20.00)	(20.00)	(500.00)
	TOTAL	(20.00)	(20.00)	(500.00)
Fire Department Revenue				
1-23-00-410-0	Fire Call Revenue	0.00	(7,627.50)	(113,000.00)
1-23-00-590-0	Other Revenue	(1,486.60)	(28,221.70)	(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	0.00	(264,107.48)
	TOTAL	(1,486.60)	(35,849.20)	(401,569.48)
Emergency Management Revenue				
1-24-00-283-0	Safe Zone Program	0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00
Emergency Services Revenue				
1-26-00-492-0	Bike Safety Program	0.00	0.00	0.00
1-26-00-521-0	Dog Licenses	(360.00)	(1,000.00)	(800.00)
1-26-00-522-0	Dog Boarding Fees	0.00	0.00	0.00
1-26-00-531-0	Traffic Fines	(1,508.00)	(3,681.47)	(25,000.00)
1-26-00-532-0	Bylaw Fines	0.00	0.00	(300.00)
1-26-00-590-0	Other Revenue	0.00	0.00	(500.00)
1-26-00-620-0	Proceeds from Sales	0.00	0.00	0.00
	TOTAL	(1,868.00)	(4,681.47)	(26,600.00)
Roadways Revenue				
1-32-00-410-0	Sale of Goods & Services	0.00	0.00	(500.00)
1-32-00-590-0	Other Revenue	0.00	0.00	(500.00)
1-32-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-32-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
	TOTAL	0.00	0.00	(1,000.00)
Stormwater Revenue				
1-37-00-620-0	Proceeds from Sales	0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00
Water Revenue				
1-41-00-410-0	Water Sales	(85,022.10)	(261,195.48)	(1,148,246.40)
1-41-00-410-1	Flat Rate Fees - Water	(31,510.73)	(94,052.68)	(371,700.00)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
1-41-00-411-0	Bulk Water Sales	(2,071.55)	(5,921.34)	(69,335.00)
1-41-00-440-0	Water Meter Sales	(4,600.00)	(9,775.00)	(23,000.00)
1-41-00-590-0	Other Revenue	0.00	0.00	(500.00)
1-41-00-620-0	Proceeds from Sales	0.00	0.00	0.00
TOTAL		(123,204.38)	(370,944.50)	(1,612,781.40)
Sanitary Revenue				
1-42-00-410-0	Sewer Fees	(50,710.25)	(156,182.96)	(688,947.84)
1-42-00-410-1	Flat Rate Fee- Wastewater Infrastructure	(12,969.96)	(38,710.31)	(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	0.00	0.00
1-42-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
TOTAL		(63,680.21)	(194,893.27)	(843,575.04)
Garbage Revenue				
1-43-00-410-0	Garbage Fees	(50,302.45)	(150,466.66)	(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
TOTAL		(50,302.45)	(150,466.66)	(589,172.00)
Planning Revenue				
1-61-00-410-0	Zoning Application - Developer	0.00	0.00	(7,000.00)
1-61-00-411-0	Provincial Permit Fees	(844.26)	(1,521.83)	(7,000.00)
1-61-00-490-0	MPC / Relaxation Revenue	(250.00)	(250.00)	(500.00)
1-61-00-620-0	Proceeds from Sales	0.00	0.00	0.00
1-61-00-840-0	Provincial Conditional Grant	0.00	0.00	0.00
TOTAL		(1,094.26)	(1,771.83)	(14,500.00)
Community Services Revenue				
1-62-00-419-0	Program Fees	(180.00)	(180.00)	(5,100.00)
1-62-00-420-0	Event Fees	0.00	0.00	(2,500.00)
1-62-00-590-0	Business License Revenue	(725.00)	(35,700.00)	(33,000.00)
1-62-00-591-0	Donations	(2,317.97)	(3,551.27)	(1,587.97)
1-62-00-595-0	IODE Donations	(3,167.00)	(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	0.00	(2,000.00)
1-62-51-840-0	FCSS Provincial Conditional Grants	0.00	(24,281.12)	(97,124.36)
1-62-51-850-0	Mountain View County FCSS Grant	0.00	0.00	(30,744.00)
TOTAL		(6,389.97)	(66,879.39)	(175,223.33)
Development Revenue				
1-66-00-410-0	Building & Development Permits	(29,174.64)	(57,356.39)	(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	(400.00)	(800.00)	(5,000.00)
1-66-00-420-0	Compliance Fees	(450.00)	(1,275.00)	(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
TOTAL		(30,024.64)	(59,431.39)	(272,500.00)
Lands & Buildings Revenue				
1-69-01-560-0	Building Rental - Medical Centre	(6,850.29)	(20,550.87)	(84,000.00)
1-69-03-560-0	Building Rental - IODE	(285.71)	(857.13)	(3,500.00)
1-69-04-560-0	Building Rental - 1126 Osler	(600.00)	(1,800.00)	(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	(10,000.00)	(10,000.00)	(10,000.00)

AGENDA ITEM #c)

General Ledger	Description	March 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)	(3,000.00)	(12,000.00)
1-69-13-560-0	Building Rental - Scout Hall	(400.00)	(1,200.00)	(4,800.00)
TOTAL		(19,136.00)	(39,058.00)	(137,435.00)
Golf Course Revenue				
1-72-04-410-0	Annual Member Dues	(14,720.00)	(425,360.00)	(425,000.00)
1-72-04-411-0	Merchandise Sales	(1,899.99)	(1,926.50)	(175,000.00)
1-72-04-412-0	Driving Range	0.00	0.00	(18,000.00)
1-72-04-413-0	Green Fees	(26,886.00)	(28,182.00)	(450,000.00)
1-72-04-414-0	Bar Sales	0.00	(986.92)	(240,000.00)
1-72-04-414-1	Pop Sales	0.00	0.00	(50,000.00)
1-72-04-414-2	Food Sales	0.00	0.00	(325,000.00)
1-72-04-415-0	Storage Rentals	(180.00)	(925.00)	(3,000.00)
1-72-04-490-0	Tournaments & Leagues	(500.00)	(4,600.00)	(5,000.00)
1-72-04-565-0	Cart Rentals	(1,980.00)	(18,410.00)	(210,000.00)
1-72-04-565-1	Club Rentals	0.00	0.00	(2,500.00)
1-72-04-590-0	Other Revenue	(70.00)	(70.00)	(1,000.00)
1-72-04-590-1	Other Revenue - PGA	0.00	0.00	(1,000.00)
1-72-04-592-0	Junior Golf Program	0.00	0.00	(2,500.00)
1-72-04-620-0	Proceeds from Sales	0.00	0.00	0.00
1-72-04-840-0	Provincial Conditional Grant	0.00	0.00	0.00
TOTAL		(46,235.99)	(480,460.42)	(1,908,000.00)
Arena Revenue				
1-72-06-419-0	Program & Event Fees	(2,445.00)	(9,545.00)	(65,000.00)
1-72-06-490-0	Arena Concession	(13,648.74)	(44,438.82)	(50,000.00)
1-72-06-491-0	Advertising Signs	0.00	(7,900.00)	(6,000.00)
1-72-06-540-1	Dance Studio Lease	(824.00)	(2,472.00)	(6,592.00)
1-72-06-540-2	Crossfit Lease	(1,500.00)	(4,500.00)	(18,000.00)
1-72-06-560-0	Facility Rentals	(615.03)	(1,662.77)	(2,500.00)
1-72-06-560-1	Ice Rentals	(22,321.38)	(78,455.91)	(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	0.00	(101,856.46)
TOTAL		(41,354.15)	(153,974.50)	(394,948.46)
Parks Revenue				
1-72-08-560-0	Ball Diamond Rental - Slow Pitch	0.00	0.00	(4,300.00)
1-72-08-562-0	Soccer Field Revenue	0.00	0.00	(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	0.00	0.00
1-72-08-594-0	Pickleball Courts	0.00	0.00	0.00
1-72-08-620-0	Proceeds from Sales	0.00	0.00	0.00
1-72-08-750-0	Mountainview County	0.00	0.00	(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	(30.00)	(4,060.00)	(9,375.00)
1-72-56-411-0	Perpetual Care Fund - Cemetery	0.00	(2,500.00)	(7,350.00)
1-72-56-412-0	Sale of Good & Services - Columbarium	(1,010.00)	(1,010.00)	(7,400.00)
1-72-56-413-0	Perpetual Care Fund - Columbarium	(500.00)	(500.00)	(5,775.00)
TOTAL		(1,540.00)	(8,070.00)	(155,876.97)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
Campground Revenue				
1-72-99-410-0	Campground Fees	0.00	0.00	(90,000.00)
1-72-99-411-0	Shower/Sewer User Fees	0.00	0.00	(8,000.00)
1-72-99-620-0	Proceeds from Sales	0.00	0.00	0.00
	TOTAL	0.00	0.00	(98,000.00)
Community Hall Revenue				
1-74-02-490-0	Community Hall Revenue	(1,777.50)	(4,582.50)	(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	0.00	(13,285.63)
	TOTAL	(1,777.50)	(4,582.50)	(38,285.63)
Library Revenue				
1-74-04-750-0	Mountainview County	0.00	0.00	(34,319.87)
1-74-04-840-0	Provincial Conditional Grant	0.00	0.00	0.00
	TOTAL	0.00	0.00	(34,319.87)
Taxes & Requisitions Revenue				
1-00-00-110-0	Taxes - Residential	0.00	0.00	(5,530,342.67)
1-00-00-120-0	Taxes - Non Residential	0.00	0.00	(697,751.07)
1-00-00-200-0	ASFF - Residential	0.00	0.00	(2,235,332.65)
1-00-00-210-0	ASFF - Non Residential	0.00	0.00	(284,692.72)
1-00-00-211-0	Designated Industrial Properties	0.00	0.00	(907.23)
	TOTAL	0.00	0.00	(8,749,026.34)
	TOTAL REVENUES	(476,933.32)	(1,800,558.68)	(16,421,223.54)
EXPENSES				
Legislative Expense				
2-11-00-110-0	Wages	5,572.80	16,718.40	72,446.40
2-11-00-130-0	Benefits - Remuneration	465.79	1,397.37	8,068.76
2-11-00-130-1	Benefits	1,127.10	3,381.30	15,213.74
2-11-00-150-0	Committee Per Diem	3,735.00	4,545.00	35,000.00
2-11-00-151-0	Remuneration	13,447.94	40,343.82	161,375.28
2-11-00-211-0	Travel & Subsistence	1,485.64	10,316.09	45,000.00
2-11-00-214-0	Training	0.00	1,500.00	19,500.00
2-11-00-215-0	Telecommunications	96.96	194.07	1,600.00
2-11-00-221-0	Public Relations	38.98	1,125.39	13,600.00
2-11-00-221-1	Staff Relations	148.60	148.60	5,800.00
2-11-00-224-0	Memberships	0.00	1,328.42	7,800.00
2-11-00-274-0	Insurance	586.00	586.00	590.00
	TOTAL	26,704.81	81,584.46	385,994.18
Taxes & Requisitions Expense				
2-26-00-238-0	RCMP	(15,298.00)	(15,298.00)	304,805.60
2-43-00-765-0	Mountain View Waste Commission	0.00	0.00	51,820.84
2-80-00-742-0	Mountain View Seniors' Housing	0.00	86,946.50	347,786.00
2-80-00-744-0	ASFF	541,577.91	541,577.91	2,520,025.37
2-80-00-745-0	Designated Industrial Properties	0.00	0.00	907.23
	TOTAL	526,279.91	613,226.41	3,225,345.04
General Administration Expense				
2-12-00-110-0	Wages	48,938.78	32,690.54	637,245.08
2-12-00-130-0	Benefits	7,766.64	22,986.02	70,265.44
2-12-00-131-0	Benefits - Wellness Program	2,279.61	4,859.81	30,000.00
2-12-00-136-0	Worker's Compensation Board	2,875.03	8,506.46	50,000.00
2-12-00-210-0	Freight & Postage	125.00	627.75	8,975.00

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-12-00-211-0	Travel, Meals & Accommodations	0.00	0.00	6,600.00
2-12-00-214-0	Training & Conferences	875.00	1,500.00	11,095.00
2-12-00-215-0	Telecommunications	1,124.26	4,311.46	33,200.00
2-12-00-221-1	Staff Relations	4.14	8.28	500.00
2-12-00-224-0	Memberships	797.50	1,287.50	3,200.00
2-12-00-230-0	Prof Services - Audit	(1,300.00)	(1,300.00)	34,100.00
2-12-00-232-2	Prof Services - Legal	578.00	578.00	20,000.00
2-12-00-233-0	Prof Services - Assessment	4,659.69	15,979.07	61,000.00
2-12-00-234-0	Prof Services - Computer Support	8,429.58	24,856.34	116,000.00
2-12-00-234-2	Computer Replacement	1,537.00	15,370.00	77,270.00
2-12-00-239-0	Prof Services - Other	694.19	2,870.52	11,950.00
2-12-00-240-0	Service Charges	0.00	0.00	100.00
2-12-00-260-0	Equipment Rental/Lease	348.00	2,941.98	11,800.00
2-12-00-290-0	Other General Services (Census/Election)	2,688.02	2,688.02	15,000.00
2-12-00-290-2	Contracted Services	0.00	0.00	55,446.02
2-12-00-510-0	General Goods & Supplies	1,341.86	3,039.80	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	679.21	1,600.03	5,550.00
2-12-00-920-0	Uncollectible Accounts	0.00	0.00	1,000.00
TOTAL		84,441.51	145,401.58	1,275,296.54
Communications Expense				
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	4,602.20	5,246.60	41,800.00
2-12-01-224-0	Memberships	0.00	135.55	650.00
2-12-01-234-0	Website Support	0.00	0.00	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
TOTAL		4,602.20	5,382.15	51,434.00
Fire Department Expense				
2-23-00-110-0	Wages	12,514.22	37,169.48	162,593.73
2-23-00-130-0	Benefits	2,558.83	7,510.76	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	3,930.00	125,000.00
2-23-00-210-0	Freight & Postage	0.00	0.00	500.00
2-23-00-211-0	Travel, Meals & Accommodations	411.33	550.01	2,000.00
2-23-00-214-0	Training & Conferences	265.14	2,319.93	7,850.00
2-23-00-215-0	Telecommunications	2,173.06	2,737.72	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	4,252.06	4,452.06	7,050.00
2-23-00-245-0	Investigation Costs	0.00	0.00	1,000.00
2-23-00-250-0	R&M - Buildings	137.51	434.14	3,500.00
2-23-00-252-0	Janitorial	1,540.00	2,240.00	8,400.00
2-23-00-253-0	R&M - Equipment	563.63	7,572.22	21,500.00
2-23-00-255-0	R&M - Vehicles	7,176.04	10,963.36	38,000.00
2-23-00-274-0	Insurance	1,480.00	28,039.30	26,559.32
2-23-00-511-0	General Goods & Services	117.79	1,494.87	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	2,575.68	4,287.59	6,800.00
2-23-00-520-1	Small Equipment Replacement	0.00	0.00	0.00
2-23-00-521-0	Fuel	588.87	1,475.04	14,000.00

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-23-00-543-0	Gas	1,578.71	3,797.87	11,707.00
2-23-00-544-0	Power	1,868.82	3,936.83	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
TOTAL		41,051.69	138,266.46	569,331.65
Emergency Management Expense				
2-24-00-110-0	Wages	2,006.20	6,018.60	26,080.56
2-24-00-130-0	Benefits	403.11	1,209.67	5,476.92
2-24-00-211-0	Travel, Meals & Accommodations	0.00	0.00	600.00
2-24-00-214-0	Training & Conferences	0.00	0.00	1,000.00
2-24-00-215-0	Telecommunications	1,083.17	1,304.62	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	58.95	558.47	6,400.00
2-24-00-620-0	Loss on Disposal	0.00	0.00	0.00
TOTAL		3,551.43	9,091.36	44,807.48
Emergency Services Expense				
2-26-00-110-0	Wages	17,230.46	51,691.39	223,996.12
2-26-00-130-0	Benefits	3,475.66	10,424.50	47,039.19
2-26-00-210-0	Freight & Postage	0.00	0.00	250.00
2-26-00-211-0	Travel, Meals & Accommodations	0.00	216.00	2,250.00
2-26-00-214-0	Training & Conferences	0.00	0.00	3,500.00
2-26-00-215-0	Telecommunications	2,129.97	5,778.57	25,800.00
2-26-00-224-0	Memberships	0.00	225.00	750.00
2-26-00-234-0	Computer Support	0.00	0.00	500.00
2-26-00-235-0	Contracted Services	0.00	668.00	2,000.00
2-26-00-237-2	Animal Control Expenses	0.00	0.00	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	82.62	82.62	2,715.00
2-26-00-255-2	R&M - Vehicles	674.92	1,484.77	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	214.47	531.49	14,840.00
2-26-00-512-0	PPE Clothing/Boots/Gloves	190.95	231.22	1,800.00
2-26-00-513-0	Safety	56.82	166.71	5,000.00
2-26-00-521-0	Fuel	492.15	1,496.28	6,000.00
2-26-00-590-2	Programs	2,553.59	5,913.59	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
TOTAL		27,101.61	78,910.14	370,940.31
Fleet Expense				
2-31-00-219-0	Telematics	0.00	0.00	2,400.00
2-31-00-230-0	Management Fees	0.00	0.00	10,529.68
2-31-00-255-0	Maintenance Fees	0.00	0.00	6,140.48
TOTAL		0.00	0.00	19,070.16
Roadways Expense				
2-32-00-110-0	Wages	26,437.16	82,261.89	389,053.22
2-32-00-130-0	Benefits	4,819.12	15,229.92	81,701.18
2-32-00-210-0	Freight & Postage	0.00	0.00	500.00
2-32-00-211-0	Travel, Meals & Accommodations	58.72	58.72	1,500.00
2-32-00-214-0	Training & Conferences	897.62	930.00	4,000.00

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2-32-00-250-1	R&M - CPR Xing	0.00	807.00	6,000.00
2-32-00-250-2	R&M - Roads	389.90	604.60	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	2,427.11	6,911.72	19,000.00
2-32-00-255-2	R&M - Vehicles	1,325.26	1,325.26	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	4,609.00	4,609.00	7,520.00
2-32-00-510-0	General Goods & Supplies	3,790.30	6,240.34	10,100.00
2-32-00-520-0	Equipment/Vehicle Parts & Supplies	52.00	2,946.48	11,200.00
2-32-00-521-0	Fuel	1,436.82	2,044.09	30,000.00
2-32-00-530-0	Construction & Maintenance Materials	9,468.98	9,557.90	23,000.00
2-32-00-534-0	Sand & Gravel	959.13	3,719.84	15,500.00
2-32-00-539-1	Street Signs	0.00	41.58	2,500.00
2-32-00-539-2	Pedestrian Signals	0.00	0.00	15,000.00
2-32-00-544-0	Power - Street Lights	22,119.46	46,585.68	271,754.00
2-32-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-32-31-512-0	PPE Clothing/Boots/Gloves	421.81	449.59	3,000.00
TOTAL		79,212.39	184,323.61	1,020,928.40
Storm Water Expense				
2-37-00-110-0	Wages	2,009.30	6,029.28	25,902.44
2-37-00-130-0	Benefits	391.50	1,172.33	5,439.51
2-37-00-250-2	Purchased Repairs & Maintenance	0.00	0.00	2,000.00
2-37-00-510-0	General Goods & Supplies	0.00	0.00	500.00
2-37-00-520-0	R&M - Equipment	0.00	251.00	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
TOTAL		2,400.80	7,677.61	35,841.95
Water Expense				
2-41-00-110-0	Wages	6,921.82	20,820.08	89,619.54
2-41-00-130-0	Benefits	1,323.67	3,991.78	18,820.10
2-41-00-210-0	Freight & Postage	125.00	627.75	8,000.00
2-41-00-211-0	Travel, Meals & Accommodations	0.00	0.00	3,000.00
2-41-00-214-0	Training & Conferences	0.00	0.00	3,000.00
2-41-00-215-0	Telecommunications	19.61	39.36	1,000.00
2-41-00-224-0	Memberships	0.00	57.14	300.00
2-41-00-239-0	Professional Services Purchased	1,849.41	1,849.41	3,000.00
2-41-00-250-2	R&M - Water System Infrastructure	5,200.00	8,871.35	25,000.00
2-41-00-251-2	R&M - Buildings/Reservoir	0.00	1,247.37	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	3,028.22	3,328.22	3,000.00
2-41-00-350-0	Purchase Water-Mtnview Water Commission	63,824.70	135,699.75	963,329.40
2-41-00-510-0	General Goods & Supplies	156.15	282.15	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	693.08	1,365.87	8,000.00
2-41-00-531-0	Chemicals/Testing Supplies	0.00	1,659.87	2,000.00
2-41-00-538-0	Meters	0.00	34,142.78	160,000.00
2-41-00-539-0	Motors/Pumps/Inspections	0.00	3,402.93	5,500.00
2-41-00-543-0	Gas	336.12	722.69	2,229.00
2-41-00-544-0	Power	1,793.43	3,407.34	28,276.00

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-41-00-620-0	Loss on Disposal	0.00	0.00	0.00
2-41-00-920-0	Uncollectible Accounts	0.00	0.00	500.00
TOTAL		85,271.21	221,914.51	1,374,074.04
Sanitary Expense				
2-42-00-110-0	Wages	6,800.11	20,448.62	88,000.88
2-42-00-130-0	Benefits	1,538.92	4,163.26	18,480.18
2-42-00-210-0	Freight & Postage	125.00	627.75	8,000.00
2-42-00-230-0	General Services Purchased	0.00	2,718.50	5,000.00
2-42-00-250-2	R&M - Infrastructure	0.00	0.00	60,000.00
2-42-00-253-0	R&M - Pumps	0.00	214.07	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	857.83	857.83	9,390.56
2-42-00-520-0	Equipment/Vehicle Parts & Supplies	0.00	0.00	700.00
2-42-00-521-0	Fuel	309.32	633.78	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	0.00	16,000.00
2-42-00-534-0	Sand/Gravel/Loam	0.00	0.00	1,000.00
2-42-00-544-0	Power	280.30	441.86	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
TOTAL		9,911.48	30,105.67	217,749.62
Garbage Expense				
2-43-00-110-0	Wages	2,387.96	7,164.21	30,770.33
2-43-00-130-0	Benefits	232.50	1,164.05	6,461.77
2-43-00-210-0	Freight & Postage	125.00	627.75	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	0.00	3,500.00
2-43-00-290-0	Solid Waste Contract	24,761.91	65,443.04	238,627.00
2-43-00-291-0	Contracted Services (Bin Rental/Landfill)	235.43	639.86	9,367.44
2-43-00-510-0	General Goods & Supplies	0.00	0.00	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	0.00	0.00	10,000.00
2-43-00-520-2	Equipment/Vehicle Parts & Supplies	0.00	0.00	5,000.00
2-43-00-521-0	Fuel	0.00	0.00	3,000.00
2-43-00-620-0	Loss on Disposal	0.00	0.00	0.00
TOTAL		27,742.80	92,278.85	336,226.54
Planning Expense				
2-61-00-110-0	Wages	8,082.08	23,135.44	104,504.06
2-61-00-130-0	Benefits	1,482.82	4,318.54	21,945.85
2-61-00-210-0	Freight & Postage	0.00	0.00	100.00
2-61-00-211-0	Travel, Meals & Accommodations	0.00	64.90	500.00
2-61-00-214-0	Training & Confernces	875.00	1,150.00	2,500.00
2-61-00-215-0	Telecommunications	77.76	136.00	850.00
2-61-00-239-0	Consulting Services - Developer	0.00	0.00	12,000.00
2-61-00-239-1	Consulting Services - Municipal	11,715.00	17,378.63	136,189.24
2-61-00-255-2	R&M - Vehicle	0.00	0.00	500.00
2-61-00-271-0	Licenses and Permits	467.07	875.62	5,000.00
2-61-00-510-0	General Goods & Supplies	72.00	98.09	4,000.00
2-61-00-521-0	Fuel	0.00	0.00	1,500.00
2-61-00-620-0	Loss on Disposal	0.00	0.00	0.00
TOTAL		22,771.73	47,157.22	289,589.15
Asset Management Expense				

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-61-02-110-0	Wages	4,592.00	13,776.02	59,696.00
2-61-02-130-0	Benefits	843.68	2,541.02	12,536.16
2-61-02-211-0	Travel, Meals & Accommodations	28.80	28.80	1,000.00
2-61-02-214-0	Training & Conferences	0.00	1,602.28	5,000.00
2-61-02-215-0	Telecommunications	0.00	0.00	1,000.00
2-61-02-224-0	Memberships	0.00	0.00	3,000.00
2-61-02-234-0	Computer Support	5,939.95	12,690.11	12,500.00
2-61-02-239-0	Consulting Services	0.00	490.00	20,000.00
2-61-02-510-0	General Goods & Supplies	0.00	68.00	3,000.00
2-61-02-511-0	Plotter Printer	0.00	665.95	2,000.00
TOTAL		11,404.43	31,862.18	119,732.16
Community Services Expense				
2-62-00-110-0	Wages	12,167.46	36,502.41	158,176.86
2-62-00-130-0	Benefits	2,465.02	7,417.24	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	0.00	0.00	2,000.00
2-62-00-215-0	Telecommunications	328.58	956.78	3,600.00
2-62-00-224-0	Memberships	0.00	0.00	1,000.00
2-62-00-234-0	Prof Services - Computer Support	0.00	0.00	8,417.39
2-62-00-290-0	Programs	570.42	1,552.73	11,667.97
2-62-00-291-0	Events	2,214.72	2,241.56	23,000.00
2-62-00-510-0	General Goods & Supplies	210.65	352.11	3,000.00
2-62-00-595-0	IODE Expenses	0.00	622.39	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	0.00	485.72	3,800.00
2-62-00-770-5	Museum Operating Grant	0.00	0.00	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	0.00	0.00	4,000.00
2-62-00-770-8	Church Link	0.00	0.00	10,000.00
2-62-00-770-9	Carstairs Heritage Festival	0.00	0.00	5,000.00
2-62-00-771-0	STARS Donation	0.00	0.00	5,000.00
2-62-51-290-0	FCSS Programs	6,605.39	14,221.29	109,589.32
TOTAL		24,562.24	64,852.23	445,140.68
Development Expense				
2-66-00-110-0	Wages	8,082.08	23,135.44	104,504.06
2-66-00-130-0	Benefits	1,482.74	4,318.32	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	7.47	7.47	1,000.00
2-66-00-214-0	Training & Conferences	0.00	795.00	2,500.00
2-66-00-236-0	Building Inspector	8,265.72	12,836.22	90,000.00
2-66-00-239-0	Consulting Services - Developer	1,051.05	4,104.98	30,000.00
2-66-00-239-1	Consulting Services - Municipal	1,757.18	2,536.28	30,000.00
2-66-00-620-0	Loss on Disposal	0.00	0.00	0.00
TOTAL		20,646.24	47,733.71	280,549.91
Lands & Buildings Expense				
2-69-00-110-0	Wages	7,055.02	16,276.08	90,168.33
2-69-00-130-0	Benefits	1,398.51	3,856.34	18,935.35
2-69-00-273-0	Land Taxes to County	0.00	0.00	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	0.00	2,000.00

AGENDA ITEM #c)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-69-01-543-0	Wellness Centre - Gas	970.02	2,177.11	0.00
2-69-01-544-0	Wellness Centre - Power	1,264.94	2,036.14	0.00
2-69-03-250-0	IODE - R&M Building	95.00	190.00	1,500.00
2-69-03-543-0	IODE - Utilities	114.06	175.65	1,460.00
2-69-04-250-0	1126 Osler Street - R&M Building	0.00	0.00	500.00
2-69-04-543-1	1126 Osler Street - Power	235.29	508.35	1,794.00
2-69-04-544-0	1126 Osler Street - Gas	127.82	197.53	1,399.00
2-69-06-250-2	Community Services - R & M	0.00	0.00	500.00
2-69-06-252-0	Community Services - Janitorial	250.00	750.00	3,000.00
2-69-06-260-0	Community Services - Lease	1,085.49	7,399.49	23,521.70
2-69-06-543-0	Community Services - Gas	138.67	288.55	1,023.00
2-69-06-544-0	Community Services - Power	186.97	293.61	2,069.00
2-69-12-250-2	Admin - R & M Building	0.00	1,093.89	3,000.00
2-69-12-252-0	Admin - Janitorial	1,000.00	3,000.00	12,000.00
2-69-12-274-0	Admin - Insurance	(123.00)	79,165.49	89,822.49
2-69-12-543-0	Admin - Gas	805.38	1,818.85	6,625.00
2-69-12-544-0	Admin - Power	641.65	973.15	7,112.00
2-69-13-250-0	Scout Hall - R & M Building	0.00	150.00	500.00
2-69-13-543-0	Scout Hall - Utilities	363.80	753.25	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	143.82	1,156.92	6,800.00
2-69-26-543-0	Emerg Services - Gas	891.57	2,112.80	6,851.00
2-69-26-544-0	Emerg Services - Power	611.60	1,150.63	5,988.00
2-69-32-215-0	Op Services - Telecommunications	288.99	744.62	4,500.00
2-69-32-250-1	R & M - Bus Barn	0.00	26.25	3,000.00
2-69-32-250-2	Op Services - R & M	71.43	71.43	6,000.00
2-69-32-510-0	Op Services - General Goods & Supplies	33.12	33.12	3,500.00
2-69-32-543-0	Op Services - Gas	2,029.18	4,412.95	11,090.00
2-69-32-543-1	Bus Barn - Gas	228.12	481.82	1,505.00
2-69-32-544-0	Op Services - Power	659.56	1,083.72	8,621.00
2-69-32-544-1	Bus Barn - Power	116.60	184.50	1,501.00
2-69-72-252-2	Parks - R&M Buildings	78.84	508.66	1,850.00
2-69-72-252-5	Concession - R&M Building/Plumbing/Gas	288.71	288.71	2,000.00
2-69-72-543-0	Parks - Gas	439.21	1,025.03	2,832.00
2-69-72-544-0	Parks - Power	349.26	558.06	3,215.00
2-69-72-544-5	Concession - Power	109.99	202.44	1,464.00
2-69-72-544-6	Splash Park - Power	89.86	139.20	1,094.00
TOTAL		22,039.48	140,354.94	345,901.67
Golf Course Expense				
2-72-04-110-0	Wages	9,394.80	24,318.80	97,006.00
2-72-04-110-6	Wages - Pro Shop	4,963.20	14,889.60	194,769.28
2-72-04-110-7	Wages - Kitchen	0.00	0.00	131,184.80
2-72-04-110-8	Wages - Restaurant	0.00	0.00	126,186.56
2-72-04-110-9	Wages - Grounds	10,761.60	32,284.80	316,445.08
2-72-04-130-0	Benefits	1,918.75	4,910.67	9,700.60
2-72-04-130-6	Benefits - Pro Shop	1,024.78	3,074.34	19,476.93
2-72-04-130-7	Benefits - Kitchen	0.00	0.00	13,118.48
2-72-04-130-8	Benefits - Restaurant	0.00	0.00	12,618.66
2-72-04-130-9	Benefits - Grounds	2,135.01	6,292.57	31,644.51
2-72-04-210-0	Freight & Postage	483.33	554.33	6,000.00
2-72-04-211-0	Travel, Meals & Accommodations	515.51	515.51	1,500.00
2-72-04-214-0	Training & Conferences	140.00	515.00	2,000.00

AGENDA ITEM #c)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-04-215-0	Telecommunications / Internet / Cable	501.96	1,536.08	7,000.00
2-72-04-220-0	Advertising / Promotions	0.00	169.00	7,000.00
2-72-04-221-0	Tournaments & Events	0.00	0.00	5,500.00
2-72-04-222-0	Promotions	0.00	0.00	1,500.00
2-72-04-224-0	Memberships & Subscriptions	12.69	1,349.09	15,000.00
2-72-04-234-0	Prof Services - Computer Support	4,646.00	6,848.21	15,000.00
2-72-04-250-2	R & M - Building	1,637.23	1,881.50	20,000.00
2-72-04-251-0	Janitorial	0.00	0.00	13,000.00
2-72-04-251-2	R & M - Equipment (Kitchen)	0.00	0.00	4,000.00
2-72-04-252-0	Contracted Services	170.52	341.04	7,500.00
2-72-04-252-2	R & M - Machinery	79.50	625.45	10,000.00
2-72-04-253-2	R & M - Irrigation	6,112.29	6,112.29	10,000.00
2-72-04-254-2	R & M - Golf Carts	308.86	1,013.98	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	53.42	107.91	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	431.08	431.08	1,000.00
2-72-04-274-0	Insurance	161.00	19,811.09	19,650.09
2-72-04-290-0	Waste Control	0.00	0.00	7,500.00
2-72-04-290-2	Contracted Services	0.00	0.00	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	3,923.46	4,166.60	19,500.00
2-72-04-510-7	General Goods & Supplies - Kitchen	0.00	0.00	23,800.00
2-72-04-510-8	General Goods & Supplies - Janitorial	0.00	84.38	6,000.00
2-72-04-511-0	Liquor Purchases	0.00	0.00	80,000.00
2-72-04-511-1	Pop & Beverage Purchases	0.00	0.00	18,000.00
2-72-04-511-2	Food Purchases	0.00	0.00	140,000.00
2-72-04-511-4	Bar Goods Purchases	140.85	140.85	12,000.00
2-72-04-512-0	PPE Clothing/Boots/Gloves	0.00	56.93	1,000.00
2-72-04-513-0	Golf Course Short/Over	945.00	945.00	0.00
2-72-04-514-0	Pro Shop Merchandise	46,756.87	50,699.87	125,000.00
2-72-04-520-0	Equipment/Vehicles Parts & Supplies	0.00	430.37	3,000.00
2-72-04-521-0	Fuel	173.07	506.80	34,000.00
2-72-04-524-2	Small Tools & Equipment	0.00	299.99	1,000.00
2-72-04-530-2	Construction & Maintenance Materials	284.63	303.24	35,500.00
2-72-04-531-0	Chemicals/Fertilizer	230.87	230.87	50,000.00
2-72-04-532-0	Plants & Shrubs	0.00	0.00	2,500.00
2-72-04-533-0	Tree Replacement	0.00	0.00	1,000.00
2-72-04-534-0	Grounds Material	26.99	26.99	9,000.00
2-72-04-543-0	Gas	2,107.65	4,352.88	18,991.00
2-72-04-544-0	Power	1,559.62	2,894.74	36,583.00
2-72-04-592-0	Junior Golf Program	0.00	0.00	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	870.88	11,152.02	35,000.00
TOTAL		102,471.42	207,473.87	1,788,774.99
Arena Expense				
2-72-06-110-0	Wages	25,189.52	73,029.75	281,278.06
2-72-06-111-0	Wages - Concession	4,870.80	16,196.60	24,500.00
2-72-06-130-0	Benefits	4,869.56	14,640.82	61,273.39
2-72-06-148-0	Training & Conferences	25.58	760.58	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

AGENDA ITEM #c)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-06-215-0	Telecommunications	232.50	670.93	2,600.00
2-72-06-250-1	R&M - Ice Plant	133.75	5,110.15	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	137.54	2,972.82	59,500.00
2-72-06-253-0	R&M - Equipment	176.00	1,793.83	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	810.00	2,400.00
2-72-06-290-1	Contracted Services	0.00	0.00	5,000.00
2-72-06-291-0	Programs & Events	550.78	2,785.33	42,000.00
2-72-06-510-0	General Goods & Supplies	907.32	3,510.88	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	9,520.72	20,984.48	25,000.00
2-72-06-521-0	Fuel	455.70	1,213.31	2,500.00
2-72-06-543-0	Gas	4,188.74	8,784.25	30,237.00
2-72-06-544-0	Power	7,113.29	13,935.36	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	401.08	1,257.55	4,200.00
2-72-06-920-0	Uncollectible Accounts	0.00	0.00	0.00
TOTAL		58,972.88	198,006.21	758,092.07
Parks Expense				
2-72-08-110-0	Wages	23,645.21	71,306.57	375,994.10
2-72-08-130-0	Benefits	4,643.48	13,985.27	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	0.00	2,000.00
2-72-08-214-0	Training & Conferences	0.00	0.00	4,000.00
2-72-08-215-0	Telecommunications	202.78	550.12	2,500.00
2-72-08-224-0	Memberships	0.00	0.00	500.00
2-72-08-250-2	R&M - Equipment	120.64	1,966.75	13,000.00
2-72-08-250-3	R&M - Playground	0.00	0.00	1,000.00
2-72-08-251-2	R&M - Vehicle	0.00	0.00	3,000.00
2-72-08-263-2	Equipment Rental/Lease	0.00	0.00	1,500.00
2-72-08-274-0	Insurance	0.00	10,104.92	10,104.92
2-72-08-290-0	Purchased Services	0.00	300.00	15,000.00
2-72-08-291-0	Waste Control	0.00	0.00	0.00
2-72-08-510-0	General Goods & Supplies	746.10	8,795.44	20,000.00
2-72-08-520-0	Equipment/Vehicles Parts & Supplies	11.15	720.81	2,550.00
2-72-08-521-0	Fuel	909.30	1,804.95	20,000.00
2-72-08-524-2	Small Tools & Equipment	90.48	2,040.79	3,750.00
2-72-08-530-2	Construction & Maintenance Materials	126.08	6,043.63	8,570.00
2-72-08-531-0	Chemicals/Spray	0.00	0.00	13,260.00
2-72-08-532-0	Plants & Shrubs	0.00	0.00	12,500.00
2-72-08-533-0	Tree Replacement	0.00	0.00	10,000.00
2-72-08-534-0	Grounds Materials	0.00	0.00	5,000.00
2-72-08-593-0	Carstairs Nature Space	0.00	0.00	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	0.00	0.00
2-72-10-510-0	Concession - General Goods & Supplies	0.00	0.00	500.00
2-72-56-250-0	R&M - Cemetery	0.00	190.56	7,500.00
TOTAL		30,495.22	117,809.81	611,387.78
Campground Expense				
2-72-99-110-0	Wages	926.36	2,777.00	42,613.57

AGENDA ITEM #c)

General Ledger	Description	March 31, 2025 Actual	2025 YTD Actual	2025 Budget
2-72-99-130-0	Benefits	187.34	556.40	8,948.85
2-72-99-215-0	Telecommunications	112.95	330.90	1,300.00
2-72-99-220-0	Advertising	0.00	0.00	500.00
2-72-99-252-2	R&M - Buildings/Plumbing/Gas	0.00	0.00	2,500.00
2-72-99-290-0	Waste Control	0.00	0.00	1,000.00
2-72-99-510-0	General Goods & Supplies	0.00	0.00	2,500.00
2-72-99-510-1	Firewood	0.00	0.00	3,000.00
2-72-99-520-0	Equipment/Vehicle Parts & Supplies	0.00	0.00	300.00
2-72-99-521-0	Fuel	0.00	0.00	200.00
2-72-99-530-2	Construction & Maintenance Materials	0.00	0.00	1,000.00
2-72-99-543-0	Gas	212.44	436.32	1,896.00
2-72-99-544-0	Power	202.29	311.57	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	0.00	350.00
TOTAL		1,641.38	4,412.19	77,298.42
Community Hall Expense				
2-74-02-110-0	Wages	783.36	2,350.08	10,183.55
2-74-02-130-0	Benefits	156.82	470.46	2,138.55
2-74-02-210-0	Freight & Postage	48.90	48.90	200.00
2-74-02-215-0	Telecommunications	133.64	400.92	1,420.00
2-74-02-250-0	Purchased Repairs & Maintenance	909.39	1,694.58	11,000.00
2-74-02-252-0	Janitorial	455.00	1,015.00	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	420.00	1,260.00
2-74-02-510-0	General Goods & Supplies	88.40	94.48	22,500.00
2-74-02-543-0	Gas	853.89	1,735.78	5,449.00
2-74-02-544-0	Power	648.50	1,059.00	6,425.00
2-74-02-620-0	Loss on Disposal	0.00	0.00	0.00
TOTAL		4,287.90	18,688.07	77,174.97
Library Expense				
2-74-04-110-0	Wages	333.88	677.14	4,249.44
2-74-04-130-0	Benefits	66.35	177.04	892.38
2-74-04-250-0	Purchased Repairs & Maintenance	380.50	380.50	4,000.00
2-74-04-544-0	Power	665.76	(653.14)	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	64,531.50	64,531.50	258,126.00
2-74-04-765-1	Parkland Regional Library System	0.00	12,012.35	48,049.38
TOTAL		65,977.99	77,125.39	315,317.20
Museum Expense				
2-74-06-110-0	Wages	0.00	0.00	0.00
2-74-06-130-0	Benefits	0.00	0.00	0.00
TOTAL		0.00	0.00	0.00
TOTAL EXPENSES		1,283,542.75	2,563,638.63	14,035,998.91
(SURPLUS) / DEFICIT			763,079.95	(2,385,224.63)
Revenue Taxes (18)			0.00	(8,749,026.34)
Revenue Other (2)			(1,800,558.68)	(7,672,197.20)
Proceeds from Sales (9)			0.00	0.00
Expenses (1)			1,950,412.22	10,810,653.87
Requisition Expense (1b)			613,226.41	3,225,345.04
Loss on Disposal (13b)			0.00	0.00

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	0.00	24,000.00
3-72-06-630-1	2025-0002	Deep Fryer (includes suppression cost)	0.00	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	0.00	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	0.00	4,417.65
3-23-00-630-1	2025-0007	6 Sets of Bunker Gear	0.00	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	0.00	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)	0.00	20,000.00
3-72-04-630-1	2025-0013	Driving Range Picker	0.00	7,000.00
3-72-04-630-1	2025-0014	Cage of Picker Equipment	0.00	5,000.00
3-72-04-645-1	2025-0015	Fencing Northside of Parking Lot & Gate	0.00	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	111.30	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	0.00	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	5,334.00	55,000.00
3-41-00-610-1	2025-0024	Water Reservoir	45,709.26	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	0.00	15,900.00
3-72-99-620-1	2025-0030	Campground Furnaces, Hot Water Tanks & Radiant Heating	0.00	12,000.00
TOTAL			388,537.61	10,617,639.65

TOWN OF CARSTAIRS CAPITAL REPORT

NON-TAX REVENUE

GL Number	Description	March 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	-	-	711,202.00	58,908.34						
5-41-00-840-1	Canadian Community Building Fund	-	-	335,343.00	298,191.77						
5-37-00-565-0	Off site levies (Storm)	-	-	50,857.00				50,857.00			
5-41-00-565-0	Off site levies (Water)	-	-	30,101.00				30,101.00			
5-42-00-565-0	Off site levies (Sanitary)	-	-	182,340.00				182,340.00			
5-32-00-565-0	Off site levies (Transportation)	-	-	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	6,857.37	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	-	-	16,754.44					16,754.44		
5-37-00-551-0	Investment Income - Off-Site Storm	-	-	10,827.29					10,827.29		
5-41-00-551-0	Investment Income - Off-Site Water	-	-	15,358.73					15,358.73		
5-42-00-551-0	Investment Income - Off-Site Sanitary	-	-	12,207.94					12,207.94		
5-26-00-551-0	Investment Income - Policing	-	-	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			
4-00-00-711-0	Equipment Capital Reserve - VFD Pump 2							15,000.00			
4-00-00-710-0	Operations Stabilization - Telephone System							20,000.00			
4-00-00-710-0	Operations Stabilization - Land Use Bylaw							16,189.24			
4-00-00-710-0	Operations Stabilization - Lift Station Transfer Switch							4,290.56			
4-72-04-711-0	Junior Golf				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	19,667.58	20,336.43	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		37,323.37	2,677,236.80	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)

Kayleigh Van Es

From: Paula Schmick-Roy
Sent: March 26, 2025 1:43 PM
To: Kayleigh Van Es
Subject: FW: ALBERTA/ NWT COMMAND -ROYAL CANADIAN LEGION - MILITARY SERVICE RECOGNITION BOOK
Attachments: Ratesheet.pdf

Hi!

For the next council meeting please 😊

Paula Schmick-Roy
Director of Community Services
Town of Carstairs

From: John Richards <jrichards@campaign-office.com>
Sent: Wednesday, March 26, 2025 11:35 AM
To: Paula Schmick-Roy <paulas@carstairs.ca>
Subject: ALBERTA/ NWT COMMAND -ROYAL CANADIAN LEGION - MILITARY SERVICE RECOGNITION BOOK

Hello Paula,

Please find enclosed a written request for your support for the **Alberta - NWT Command Royal Canadian Legion's 19th annual Military Service Recognition Book**, honoring and recognizing our Veterans.

We are profoundly indebted to our Veterans. Their extraordinary service and commitment have afforded us the rights and freedoms that are merely a dream to millions of people around the globe. The Royal Canadian Legion provides Alberta and the NWT's Veterans with unwavering support and our annual digital Military Service Recognition Book is a fitting tribute to our Veterans.

We would be honored to count on **TOWN OF CARSTAIRS** to support and show appreciation to our Veterans by purchasing the **BUSINESS CARD COLOR AD FOR \$415 AGAIN** in our next edition.

Here is a copy of your business card color ad from the very last book to review.



If you require any additional information, please reply to this email or phone me at our toll-free number below.

Thank you again for your consideration.

I look forward to hearing from you.

Respectfully,

John Richards

Advertising Rep/Military Service Recognition Book

Alberta / NWT Command - Royal Canadian Legion

Campaign Office 1-888-404-1877





**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 19th 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://abnwtleion.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,

Rosalind LaRose
President



MSR Guide



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

“Military Service Recognition Book”

Advertising Prices

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Full Page	\$1,447.62	+	\$72.38	=	\$1,520.00
½ Page (Full Colour)	\$1,085.71	+	\$54.29	=	\$1,140.00
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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

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(Campaign Office)
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Calgary, AB T2P 2M6



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adcopy can be emailed to: abcl@fenety.com

Kayleigh Van Es

From: Paula Schmick-Roy
Sent: March 28, 2025 8:27 AM
To: Kayleigh Van Es
Subject: FW: Request for Carstairs Community Hall Rental Discounted Rates
Attachments: HEROES WANTED POSTER.png

Morning,

For the next council meeting please.

Paula Schmick-Roy
Director of Community Services
Town of Carstairs

From: - MVCHA - <mv.cha@hotmail.com>
Sent: Thursday, March 27, 2025 10:27 PM
To: Paula Schmick-Roy <paulas@carstairs.ca>
Subject: Request for Carstairs Community Hall Rental Discounted Rates

PO Box 1123
Carstairs, AB T0M 0N0

Mar 27, 2025

To: Town Council
Town of Carstairs
844 Centre Street
Carstairs, AB T0M 0N0

Dear Sirs/Madams:

We hope this email finds you well.

We are Mountain View Christian Homeschooling Association (MVCHA), a collection of homeschooling families across Mountain View County that has been running since early 2000. We are an unofficial non-profit organization; our sole goal is to provide a space for homeschoolers to gather together, socialize, and participate in a variety of extracurricular programs without monetary gain,

One of MVCHA's longest standing programs is our drama program, which aims to give students an appreciation of the arts and a chance to demonstrate their knowledge in front of a live audience at the end of the year, a culmination of nine months of work.

This May, MVCHA will be presenting "Heroes Wanted", a live Western theatre production featuring student ranging from 10 to 18. Of MVCHA's nine live performances, it will be the fifth performed at the Carstairs Community Hall. We find the Hall to be an excellent venue to host these plays, and will continue to use it in the future.

Every year, MVCHA has performed various fundraisers to raise the necessary money to provide for costumes, props, sound equipment, backdrops, and the venue. Unfortunately, this year, our fundraising efforts have not raised as much as we would have hoped, and we find ourselves stretching to cover the costs.

We are emailing to humbly inquire if there would be any possibility of a discount in the price of renting the Town Hall, given our budget constraints. We appreciate all of you for taking the time to consider our request. We thank you for your time, and look forward to hearing from you.

Sincerely,
Parm Brown

On behalf of the

MVCHA Executive Committee

Enclosures: Poster of Upcoming Performance of "Heroes Wanted"

Kayleigh Van Es

From: Rick Blair
Sent: April 9, 2025 3:01 PM
To: Kayleigh Van Es; Shannon Allison
Subject: FW: 2025 grad party.

For council...

From: Corriena Fox <[REDACTED]>
Sent: Wednesday, April 9, 2025 2:52 PM
To: Rick Blair <[REDACTED]>
Subject: FW: 2025 grad party.

Here is the letter from grad asking for the grounds and a few other things so you can take it to council. I wasn't sure if they sent you one.

Corriena Fox
Director of Operational Services
Town of Carstairs
403.337.3446
www.carstairs.ca



From: Chelsey Reid <[REDACTED]>
Sent: April 9, 2025 10:59 AM
To: Corriena Fox <[REDACTED]>
Subject: 2025 grad party.

Good morning Corriena,

Oh behalf of the Carstairs grad class I would like inquire about the use of the old dump site for this year's grad party. The date is Friday June 27th.

If approval is granted my next question is can we also have use of the two porta potties, the generator with the light tower, and a few garbage bins and recycle bins. We typically like to set up the day before the grad party as to make the day of grad a little less hectic.

Look forward to hearing from you!

Thank you,

Chelsey Reid