



**REGULAR COUNCIL MEETING AGENDA  
CARSTAIRS MUNICIPAL OFFICE  
MONDAY, APRIL 8, 2024, 7:00 P.M.**

Page

**1. CALL TO ORDER**

**2. ADDED ITEMS**

**3. ADOPTION OF AGENDA**

a) Adoption of agenda of April 8, 2024

**Motion:** To adopt the agenda of April 8, 2024

**4. ADOPTION OF MINUTES**

3 - 6

a) Adoption of minutes of March 25, 2024(addendum 4.a)

**Motion:** To adopt the minutes of March 25, 2024



**5. BUSINESS ARISING FROM PREVIOUS MEETING**

7 - 54

a) 2024 Budget (addendum 5.a)



**6. DELEGATIONS**

**7. BYLAWS AND POLICIES**

55 - 56

a) Bylaw No. 2050 Mill Rate 2024 (addendum 7.a)



**8. NEW BUSINESS**

57

a) 2024 RCMP Policing Priorities (addendum 8.a)



**9. COMMITTEE REPORTS**

a) POLICIES & PRIORITIES COMMITTEE

b) MOUNTAIN VIEW REGIONAL WASTE COMMISSION

c) MOUNTAIN VIEW REGIONAL WATER COMMISSION

d) MOUNTAIN VIEW SENIORS HOUSING

e) RED DEER RIVER MUNICIPAL USERS GROUP

**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**

58 - 59

- a) Arbor Day 2024 (addendum 11.a)



**12. CAO'S REPORT**

**13. COUNCILOR CONCERNS**

**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).

**17. ADJOURNMENT**

**MINUTES OF THE REGULAR COUNCIL MEETING  
MONDAY, MARCH 25, 2024, 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 25, 2024, to order at 7:06 p.m.

**ADDED ITEMS:** Nil

**ADOPTION OF AGENDA:**  
Motion 123/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of March 25, 2024, as presented. **CARRIED**

**ADOPTION OF PREVIOUS MINUTES:**  
Motion 124/24 Motion by Councilor Wilcox to adopt the Public Hearing minutes of March 11, 2024, as presented. **CARRIED**

Motion 125/24 Motion by Councilor Ball to adopt the Regular Council minutes of March 11, 2024, as amended. **CARRIED**

**BUSINESS ARISING FROM PREVIOUS MEETING:** Nil

**DELEGATIONS:** **1. MNP LLP – 2023 Audit**  
Shawn Pilling of MNP LLP presented the 2023 audit. Stating that no notable deviations or issues were encountered. Commending S. Allison for a clean audit with no financial modifications required. It is rare to have no asset retirement obligations, but the town has done an excellent job with environmental infrastructure. There has been no evidence of fraud, and they are in compliance with all applicable laws, financial policies, and regulations. The auditors' judgment as of December 31, 20 financial statements presents a fair and clean audit opinion. The statement of financial situation demonstrates that the municipality is in good financial condition and has the necessary services to meet the demands of the community.

Councilor Wilcox thanked the auditors for their work. Offering huge kudos to S. Allison and the team for a clean audit with no adjustments.

Councilor Fricke thanked the auditors for their presentation and offered kudos as well to S. Allison and the financial team.

Council thanked the auditors for the presentation.

Motion 126/24 Motion by Councilor Fricke to accept the 2023 Audit from MNP LLP as information. **CARRIED**

**BYLAWS & POLICIES:** **1. Policy No. 12-008-24 Employee Computer/Cell Purchase Policy-Amended**  
Policy No. 12-008-24 Employee Computer/Cell Purchase Policy was presented at the Policies & Priorities Committee meeting with the recommendation to send to Council for ratification.

Motion 127/24 Motion by Councilor Ball to adopt Policy No. 12-008-24 Employee Computer/Cell Purchase Policy, as amended. **CARRIED**

**2. Policy No. 12-030-24 Safety Policy-Amended**  
Policy No. 12-030-24 Safety Policy was presented at the Policies & Priorities Committee meeting with the recommendation to send to Council for ratification.

Motion 128/24 Motion by Councilor Ratz to adopt Policy No. 12-030-24 Safety Policy, as amended. **CARRIED**

**3. Bylaw No. 646 Loitering Bylaw- For Repeal**

Motion 129/24 Motion by Councilor Wilcox to repeal Bylaw No. 646 Loitering Bylaw. **CARRIED**

**NEW BUSINESS:**

**1. Surety Bond RFD**

Council reviewed a request for decision asking to allow developers to use surety bonds as development security. Recommendation that Council endorse the use of surety bonds as an acceptable form of development security in the Town of Carstairs.

Motion 130/24 Motion by Councilor Ball to approve the RFD and endorse the use of Surety Bonds as development security in the Town of Carstairs. **CARRIED**

**2. Employee Handbook**

Council reviewed the employee handbook.

Motion 131/24 Motion by Councilor Ratz to adopt the Employee Handbook as presented. **CARRIED**

**3. Health & Safety Manual**

Council reviewed the Health & Safety Manual.

Motion 132/24 Motion by Councilor Roberts to adopt the Health & Safety Manual as presented. **CARRIED**

**COMMITTEE REPORTS:**

**1. Policies & Priorities Committee**

-Council reviewed the minutes of the March 21, 2024, meeting.

**2. Mountain View Regional Waste Commission**

-Next meeting April 22, 2024.

**3. Mountain View Regional Water Commission**

- Councilor Roberts gave a verbal summary of the meeting on March 20, 2024.

**4. Mountain View Seniors' Housing**

-Next meeting on March 28, 2024, will review the year-end audit report. Councilor Fricke attended the ASCHA conference in Calgary, focusing on lodge modernization targeting the replacement and development of rural lodges with smaller rooms and chronic vacancies.

**5. Red Deer River Municipal Users Group**

-Councilor Roberts gave a verbal summary of the meeting on March 21, 2024.

Motion 133/24 Motion by Councilor Wilcox to accept all Committee Reports as information. **CARRIED**

**COUNCILOR REPORTS:**

**Councilor Ball**

-March 21, 2024 attended Policies & Priorities committee meeting.

**Councilor Fricke**

-March 12, 2024, attended day 2 of the ASCHA conference in Calgary.

-March 13, 2024, attended day 3 of the ASCHA conference in Calgary.

-March 14, 2024 attended the Prairie Mountain Health Advisory Council Community Engagement Webinar.

-March 21, 2024 attended Policies & Priorities Committee meeting.

-March 25, 2024, attended the Audit Presentation prior to Council.

**Councilor Ratz**

- March 20, 2024, attended Heritage Festival Committee meeting.

-March 21, 2024 attended Policies & Priorities Committee meeting.

-March 25, 2024, attended the Audit Presentation prior to Council.

**Councilor Roberts**

-March 4, 2024, attended Municipal Planning Committee meeting.

-March 6, 2024, attended CNS meeting.

-March 6, 2024, attended Drought Committee meeting.

-March 8, 2024, attended Junior Gardener meeting.

-March 16, 2024, attended Golf Show in Calgary.

- March 18, 2024, attended Meet & Greets at RMA in Edmonton meeting.
- March 20, 2024, attended Mountain View Regional Water Commission meeting.
- March 21, 2024, attended Red Deer River Municipal Users Group meeting.
- March 22, 2024, attended Arbor Day planning meeting.
- March 23, 2024, attended Concert at the Museum where they received a grant to support their concert series.
- March 25, 2024, attended the Audit Presentation prior to Council.

**Councilor Wilcox**

- March 15, 2024, attended a youth environmental scan in Olds.
- March 18, 2024 attended Carstairs Library Board meeting.
- March 20, 2024, attended MPC meeting.
- March 21, 2024, attended Parkland Executive Meeting.
- March 21, 2024, attended Policies & Priorities Committee meeting.
- March 25, 2024, attended the Audit Presentation prior to Council.

**Deputy Mayor Allan**

- March 13-15, 2024 attended the Municipal Leaders Caucus in Edmonton.
- March 20, 2024 attended MPC meeting.
- March 21, 2024 attended Policies & Priorities Committee meeting.
- March 25, 2024, attended the Audit Presentation prior to Council.

Motion 134/24                      Motion by Councilor Fricke to accept all Councilor Reports as information.

**CARRIED**

**CORRESPONDENCE:**

**1. Rosebud Health Foundation-Request for sponsorship**  
Council reviewed the letter from the Rosebud Health Foundation, looking for sponsorship at the 2<sup>nd</sup> Annual Spring Fling on April 20, 2024.

Councilor Fricke would like to see more of a report on how it is integrated into the community, Council agreed to have administration look into it further before offering sponsorship.

Motion 135/24                      Motion by Councilor Fricke to direct administration to further investigate the Rosebud Health Foundation and revisit the sponsorship request.

**CARRIED**

**CAO’S REPORT:**

- March 12, 2024, met with Circular Materials to discuss the transition to Extended Producer Recycling (EPR).
- March 13 -15, 2024, attended the Municipal Leaders Caucus met with Minister Nixon and had a brief meeting with Minister Ellis, thanking him for the Policing Grant and letting him know of the progress. Discussions on Cyber security, as it is high on all municipalities’ radars, possible droughts and scenarios.
- March 18-19, 2024, meetings regarding budget.
- March 19, 2024, with Kirk met with Mike Stasiuk of the Town of Canmore concerning development and how to deal with developers.
- March 20, 2024, MPC meeting.
- March 20, 2024, met with the owner of an illegal rental suite. Will be looking into how to deal with these situations in the future.
- March 21, 2024, met with the lawyer regarding the Reservoir agreement with Kitstone.
- March 21, 2024, Policies & Priorities meeting.
- March 25, 2024, attended the Audit Presentation prior to Council.
- March 25, 2024, received an email from the Carstairs Museum stating that due to changes made in Bylaw No. 2017, the Museum was awarded grant money.

Motion 136/24                      Motion by Councilor Ball to accept CAO’s Report as information.

**CARRIED**

**COUNCILOR CONCERNS:**

**1. Councilor Wilcox**  
It was echoed that cyber security is currently a hot topic. Also highlighting that Carstairs needs a youth facility; it would be wise to start thinking about a location for this in the near future.

Motion 137/24                      Motion by Councilor Ratz to accept all Councilor Concerns as information.

**CARRIED**

**PUBLIC QUESTION PERIOD:**

**Trevor Marshall of 803 Beckner Crescent**

Presented again, asking why three residents at 803, 835, and 837 Beckner Crescent were not included as adjacent landowners, as he believed by the MGA they should have been. Deputy Mayor Allan stated that because a road separates the properties, they are not contiguous and so do not qualify as adjacent landowners under the MGA. T. Marshall also questioned why his documents were not presented to Council during the public hearing on March 11, 2024. It was answered that there was no new information presented, and because he was speaking on behalf of the letters, they did not need to be distributed. T. Marshall was not satisfied with the answers provided.

**MEDIA QUESTION PERIOD:**

**Nil**

**CLOSED MEETING:**

**CONFIDENTIAL** Section 237 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 138/24

Motion by Councilor Wilcox that Council close the meeting to the public to discuss third party privacy as per Section 16 of FOIP at 7:45 p.m.

**CARRIED**

Motion 139/24

Motion by Councilor Wilcox to come out of the closed meeting session at 7:58 p.m.

**CARRIED**

**NEXT MEETING:**

Monday, April 8, 2024 at 7:00 p.m.

**ADJOURNMENT:**  
Motion 140/24

Motion by Councilor Ball to adjourn the meeting of March 25, 2024, at 7:59 p.m.

**CARRIED**

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**Dean Allan, Deputy Mayor**

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



***2024 Budget Document***

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**Approved April 8, 2024**

**TOWN OF CARSTAIRS BUDGET****2024**

## Assessment & Taxation

### What is Property Assessment?

“Property assessment is the process of assigning a dollar value to a property for taxation purposes. In Alberta property is taxed based on the *ad valorem* principle. *Ad valorem* means “according to value.” This means that the amount of tax paid is based on the value of the property.”

Source: [http://www.municipalaffairs.alberta.ca/1538.cfm#What\\_is\\_Property\\_Assessment](http://www.municipalaffairs.alberta.ca/1538.cfm#What_is_Property_Assessment)

### What is Property Tax?

“Property taxes are a primary source of revenue for municipalities. Property taxes are used to finance local programs and services, such as:

- Infrastructure construction and maintenance
- Libraries, parks and recreation facilities
- Police and fire protection
- Community programs and grants
- Seniors’ lodges
- Education

Each municipality is responsible for ensuring that each property owner pays their share of taxes. Property assessment is the method used to distribute the tax burden among property owners in a municipality.” Source: [http://www.municipalaffairs.alberta.ca/1538.cfm#What\\_is\\_Property\\_Assessment](http://www.municipalaffairs.alberta.ca/1538.cfm#What_is_Property_Assessment)

### What is School Tax?

“In 1994, the Government of Alberta established the Alberta School Foundation Fund (ASFF). This fund makes certain that the education property tax is accounted for separately from general revenues.

Every year the province calculates, based on assessment value, the amount each municipality must contribute towards the public education system. Municipalities collect the education property tax and then forward it to the province for deposit into the ASFF.” Source: <http://education.alberta.ca/admin/funding/tax/facts.aspx>



**TOWN OF CARSTAIRS BUDGET**

**2024**

**Town of Carstairs Mill Rates**

Each year, Council, during its budgetary process, approves the amount of revenue required to operate the municipality. From this amount they subtract the known revenues, such as grants, licenses, permits and so on. The remainder represents the amount of money to be raised by property taxes. The amount to be raised is divided by the total assessed value of all the property in the municipality and multiplied by 1,000 to decide the tax rate, also known as the “Mill Rate.”

Town Council continues to remain fiscally responsible and has made a concerted effort to curb spending when reasonable to do so.

The table below outlines the mill rate trends since 2020.

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>General Municipal</b>					
Residential	0.006500	0.006500	0.006400	0.005500	0.005500
Non-Residential	0.008313	0.008313	0.008313	0.008313	0.008313
Machinery & Equipment	0.008313	0.008313	0.008313	0.008313	0.008313
Special Vacant Res	0.000000	0.000000	0.000000	0.000000	0.000000
<b>Alberta School Foundation Fund</b>					
Residential	0.002582	0.002611	0.002510	0.002114	0.002394
Non-Residential	0.003732	0.003687	0.003849	0.003746	0.003584
<b>Mountain View Seniors Housing Authority</b>					
Residential / Non-Residential	0.000385	0.000381	0.000349	0.000344	0.000369
<b>Mountain View Regional Waste Management Commission</b>					
Residential / Non-Residential	0.000176	0.000161	0.000150	0.000157	0.000065
<b>Policing</b>					
Residential / Non-Residential	0.000140	0.000197	0.000245	0.000356	0.000336
<b>Designated Industrial</b>					
Non-Residential	0.000076	0.000077	0.000077	0.000075	0.000077

**TOWN OF CARSTAIRS BUDGET**

**2024**

**3 Year Operating Budget**

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Revenue</b>			
Taxes and Requisitions	7,796,860.82	7,952,798.04	8,151,617.99
Other Revenue	696,820.00	710,756.40	728,525.31
General Administration	248,936.00	17,748.00	18,191.70
Communications	500.00	510.00	522.75
Fire Department	344,298.28	351,184.25	359,963.85
Emergency Management	-	-	-
Policing	53,550.00	54,621.00	55,986.53
Roadways	1,000.00	1,020.00	1,045.50
Stormwater	-	-	-
Water	1,510,380.00	1,540,587.60	1,579,102.29
Sanitary	785,232.00	800,936.64	820,960.06
Garbage	569,588.00	580,979.76	595,504.25
Planning	21,100.00	21,522.00	22,060.05
Asset Management	-	-	-
Community Services	164,286.00	162,652.88	164,395.65
Development	160,500.00	163,710.00	167,802.75
Lands and Buildings	135,717.51	123,917.51	123,917.51
Golf Course	1,703,000.00	1,737,060.00	1,780,486.50
Arena	385,948.46	393,667.43	403,509.11
Parks	151,232.77	154,257.43	158,113.86
Campground	98,000.00	99,960.00	102,459.00
Community Hall	38,285.63	39,051.34	40,027.63
Library	33,482.80	34,152.46	35,006.27
<b>Total Revenue</b>	<b>14,898,718.27</b>	<b>14,941,092.73</b>	<b>15,309,198.56</b>
<b>Expenses</b>			
Legislative	336,907.32	343,645.47	352,236.61
Taxes and Requisitions	2,836,603.23	2,893,335.30	2,965,668.68
General Administration	1,535,588.62	1,415,970.19	1,450,619.45
Communications	52,700.00	53,754.00	55,097.85
Fire Department	596,356.61	608,283.74	623,490.83
Emergency Management	41,839.74	42,676.53	43,743.45
Policing	459,978.35	469,177.92	480,907.37
Roadways	982,098.89	1,001,740.87	1,026,784.39
Storm Water	40,233.71	41,038.39	42,064.35
Water	1,406,478.87	1,434,608.45	1,470,473.66
Sanitary	208,624.03	212,796.51	218,116.42
Garbage	405,480.97	413,590.59	423,930.36
Planning	245,827.49	250,744.04	257,012.64
Asset Management	203,551.20	207,622.22	212,812.78

**TOWN OF CARSTAIRS BUDGET**

**2024**

Community Services	408,266.29	416,421.61	426,819.65
Development	270,477.49	275,887.04	282,784.21
Lands and Buildings	352,732.31	359,786.96	368,781.63
Golf Course	1,641,629.61	1,674,390.20	1,716,159.96
Arena	696,928.57	710,867.14	728,638.82
Parks	622,620.38	635,072.79	650,949.61
Campground	73,616.94	75,089.28	76,966.52
Community Hall	84,288.17	85,973.93	88,123.28
Library	292,753.82	298,608.90	306,074.12
<b>Total Expenses</b>	<b>13,795,582.62</b>	<b>13,921,082.07</b>	<b>14,268,256.62</b>

**Surplus of revenue over expenses**      **(1,103,135.67)**      **(1,020,010.66)**      **(1,040,941.94)**

**Adjustment for cash items that are not revenues and expenses (but are sources or uses of funds)**

Capital revenues	(1,285,463.73)
Capital expenditures	1,283,240.44
New Debt Proceeds	(500,912.93)
Debt principal repayment	858,309.21
Debt interest (Capital + Operating)	140,892.44
Transfers to reserves from operations	772,506.19
Transfers to operations from reserves	-
Transfer to capital from reserves	(250,500.00)
<b>Budget balance</b>	<b>(85,064.05)</b>

<b>Schedule 1</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Residential	4,981,076.85	5,080,698.38	5,207,715.84
Non-Residential	648,542.74	661,513.60	678,051.44
ASFF - Residential	1,910,779.85	1,948,995.45	1,997,720.33
ASFF - Non-Residential	255,531.81	260,642.45	267,158.51
Designated Industrial Property	929.57	948.16	971.87
	<b>7,796,860.82</b>	<b>7,952,798.04</b>	<b>8,151,617.99</b>
Less: Requisitions			
Policing	292,394.00	298,241.88	305,697.93
Mountain View Waste Commission	56,110.00	57,232.20	58,663.01
Mountain View Seniors Housing	320,858.00	327,275.16	335,457.04
Alberta School Foundation Fund (ASFF)	2,166,311.66	2,209,637.89	2,264,878.84
Designated Industrial Property	929.57	948.16	971.87
	<b>4,960,257.59</b>	<b>5,059,462.74</b>	<b>5,185,949.31</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**DEPARTMENT  
OPERATING  
BUDGETS**

**TOWN OF CARSTAIRS BUDGET**

**2024**

**3 Year Operating Budgetary Deficit (Surplus)**

Excludes Amortization and Capital

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Other Revenue	(696,820.00)	(710,756.40)	(728,525.31)
Taxes and Requisitions	(4,960,257.59)	(5,059,462.74)	(5,185,949.31)
Legislative	336,907.32	343,645.47	352,236.61
General Administration	1,286,652.62	1,398,222.19	1,432,427.75
Communications	52,200.00	53,244.00	54,575.10
Fire Department	252,058.33	257,099.49	263,526.98
Emergency Management	41,839.74	42,676.53	43,743.45
Emergency Services	406,428.35	414,556.92	424,920.84
Roadways	981,098.89	1,000,720.87	1,025,738.89
Storm Water	40,233.71	41,038.39	42,064.35
Water	(103,901.13)	(105,979.15)	(108,628.63)
Sanitary	(576,607.97)	(588,140.13)	(602,843.63)
Garbage	(164,107.03)	(167,389.17)	(171,573.90)
Planning	224,727.49	229,222.04	234,952.59
Asset Management	203,551.20	207,622.22	212,812.78
Community Services	243,980.29	253,768.73	262,424.00
Development	109,977.49	112,177.04	114,981.46
Lands and Buildings	217,014.80	235,869.45	244,864.12
Golf Course	(61,370.39)	(62,669.80)	(64,326.54)
Arena	310,980.11	317,199.71	325,129.70
Parks	471,387.61	480,815.36	492,835.75
Campground	(24,383.06)	(24,870.72)	(25,492.48)
Community Hall	46,002.54	46,922.59	48,095.65
Library	259,271.02	264,456.44	271,067.85
<b>OPERATIONAL NET DEFICIT (SURPLUS)</b>	<b>(1,103,135.67)</b>	<b>(1,020,010.66)</b>	<b>(1,040,941.94)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**LEGISLATIVE**

The Legislative budget deals with all costs associated and incurred by Municipal Council including per diems, fees for meetings and conferences, travel reimbursements and professional development.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Wages	64,168.00	65,451.36	67,087.64
Benefits - Council Remuneration	8,068.76	8,230.14	8,435.89
Benefits	13,475.28	13,744.79	14,088.41
Committee Per Diem	21,500.00	21,930.00	22,478.25
Remuneration	161,375.28	164,602.79	168,717.86
Travel, Meals & Accommodations	20,000.00	20,400.00	20,910.00
Training & Conferences	15,000.00	15,300.00	15,682.50
Telecommunications	1,600.00	1,632.00	1,672.80
Public Relations	15,400.00	15,708.00	16,100.70
Staff Relations	8,000.00	8,160.00	8,364.00
Memberships	7,730.00	7,884.60	8,081.72
Insurance	590.00	601.80	616.85
<b>Legislative Expenses</b>	<b>336,907.32</b>	<b>343,645.47</b>	<b>352,236.61</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>336,907.32</b>	<b>343,645.47</b>	<b>352,236.61</b>

Members of Council sit on various internal and external boards and committees and are compensated according to Rates & Fees Bylaw No. 2044.

The following table outlines the Council remuneration fees for 2024:

Mayor	\$28,212.48 / year
Deputy Mayor	\$24,544.80 / year
Councilors	\$21,723.60 / year
Per Diem - Less Than 2 Hours	\$90
Per Diem - Half Day	\$180
Per Diem - Full Day	\$360
Mileage	\$0.70 per km < 5000 km \$0.64 per km > 5000 km
Meals and accommodation at cost	Upon submission of valid receipts

**TOWN OF CARSTAIRS BUDGET**

**2024**

**MUNICIPAL GENERAL  
REVENUE & REQUISITIONS**

General Revenue is generated from Municipal Property Taxes. The *Municipal Government Act* defines "requisition" as any part of the amount required to be paid into the Alberta School Foundation Fund that is raised by imposing a tax rate, and any amount to be paid to a management body referred to in the *Alberta Housing Act*. The Town of Carstairs pays requisitions to the Alberta School Foundation Fund, Mountain View Seniors Housing Authority, and Mountain View Regional Waste Commission. This budget also includes the ATCO Gas Franchise Agreement and the Fortis Franchise Agreement.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Taxes - Residential	4,981,076.85	5,080,698.38	5,207,715.84
Taxes - Non-Residential	648,542.74	661,513.60	678,051.44
ASFF - Residential	1,910,779.85	1,948,995.45	1,997,720.33
ASFF - Non-Residential	255,531.81	260,642.45	267,158.51
Designated Industrial	929.57	948.16	971.87
<b>Taxes Revenue</b>	<b>7,796,860.82</b>	<b>7,952,798.04</b>	<b>8,151,617.99</b>
Penalties & Costs	75,000.00	76,500.00	78,412.50
Franchise Revenue	571,320.00	582,746.40	597,315.06
Investment Income	50,000.00	51,000.00	52,275.00
Fines & Costs	500.00	510.00	522.75
<b>General Municipal Revenue</b>	<b>696,820.00</b>	<b>710,756.40</b>	<b>728,525.31</b>
Policing	292,394.00	298,241.88	305,697.93
Mountain View Waste Commission	56,110.00	57,232.20	58,663.01
Mountain View Seniors Housing	320,858.00	327,275.16	335,457.04
ASFF	2,166,311.66	2,209,637.89	2,264,878.84
Designated Industrial	929.57	948.16	971.87
<b>Requisitions Expense</b>	<b>2,836,603.23</b>	<b>2,893,335.30</b>	<b>2,965,668.68</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(5,657,077.59)</b>	<b>(5,770,219.14)</b>	<b>(5,914,474.62)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**ADMINISTRATION**

The Administration budget includes administrative support for the Municipality as well as managing all Federal and Provincially legislative Acts and Regulations.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Sales of Goods & Services	300.00	306.00	313.65
Tax Certificates & Title Searches	16,000.00	16,320.00	16,728.00
Rental of Administrative Building	100.00	102.00	104.55
Other Revenue	1,000.00	1,020.00	1,045.50
Conditional Provincial Grants	231,536.00	-	-
<b>General Administration Revenue</b>	<b>248,936.00</b>	<b>17,748.00</b>	<b>18,191.70</b>
Wages	780,953.40	646,842.27	663,013.32
Benefits	100,444.18	102,453.07	105,014.39
Benefits - Wellness Program	30,000.00	30,000.00	30,000.00
Worker's Compensation Board	45,000.00	45,900.00	47,047.50
Freight & Postage	6,175.00	6,298.50	6,455.96
Travel, Meals & Accommodations	3,000.00	3,060.00	3,136.50
Training & Conferences	10,250.00	10,455.00	10,716.38
Telecommunications	11,500.00	11,730.00	12,023.25
Staff Relations	500.00	510.00	522.75
Memberships	1,890.00	1,927.80	1,976.00
Prof Services - Audit	28,100.00	28,662.00	29,378.55
Prof Services - Assessment	59,520.00	60,710.40	62,228.16
Prof Services - Legal	13,000.00	13,260.00	13,591.50
Computer Replacement	70,156.04	71,559.16	73,348.14
Prof Services - Computer Support	90,000.00	91,800.00	94,095.00
Prof Services - Other	12,500.00	12,750.00	13,068.75
Service Charges	100.00	102.00	104.55
Equipment Rental/Lease	11,800.00	12,036.00	12,336.90
Other General Services (Election)	15,000.00	15,300.00	15,682.50
Contracted Services	150,000.00	153,000.00	156,825.00
General Goods & Supplies	86,500.00	88,230.00	90,435.75
Fuel	200.00	204.00	209.10
Charges for Other Financial Services	8,000.00	8,160.00	8,364.00
Uncollectable Account	1,000.00	1,020.00	1,045.50
<b>General Administration Expenses</b>	<b>1,535,588.62</b>	<b>1,415,970.19</b>	<b>1,450,619.45</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>1,286,652.62</b>	<b>1,398,222.19</b>	<b>1,432,427.75</b>



**TOWN OF CARSTAIRS BUDGET**

**2024**

**COMMUNICATIONS**

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Other Revenue	500.00	510.00	522.75
<b>Communications Revenue</b>	<b>500.00</b>	<b>510.00</b>	<b>522.75</b>
Travel, Meals & Accommodations	200.00	204.00	209.10
Conference & Course Fees	1,000.00	1,020.00	1,045.50
Advertising	40,800.00	41,616.00	42,656.40
Memberships	600.00	612.00	627.30
Website Support	9,100.00	9,282.00	9,514.05
General Goods & Supplies	1,000.00	1,020.00	1,045.50
<b>Communications Expenses</b>	<b>52,700.00</b>	<b>53,754.00</b>	<b>55,097.85</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>52,200.00</b>	<b>53,244.00</b>	<b>54,575.10</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**FIRE DEPARTMENT**

The Fire Department is operated by the Town under the terms and conditions of the Fire Service Agreement with Mountain View County. The Department provides fire, medical and rescue service to the Town and to the County within the Carstairs Fire District. The Fire budget deals with expenses related to operating the Fire Department.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Fire Call Revenue	85,000.00	86,700.00	88,867.50
Other Revenue	12,500.00	12,750.00	13,068.75
Mountain View County	246,798.28	251,734.25	258,027.60
<b>Fire Department Revenue</b>	<b>344,298.28</b>	<b>351,184.25</b>	<b>359,963.85</b>
Wages	147,665.29	150,618.59	154,384.06
Benefits	31,009.71	31,629.90	32,420.65
Firefighter Appreciation	3,659.25	3,732.44	3,825.75
Firefighter Remuneration	115,360.00	117,667.20	120,608.88
Prof Services - Accounting, Legal, Computer	500.00	510.00	522.75
Freight & Postage	500.00	510.00	522.75
Travel, Meals & Accommodations	2,000.00	2,040.00	2,091.00
Training & Conferences	7,841.25	7,998.08	8,198.03
Telecommunications	7,300.00	7,446.00	7,632.15
Dispatch Services*	13,910.32	14,188.53	14,543.24
Advertising & Subscriptions	200.00	204.00	209.10
Fire Prevention	1,568.25	1,599.62	1,639.61
Memberships & Registrations	7,050.00	7,191.00	7,370.78
Investigation Costs	1,000.00	1,020.00	1,045.50
R&M - Buildings	3,500.00	3,570.00	3,659.25
Janitorial	8,400.00	8,568.00	8,782.20
R&M - Equipment	17,986.60	18,346.33	18,804.99
R&M - Vehicles	25,000.00	25,500.00	26,137.50
Insurance	23,575.70	24,047.21	24,648.39
General Goods & Supplies	30,659.08	31,272.26	32,054.07
General Goods & Supplies- Inventory	-	-	-
Uniforms	6,800.00	6,936.00	7,109.40
Equipment Replacement	29,121.16	29,703.58	30,446.17
Fuel	13,000.00	13,260.00	13,591.50
Gas	15,000.00	15,300.00	15,682.50
Power	20,000.00	20,400.00	20,910.00
Transfer to County	63,750.00	65,025.00	66,650.63
<b>Fire Department Expenses</b>	<b>596,356.61</b>	<b>608,283.74</b>	<b>623,490.83</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>252,058.33</b>	<b>257,099.49</b>	<b>263,526.98</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**EMERGENCY MANAGEMENT**

The Emergency Management budget ensures that the Committee has the necessary funding to develop and implement approved Emergency Response Plans that address local and regional situations.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Wages	24,536.97	25,027.71	25,653.41
Benefits	5,152.76	5,255.82	5,387.22
Travel, Meals & Accommodations	500.00	510.00	522.75
Training & Conferences	2,000.00	2,040.00	2,091.00
Telecommunications	1,000.00	1,020.00	1,045.50
Advertising	750.00	765.00	784.13
Memberships	500.00	510.00	522.75
Emergency Events	1,000.00	1,020.00	1,045.50
General Goods & Supplies	6,400.00	6,528.00	6,691.20
<b>Emergency Management Expenses</b>	<b>41,839.74</b>	<b>42,676.53</b>	<b>43,743.45</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>41,839.74</b>	<b>42,676.53</b>	<b>43,743.45</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**EMERGENCY SERVICES**

The Emergency Services budget includes the RCMP, Community Peace Officers, and animal control activities. The policing priorities continue to focus on the safety and security of residents through education, preventative programs and enforcement.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Dog Licenses	850.00	867.00	888.68
Dog Boarding Fees	200.00	204.00	209.10
Traffic Fines	50,000.00	51,000.00	52,275.00
Bylaw Fines	500.00	510.00	522.75
Other Revenue	2,000.00	2,040.00	2,091.00
<b>Policing Revenue</b>	<b>53,550.00</b>	<b>54,621.00</b>	<b>55,986.53</b>
Wages	293,730.04	299,604.64	307,094.76
Benefits	61,683.31	62,916.97	64,489.90
Freight & Postage	150.00	153.00	156.83
Travel, Meals & Accommodations	3,000.00	3,060.00	3,136.50
Training & Conferences	6,500.00	6,630.00	6,795.75
Telecommunications	25,000.00	25,500.00	26,137.50
Memberships	1,500.00	1,530.00	1,568.25
Computer Support	500.00	510.00	522.75
Contracted Services	2,550.00	2,601.00	2,666.03
Animal Control Expenses	1,500.00	1,530.00	1,568.25
Animal Control Veterinary Services	500.00	510.00	522.75
Safety Code Inspections	2,715.00	2,769.30	2,838.53
R&M - Vehicles	7,500.00	7,650.00	7,841.25
General Goods & Supplies	11,650.00	11,883.00	12,180.08
PPE Clothing/Boots/Gloves	2,500.00	2,550.00	2,613.75
Safety	4,000.00	4,080.00	4,182.00
Fuel	7,500.00	7,650.00	7,841.25
Programs	25,500.00	26,010.00	26,660.25
Citizens on Patrol	2,000.00	2,040.00	2,091.00
<b>Policing Expenses</b>	<b>459,978.35</b>	<b>469,177.92</b>	<b>480,907.37</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>406,428.35</b>	<b>414,556.92</b>	<b>424,920.84</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**ROADWAYS**

The roadway budget is dedicated for the repair and maintenance of the roadways, laneways, sidewalks and pathways. The budgetary funds ensure the safety of traffic and pedestrians through lighting, signage, and signalization throughout the community.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Sale of Goods & Services	500.00	510.00	522.75
Other Revenue	500.00	510.00	522.75
Provincial Conditional Grant - STEP	-	-	-
<b>Roadways Revenue</b>	<b>1,000.00</b>	<b>1,020.00</b>	<b>1,045.50</b>
Wages	338,265.20	345,030.50	353,656.27
Benefits	71,035.69	72,456.41	74,267.82
Freight & Postage	500.00	510.00	522.75
Travel, Meals & Accommodations	1,500.00	1,530.00	1,568.25
Training & Conferences	4,000.00	4,080.00	4,182.00
R&M - CPR Xing	7,836.00	7,992.72	8,192.54
R&M - Roads	27,000.00	27,540.00	28,228.50
R&M - Sidewalks	50,000.00	51,000.00	52,275.00
R&M - Pathways	10,000.00	10,200.00	10,455.00
R&M - Equipment	18,360.00	18,727.20	19,195.38
R&M - Vehicle	46,000.00	46,920.00	48,093.00
Equipment Rental/Lease	5,000.00	5,100.00	5,227.50
CPR Land/Ditch Lease	6,630.00	6,762.60	6,931.67
General Goods & Supplies	12,700.00	12,954.00	13,277.85
Equipment/Vehicle Parts & Supplies	8,772.00	8,947.44	9,171.13
Fuel	30,000.00	30,600.00	31,365.00
Construction & Maintenance Materials	15,300.00	15,606.00	15,996.15
Sand & Gravel	15,500.00	15,810.00	16,205.25
Paving/Curb/Sidewalk Materials	3,600.00	3,672.00	3,763.80
Dust Control/Snow Removal	15,000.00	15,300.00	15,682.50
Street Signs	2,500.00	2,550.00	2,613.75
Pedestrian Signals	15,000.00	15,300.00	15,682.50
Power - Street Lights	275,000.00	280,500.00	287,512.50
PPE Clothing/Boots/Gloves	2,600.00	2,652.00	2,718.30
<b>Roadways Expenses</b>	<b>982,098.89</b>	<b>1,001,740.87</b>	<b>1,026,784.39</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>981,098.89</b>	<b>1,000,720.87</b>	<b>1,025,738.89</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**STORM WATER**

The Storm water utility budget ensures that minor storm systems are constructed and maintained to facilitate frequent storm events and the major systems can accommodate surface runoff resulting from rainstorms which exceeds the capacity of the minor system.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Wages	24,986.54	25,486.27	26,123.43
Benefits	5,247.17	5,352.12	5,485.92
Consulting Services	500.00	510.00	522.75
Purchased Repairs & Maintenance	4,000.00	4,080.00	4,182.00
Equipment Rental/Lease	1,000.00	1,020.00	1,045.50
General Goods & Supplies	1,000.00	1,020.00	1,045.50
Equipment/Repair & Maintenance	2,000.00	2,040.00	2,091.00
Fuel	1,000.00	1,020.00	1,045.50
Ground Materials	500.00	510.00	522.75
<b>Stormwater Expenses</b>	<b>40,233.71</b>	<b>41,038.39</b>	<b>42,064.35</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>40,233.71</b>	<b>41,038.39</b>	<b>42,064.35</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**WATER**

The Water budget is intended to be cost recovery and must ensure a safe, reliable, and sustainable water service to the residents. Maintaining a water storage and distribution system capable of providing suitable water is vital to the community. Water is supplied to the Town from the Mountain View Regional Water Services Commission.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Water Sales	1,052,880.00	1,073,937.60	1,100,786.04
Water Infrastructure / Maintenance Fee	369,000.00	376,380.00	385,789.50
Bulk Water Sales	65,000.00	66,300.00	67,957.50
Water Meter Sales	23,000.00	23,460.00	24,046.50
Other Revenue	500.00	510.00	522.75
<b>Water Revenue</b>	<b>1,510,380.00</b>	<b>1,540,587.60</b>	<b>1,579,102.29</b>
Wages	106,936.96	109,075.70	111,802.59
Benefits	22,456.76	22,905.90	23,478.54
Freight & Postage	7,650.00	7,803.00	7,998.08
Travel, Meals & Accommodations	3,000.00	3,060.00	3,136.50
Training & Conferences	4,000.00	4,080.00	4,182.00
Telecommunications	1,050.00	1,071.00	1,097.78
Memberships	500.00	510.00	522.75
Professional Services Purchased	21,000.00	21,420.00	21,955.50
R&M - Water System Infrastructure	59,800.00	60,996.00	62,520.90
R&M - Buildings/Reservoir	5,000.00	5,100.00	5,227.50
R&M - Hydrants	20,000.00	20,400.00	20,910.00
Meter Reading Service/1st Call Locate	3,600.00	3,672.00	3,763.80
Purchase Water - MV Water Commission	871,625.15	889,057.65	911,284.09
General Goods & Supplies	15,960.00	16,279.20	16,686.18
Equipment/Vehicle Parts & Supplies	1,000.00	1,020.00	1,045.50
Pumphouse Fuel	500.00	510.00	522.75
Fuel	8,000.00	8,160.00	8,364.00
Chemicals/Testing Supplies	2,500.00	2,550.00	2,613.75
Meters	210,000.00	214,200.00	219,555.00
Motors/Pumps/Inspections	5,500.00	5,610.00	5,750.25
Gas	2,300.00	2,346.00	2,404.65
Power	33,600.00	34,272.00	35,128.80
Uncollectible Accounts	500.00	510.00	522.75
<b>Water Expenses</b>	<b>1,406,478.87</b>	<b>1,434,608.45</b>	<b>1,470,473.66</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(103,901.13)</b>	<b>(105,979.15)</b>	<b>(108,628.63)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**SANITARY**

The Wastewater budget is intended to be cost recovery and deals with all functions related to the collection, treatment and disposal of sanitary sewer water. The system must ensure the safe, reliable, and sustainable separation of solids, organics and chemical waste from wastewater so that it can be safely re-introduced into the environment. Maintaining a wastewater collection and storage system is vital to the residents of the community.

	<u>2024 Budget</u>	<u>2025 Budget</u>	<u>2026 Budget</u>
Sewer Fees	631,728.00	644,362.56	660,471.62
Wastewater Infrastructure / Maintenance Fee	153,504.00	156,574.08	160,488.43
Sales of Goods & Services	-	-	-
<b>Sanitary Revenue</b>	<b>785,232.00</b>	<b>800,936.64</b>	<b>820,960.06</b>
Wages	105,358.24	107,465.40	110,152.04
Benefits	22,125.23	22,567.74	23,131.93
Freight & Postage	7,650.00	7,803.00	7,998.08
General Services Purchased	5,000.00	5,100.00	5,227.50
Consulting Services	500.00	510.00	522.75
R&M - Infrastructure	30,000.00	30,600.00	31,365.00
R&M - Pumps	2,000.00	2,040.00	2,091.00
R&M - Vehicle	2,000.00	2,040.00	2,091.00
Other Purchased Services	3,000.00	3,060.00	3,136.50
General Goods & Supplies	5,890.56	6,008.37	6,158.58
Equipment/Vehicle Parts & Supplies	700.00	714.00	731.85
Fuel	3,500.00	3,570.00	3,659.25
Sewer Pipe & Fittings	500.00	510.00	522.75
Chemicals & Testing	16,000.00	16,320.00	16,728.00
Sand/Gravel/Loam	1,000.00	1,020.00	1,045.50
Power	2,900.00	2,958.00	3,031.95
Uncollectible	500.00	510.00	522.75
<b>Sanitary Expenses</b>	<b>208,624.03</b>	<b>212,796.51</b>	<b>218,116.42</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(576,607.97)</b>	<b>(588,140.13)</b>	<b>(602,843.63)</b>



**TOWN OF CARSTAIRS BUDGET**

**2024**

**GARBAGE**

The Garbage budget is intended to provide the community with an integrated waste management system that will protect public health and the environment. Solid Waste Management function provides bi-weekly curbside waste and recycles collection services and community compost bins.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Garbage Fees	569,088.00	580,469.76	594,981.50
Other Revenue	500.00	510.00	522.75
Provincial Conditional Grant	-	-	-
<b>Garbage Revenue</b>	<b>569,588.00</b>	<b>580,979.76</b>	<b>595,504.25</b>
Wages	47,174.36	48,117.85	49,320.79
Benefits	9,906.62	10,104.75	10,357.37
Freight & Postage	7,650.00	7,803.00	7,998.08
Other Professional Services	2,550.00	2,601.00	2,666.03
Consulting Services - Landfill	-	-	-
Annual Clean Up	3,500.00	3,570.00	3,659.25
Solid Waste Contract	290,000.00	295,800.00	303,195.00
General Goods & Supplies	500.00	510.00	522.75
Roll Out Bins	18,000.00	18,360.00	18,819.00
Compost Fees	15,000.00	15,300.00	15,682.50
Equipment/Vehicle Parts & Supplies	8,000.00	8,160.00	8,364.00
Fuel	3,000.00	3,060.00	3,136.50
Construction & Maintenance Materials	200.00	204.00	209.10
<b>Garbage Expenses</b>	<b>405,480.97</b>	<b>413,590.59</b>	<b>423,930.36</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(164,107.03)</b>	<b>(167,389.17)</b>	<b>(171,573.90)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**COMMUNITY SERVICES**

The Community Services department provides support and resources to community groups, families and individuals within the community. The Department organizes events and delivers programs to all age groups in the community.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Program Fees	5,100.00	5,202.00	5,332.05
Event Fees	2,500.00	2,550.00	2,613.75
Business License Revenue	28,000.00	28,560.00	29,274.00
IODE	3,000.00		
Conditional Grants	2,000.00	2,040.00	2,091.00
FCSS Provincial Conditional Grants	92,942.00	92,942.00	92,942.00
Mountain View County	30,744.00	31,358.88	32,142.85
<b>Community Services Revenue</b>	<b>164,286.00</b>	<b>162,652.88</b>	<b>164,395.65</b>
Wages	138,202.55	140,966.60	144,490.77
Benefits	29,022.54	29,602.99	30,343.06
Freight & Postage	100.00	102.00	104.55
Travel, Meals & Accommodations	1,000.00	1,020.00	1,045.50
Training & Conferences	2,000.00	2,040.00	2,091.00
Telecommunications	3,600.00	3,672.00	3,763.80
Memberships	1,000.00	1,020.00	1,045.50
Prof Services - Computer Support	7,900.00	8,058.00	8,259.45
Programs	11,080.00	11,301.60	11,584.14
Events	23,000.00	23,460.00	24,046.50
General Goods & Supplies	3,000.00	3,060.00	3,136.50
IODE	3,000.00	3,060.00	3,136.50
Transportation & Food Subsidy	2,600.00	2,652.00	2,718.30
Museum Operating Grant	56,100.00	57,222.00	58,652.55
Donation to Kiwanis	500.00	500.00	500.00
Half Century Operating Grant	4,000.00	4,080.00	4,182.00
Church Link	10,000.00	10,200.00	10,455.00
Carstairs Heritage Festival	5,000.00	5,100.00	5,227.50
FCSS Programs	83,232.00	84,896.64	87,019.06
FCSS Services	23,929.20	24,407.78	25,017.98
<b>Community Services Expenses</b>	<b>408,266.29</b>	<b>416,421.61</b>	<b>426,819.65</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>243,980.29</b>	<b>253,768.73</b>	<b>262,424.00</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**ASSET MANAGEMENT**

The Asset Management Department records and manages asset portfolios of the Town's roads, sidewalks, trails and pathways, water distribution, wastewater collection and treatment, storm water attenuation, conveyance, treatment networks, buildings, parks, and vehicles; including supporting fleet, machinery, and equipment.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Wages	138,320.00	141,086.40	144,613.56
Benefits	29,047.20	29,628.14	30,368.85
Travel, Meals & Accommodations	500.00	510.00	522.75
Training & Conferences	4,000.00	4,080.00	4,182.00
Computer Support	17,684.00	18,037.68	18,488.62
Consulting Services	10,000.00	10,200.00	10,455.00
General Goods & Supplies	2,000.00	2,040.00	2,091.00
Plotter Printer	2,000.00	2,040.00	2,091.00
<b>Asset Management Expenses</b>	<b>203,551.20</b>	<b>207,622.22</b>	<b>212,812.78</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>203,551.20</b>	<b>207,622.22</b>	<b>212,812.78</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**PLANNING**

The Planning department deals with the management of growth in a responsible, effective and economic manner. The Town appoints and contracts much of the professional services required for the planning department.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Zoning Application - Developer	5,100.00	5,202.00	5,332.05
Consulting Services - Developer	12,000.00	12,240.00	12,546.00
Provincial Permit Fees	3,000.00	3,060.00	3,136.50
MPC / Relaxation Revenue	1,000.00	1,020.00	1,045.50
Conditional Provincial Grants	-	-	-
<b>Planning Revenue</b>	<b>21,100.00</b>	<b>21,522.00</b>	<b>22,060.05</b>
Wages	96,799.58	98,735.57	101,203.96
Benefits	20,327.91	20,734.47	21,252.83
Freight & Postage	100.00	102.00	104.55
Travel, Meals & Accommodations	250.00	255.00	261.38
Training & Conferences	2,500.00	2,550.00	2,613.75
Telecommunications	850.00	867.00	888.68
Planning Services	500.00	510.00	522.75
Consulting Services Developer	12,000.00	12,240.00	12,546.00
Consulting Services - Municipal	100,000.00	102,000.00	104,550.00
R&M - Vehicle	1,000.00	1,020.00	1,045.50
Licenses and Permits	4,000.00	4,080.00	4,182.00
General Goods & Supplies	6,500.00	6,630.00	6,795.75
Fuel	1,000.00	1,020.00	1,045.50
<b>Planning Expenses</b>	<b>245,827.49</b>	<b>250,744.04</b>	<b>257,012.64</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>224,727.49</b>	<b>229,222.04</b>	<b>234,952.59</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**DEVELOPMENT**

The Development budget is part of the Planning department and ensures that growth is maintained in a responsible, effective, and orderly manner. Where necessary, the Town contracts the professional services required for development.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Building & Development Permits	130,000.00	132,600.00	135,915.00
Consulting Services Subdivision	10,000.00	10,200.00	10,455.00
Subdivision Fees	15,000.00	15,300.00	15,682.50
Compliance Fees	5,500.00	5,610.00	5,750.25
Conditional Provincial Grant	-	-	-
<b>Development Revenue</b>	<b>160,500.00</b>	<b>163,710.00</b>	<b>167,802.75</b>
Wages	96,799.58	98,735.57	101,203.96
Benefits	20,327.91	20,734.47	21,252.83
General Services Purchased	500.00	510.00	522.75
Freight & Postage	100.00	102.00	104.55
Travel, Meals & Accommodations	250.00	255.00	261.38
Training & Conferences	2,500.00	2,550.00	2,613.75
Building Inspector	90,000.00	91,800.00	94,095.00
Consulting Services - Developer	30,000.00	30,600.00	31,365.00
Consulting Services - Municipal	30,000.00	30,600.00	31,365.00
<b>Development Expenses</b>	<b>270,477.49</b>	<b>275,887.04</b>	<b>282,784.21</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>109,977.49</b>	<b>112,177.04</b>	<b>114,981.46</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**LANDS & BUILDINGS**

The Town owns and operates various properties required to deliver services to the residents.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Building Rental - Medical Centre	84,000.00	74,000.00	74,000.00
Building Rental - IODE	3,500.00	3,500.00	3,500.00
Building Rental - 1126 Osler Street	6,000.00	6,000.00	6,000.00
Land Rental - Buschert	1,650.00	1,650.00	1,650.00
Land Rental - Quantz/Colby	-	-	-
Land Rental - Marcam Farms	5,650.00	5,650.00	5,650.00
Land Rental - G Herman Group	10,000.00	10,000.00	10,000.00
Land Rental - Trans Canada Pipe / Nova Gas	8,117.51	8,117.51	8,117.51
Land Rental - 890 Centre Street	12,000.00	12,000.00	12,000.00
Building Rental - Scout Hall	4,800.00	3,000.00	3,000.00
<b>Lands &amp; Buildings Revenue</b>	<b>135,717.51</b>	<b>123,917.51</b>	<b>123,917.51</b>
Wages	87,490.21	89,240.01	91,471.01
Benefits	18,372.94	18,740.40	19,208.91
Land Taxes To County	400.00	408.00	418.20
R&M - Building Wellness Centre	2,000.00	2,040.00	2,091.00
Wellness Centre - Gas	-	-	-
Wellness Centre - Power	-	-	-
R&M - Building IODE	1,500.00	1,530.00	1,568.25
IODE - Utilities	1,250.00	1,275.00	1,306.88
R&M - Building 1126 Osler	3,620.00	3,692.40	3,784.71
1126 Osler Street - Gas	1,250.00	1,275.00	1,306.88
1126 Osler Street - Power	1,850.00	1,887.00	1,934.18
R&M - Community Services	500.00	510.00	522.75
Community Services - Janitorial	3,000.00	3,060.00	3,136.50
Community Services - Lease	29,000.00	29,580.00	30,319.50
Community Services - Gas	2,300.00	2,346.00	2,404.65
Community Services - Power	650.00	663.00	679.58
R&M - Admin Buildings	2,500.00	2,550.00	2,613.75
R&M - Admin Heating/Air	-	-	-
Admin - Janitorial	12,000.00	12,240.00	12,546.00
R&M - Admin Equipment/Furnishings	-	-	-
Admin - Insurance	80,138.36	81,741.13	83,784.66
Admin - Gas	8,500.00	8,670.00	8,886.75
Admin - Power	7,450.00	7,599.00	7,788.98
Scout Hall - R&M Building	500.00	510.00	522.75
Security Systems	6,760.80	6,896.02	7,068.42
R&M - Emergency Services Building	6,800.00	6,936.00	7,109.40
Emerg Serv - Gas	6,550.00	6,681.00	6,848.03

**TOWN OF CARSTAIRS BUDGET**

**2024**

Emerg Serv - Power	7,000.00	7,140.00	7,318.50
Op Services - Telecommunications	4,500.00	4,590.00	4,704.75
R & M - Bus Barn	2,310.00	2,356.20	2,415.11
R&M - Operational Services	13,480.00	13,749.60	14,093.34
Op Services - General Goods & Supplies	3,060.00	3,121.20	3,199.23
Op Services - Gas	13,100.00	13,362.00	13,696.05
Bus Barn - Gas	1,750.00	1,785.00	1,829.63
Op Services - Power	9,650.00	9,843.00	10,089.08
Bus Barn - Power	1,300.00	1,326.00	1,359.15
R&M - Parks Building	1,850.00	1,887.00	1,934.18
R&M - Building Concession/Gazebo	2,000.00	2,040.00	2,091.00
R&M - Electrical Concession	-	-	-
Parks - Gas	3,300.00	3,366.00	3,450.15
Parks - Power	2,800.00	2,856.00	2,927.40
Concession - Power	1,350.00	1,377.00	1,411.43
Splash Park - Power	900.00	918.00	940.95
<b>Lands &amp; Buildings Expenses</b>	<b>352,732.31</b>	<b>359,786.96</b>	<b>368,781.63</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>217,014.80</b>	<b>235,869.45</b>	<b>244,864.12</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**GOLF COURSE**

The Carstairs Community Golf Course is a 122-acre recreation site located on the northeast boundary of Carstairs. The facility is intended to provide recreation, as well as to attract tourism to the community.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Annual Member Dues	405,000.00	413,100.00	423,427.50
Merchandise Sales	135,000.00	137,700.00	141,142.50
Driving Range	12,500.00	12,750.00	13,068.75
Green Fees	390,000.00	397,800.00	407,745.00
Bar Sales	225,000.00	229,500.00	235,237.50
Pop Sales	43,000.00	43,860.00	44,956.50
Food Sales	280,000.00	285,600.00	292,740.00
Storage Rentals	2,500.00	2,550.00	2,613.75
Groupon	15,000.00	15,300.00	15,682.50
Tournaments & Leagues	10,000.00	10,200.00	10,455.00
Cart Rentals	175,000.00	178,500.00	182,962.50
Club Rentals	2,000.00	2,040.00	2,091.00
Other Revenue	5,000.00	5,100.00	5,227.50
Other Revenue - PGA	3,000.00	3,060.00	3,136.50
Provincial Conditional Grant	-	-	-
<b>Golf Course Revenue</b>	<b>1,703,000.00</b>	<b>1,737,060.00</b>	<b>1,780,486.50</b>
Wages	89,010.00	90,790.20	93,059.96
Wages - Pro Shop	192,452.16	196,301.20	201,208.73
Wages - Kitchen	131,184.80	133,808.50	137,153.71
Wages - Restaurant	117,696.00	120,049.92	123,051.17
Wages - Grounds	308,592.66	314,764.51	322,633.62
Benefits	8,901.00	9,079.02	9,306.00
Benefits - Pro Shop	19,245.22	19,630.12	20,120.87
Benefits - Kitchen	13,118.48	13,380.85	13,715.37
Benefits - Restaurant	11,769.60	12,004.99	12,305.12
Benefits - Grounds	30,859.27	31,476.45	32,263.36
Freight & Postage	5,000.00	5,100.00	5,227.50
Travel, Meals & Accommodations	1,500.00	1,530.00	1,568.25
Training & Conferences	1,500.00	1,530.00	1,568.25
Telecommunications	7,000.00	7,140.00	7,318.50
Advertising	6,000.00	6,120.00	6,273.00
Tournaments & Events	5,500.00	5,610.00	5,750.25
Promotions	1,000.00	1,020.00	1,045.50
Memberships	11,000.00	11,220.00	11,500.50
Prof Services - Computer Support	13,000.00	13,260.00	13,591.50
R&M- Building	22,410.00	22,858.20	23,429.66
Janitorial	13,000.00	13,260.00	13,591.50



**TOWN OF CARSTAIRS BUDGET**

**2024**

R&M- Equipment (Kitchen)	4,000.00	4,080.00	4,182.00
Contracted Services	2,500.00	2,550.00	2,613.75
R&M- Machinery (Grounds)	10,000.00	10,200.00	10,455.00
R&M- Irrigation	10,000.00	10,200.00	10,455.00
R&M- Golf Carts	5,000.00	5,100.00	5,227.50
R&M- Vehicle	510.00	520.20	533.21
Equipment Rental/Lease	2,500.00	2,550.00	2,613.75
Land Lease (Driving Range)	3,600.00	3,600.00	3,600.00
Licenses	1,000.00	1,020.00	1,045.50
Insurance	18,710.43	19,084.64	19,561.75
Waste Control	7,000.00	7,140.00	7,318.50
Contracted Services	11,000.00	11,220.00	11,500.50
Contracted Services - PGA	3,000.00	3,060.00	3,136.50
General Goods & Supplies	24,500.00	24,990.00	25,614.75
General Goods & Supplies - Kitchen	15,500.00	15,810.00	16,205.25
General Goods & Supplies - Janitorial	6,000.00	6,120.00	6,273.00
Bar Purchases	75,000.00	76,500.00	78,412.50
Pop Purchases	16,000.00	16,320.00	16,728.00
Food Purchases	130,000.00	132,600.00	135,915.00
Bar Goods	10,000.00	10,200.00	10,455.00
PPE Clothing/Boots/Gloves	1,000.00	1,020.00	1,045.50
Pro Shop Merchandise	92,500.00	94,350.00	96,708.75
Equipment/Vehicles Parts & Supplies	3,000.00	3,060.00	3,136.50
Fuel	34,000.00	34,680.00	35,547.00
Small Tools & Equipment	800.00	816.00	836.40
Construction & Maintenance Materials	12,500.00	12,750.00	13,068.75
Chemicals/Fertilizer	50,000.00	51,000.00	52,275.00
Plants & Shrubs	2,500.00	2,550.00	2,613.75
Tree Replacement	1,070.00	1,091.40	1,118.69
Grounds Material	9,000.00	9,180.00	9,409.50
Gas	18,800.00	19,176.00	19,655.40
Power	25,400.00	25,908.00	26,555.70
Charges for Other Financial Services	25,500.00	26,010.00	26,660.25
<b>Golf Course Expenses</b>	<b>1,641,629.61</b>	<b>1,674,390.20</b>	<b>1,716,159.96</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(61,370.39)</b>	<b>(62,669.80)</b>	<b>(64,326.54)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**ARENA**

The Arena is a multi-use facility with the primary activities utilizing the ice surface during the winter months. There are a variety of rentals during the summer, as well as several community events throughout the year.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Program & Event Fees	65,000.00	66,300.00	67,957.50
Arena Concession	40,000.00	40,800.00	41,820.00
Advertising Signs	6,000.00	6,120.00	6,273.00
Dance Studio Lease	6,592.00	6,723.84	6,891.94
Crossfit Lease	18,000.00	18,360.00	18,819.00
Facility Rentals	2,500.00	2,550.00	2,613.75
Ice Rentals	140,000.00	142,800.00	146,370.00
Hugh Sutherland School	5,000.00	5,100.00	5,227.50
Other Revenue / Donations	1,000.00	1,020.00	1,045.50
Mountain View County	101,856.46	103,893.59	106,490.93
Provincial Conditional Grant	-	-	-
<b>Arena Revenue</b>	<b>385,948.46</b>	<b>393,667.43</b>	<b>403,509.11</b>
Wages	279,131.96	284,714.60	291,832.46
Wages - Concession	24,500.00	24,990.00	25,614.75
Benefits	60,822.71	62,039.16	63,590.14
Training & Conferences	3,000.00	3,060.00	3,136.50
Freight & Postage	200.00	204.00	209.10
Travel, Meals & Accommodations	1,500.00	1,530.00	1,568.25
Telecommunications	2,600.00	2,652.00	2,718.30
Advertising	500.00	510.00	522.75
R&M - Ice Plant	12,600.00	12,852.00	13,173.30
R&M - Heating & Air	2,550.00	2,601.00	2,666.03
R&M - Building	70,000.00	71,400.00	73,185.00
R&M - Equipment	7,500.00	7,650.00	7,841.25
Insurance	28,423.90	28,992.38	29,717.19
Waste Control	2,400.00	2,448.00	2,509.20
Programs and Events	40,000.00	40,800.00	41,820.00
General Goods & Supplies	14,000.00	14,280.00	14,637.00
PPE Clothing/Boots/Gloves	1,000.00	1,020.00	1,045.50
Arena Concession	25,000.00	25,500.00	26,137.50
Fuel	2,000.00	2,040.00	2,091.00
Gas	29,000.00	29,580.00	30,319.50
Power	86,000.00	87,720.00	89,913.00
Charges for Other Financial Services	4,200.00	4,284.00	4,391.10
<b>Arena Expenses</b>	<b>696,928.57</b>	<b>710,867.14</b>	<b>728,638.82</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>310,980.11</b>	<b>317,199.71</b>	<b>325,129.70</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**PARKS**

The Parks budget includes the repair and maintenance of the Town's sports fields, parks, playgrounds, cemetery, and naturalized areas.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Ball Diamond Rental	4,300.00	4,386.00	4,495.65
Soccer Field Revenue	1,000.00	1,020.00	1,045.50
Other Revenue	500.00	510.00	522.75
Memorial Benches	1,500.00	1,530.00	1,568.25
Mountain View County	112,932.77	115,191.43	118,071.21
Provincial Conditional Grant- STEP	-	-	-
Sales of Goods & Services - Cemetery	14,000.00	14,280.00	14,637.00
Perpetual Care Fund - Cemetery	8,000.00	8,160.00	8,364.00
Sales of Goods & Services - Columbarium	4,500.00	4,590.00	4,704.75
Perpetual Care Fund - Columbarium	4,500.00	4,590.00	4,704.75
Mountain View County	-	-	-
<b>Parks Revenue</b>	<b>151,232.77</b>	<b>154,257.43</b>	<b>158,113.86</b>
Wages	375,982.96	383,502.62	393,090.18
Benefits	78,956.42	80,535.55	82,548.94
Freight & Postage	200.00	204.00	209.10
Travel, Meals & Accommodations	2,000.00	2,040.00	2,091.00
Training & Conferences	4,000.00	4,080.00	4,182.00
Telecommunications	2,500.00	2,550.00	2,613.75
Memberships	1,200.00	1,224.00	1,254.60
R&M - Equipment	13,000.00	13,260.00	13,591.50
R&M - Playground	15,500.00	15,810.00	16,205.25
R&M - Vehicle	5,000.00	5,100.00	5,227.50
Equipment Rental/Lease	3,500.00	3,570.00	3,659.25
Insurance	9,601.00	9,793.02	10,037.85
Purchased Services	18,000.00	18,360.00	18,819.00
Contracted Services	-	-	-
Waste Control	2,000.00	2,040.00	2,091.00
General Goods & Supplies	14,050.00	14,331.00	14,689.28
Equipment/Vehicles Parts & Supplies	2,550.00	2,601.00	2,666.03
Fuel	20,000.00	20,400.00	20,910.00
Small Tools & Equipment	750.00	765.00	784.13
Construction & Maintenance Materials	3,570.00	3,641.40	3,732.44
Chemicals / Spray	13,260.00	13,525.20	13,863.33
Plants & Shrubs	7,500.00	7,650.00	7,841.25
Tree Replacement & Removal	16,500.00	16,830.00	17,250.75
Grounds Material	5,000.00	5,100.00	5,227.50
Concession - General Goods & Supplies	500.00	510.00	522.75

**TOWN OF CARSTAIRS BUDGET**

**2024**

R&M - Cemetery	7,500.00	7,650.00	7,841.25
<b>Parks Expenses</b>	<b>622,620.38</b>	<b>635,072.79</b>	<b>650,949.61</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>471,387.61</b>	<b>480,815.36</b>	<b>492,835.75</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**CAMPGROUND**

The Carstairs Municipal Campground is located on the east edge of Carstairs, at the corner of Centre Street and Highway 2A. The facility is intended to attract tourism to the community as well as to provide a facility for visitors that are attending local events.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Campground Fees	90,000.00	91,800.00	94,095.00
Shower/Sewer User Fees/Firewood	8,000.00	8,160.00	8,364.00
<b>Campground Revenue</b>	<b>98,000.00</b>	<b>99,960.00</b>	<b>102,459.00</b>
Wages	42,038.80	42,879.57	43,951.56
Benefits	8,828.15	9,004.71	9,229.83
Telecommunications	1,300.00	1,326.00	1,359.15
Advertising	500.00	510.00	522.75
R&M - Buildings/Plumbing/Gas	1,500.00	1,530.00	1,568.25
Waste Control	1,000.00	1,020.00	1,045.50
General Goods & Supplies	3,600.00	3,672.00	3,763.80
Firewood	2,500.00	2,550.00	2,613.75
Equipment/Vehicle Parts & Supplies	300.00	306.00	313.65
Fuel	300.00	306.00	313.65
Construction & Maintenance Materials	1,000.00	1,020.00	1,045.50
Gas	2,000.00	2,040.00	2,091.00
Power	8,400.00	8,568.00	8,782.20
Charges for Other Financial Services	350.00	357.00	365.93
<b>Campground Expenses</b>	<b>73,616.94</b>	<b>75,089.28</b>	<b>76,966.52</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>(24,383.06)</b>	<b>(24,870.72)</b>	<b>(25,492.48)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**COMMUNITY HALL**

The Community Hall is the Town’s primary facility for community use and large gatherings. The facility is utilized by several community groups and organizations.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Community Hall Revenue	25,000.00	25,500.00	26,137.50
Mountain View County	13,285.63	13,551.34	13,890.13
<b>Community Hall Revenue</b>	<b>38,285.63</b>	<b>39,051.34</b>	<b>40,027.63</b>
Wages	9,349.61	9,536.60	9,775.02
Benefits	1,963.42	2,002.69	2,052.75
Freight & Postage	200.00	204.00	209.10
Telecommunications	1,400.00	1,428.00	1,463.70
Purchased Repairs & Maintenance	31,755.00	32,390.10	33,199.85
Janitorial	12,000.00	12,240.00	12,546.00
Insurance	9,050.14	9,231.14	9,461.92
Waste Control	2,520.00	2,570.40	2,634.66
General Goods & Supplies	3,150.00	3,213.00	3,293.33
Gas	5,900.00	6,018.00	6,168.45
Power	7,000.00	7,140.00	7,318.50
<b>Community Hall Expenses</b>	<b>84,288.17</b>	<b>85,973.93</b>	<b>88,123.28</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>46,002.54</b>	<b>46,922.59</b>	<b>48,095.65</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**LIBRARY**

Under the Libraries Act, and established by Bylaw, the Municipal Library Board operates the Library on behalf of the Town. The Town provides funding to Parkland Regional Library System and an operating grant to the Carstairs Library Board.

	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
Mountain View County Grant	33,482.80	34,152.46	35,006.27
<b>Library Revenue</b>	<b>33,482.80</b>	<b>34,152.46</b>	<b>35,006.27</b>
Wages	4,145.44	4,228.35	4,334.06
Benefits	870.54	887.95	910.15
Purchased Repairs & Maintenance	4,000.00	4,080.00	4,182.00
Bob Clark Library Grant	237,948.00	242,706.96	248,774.63
Parkland Regional Library System	45,789.84	46,705.64	47,873.28
<b>Library Expenses</b>	<b>292,753.82</b>	<b>298,608.90</b>	<b>306,074.12</b>
<b>NET DEFICIT (SURPLUS)</b>	<b>259,271.02</b>	<b>264,456.44</b>	<b>271,067.85</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**DEPARTMENT  
CAPITAL  
BUDGETS**



**TOWN OF CARSTAIRS BUDGET****2024**

## Funding Sources for Capital Projects

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Provincial and Federal grants are available each year to assist the municipality to fund major infrastructure projects. The Council has additional options to consider such as reserves, tax or utility funding. The following is a brief explanation of capital project funding source options.

### **Canada Community Building Fund (CCBF)**

Each year, the federal CCBF assists municipalities by providing funding for local infrastructure projects. Funding is provided to the Province, who in turn flows this funding to the municipality. This program has been legislated as a permanent source of Federal infrastructure funding for municipalities. The program is broad-based and allows municipalities to use the funding toward a wide range of projects to meet local priorities.

### **Local Government Fiscal Framework (LGFF)**

Municipalities in Alberta are eligible for funding under the LGFF program based on the terms set out in long-term funding agreements with the Province. Municipalities determine projects and activities to be funded based on local priorities within the general criteria set out in the program guidelines and are encouraged to take a long-term approach to planning for capital projects.

### **Reserves/Restricted Surplus**

As a means of solid financial planning, Council has created a number of special reserve funds to address both future operational and especially, capital resource needs. These funds address new acquisition and replacement but have general restrictions on use. Through the budget process, the Town will designate funds that have been internally restricted to finance those projects for which the funds have been ear-marked.

### **Sundry Trust**

Sundry trust is an account where funds that have been donated or provided to the Town to be held in trust for a specific purpose are retained.

**TOWN OF CARSTAIRS BUDGET**

**2024**

The following table summarizes the anticipated funding sources for the capital projects for the upcoming year.

<b>FUNDING SOURCES FOR THE YEAR</b>	
Local Government Fiscal Framework (LGFF)	(633,155.00)
Canada Community Building Fund (CCBF)	(161,625.00)
<b>Total Government Funding for Capital</b>	(794,780.00)
Transfers from Reserves	-
Proceeds from New Debt	(411,960.44)
Municipal Taxes / User Fees	(64,000.00)
Local government contributions	(12,500.00)
Proceeds on insurance, sale or trade-in of vehicles and equipment	-
<b>TOTAL FUNDING</b>	<b>(1,283,240.44)</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**Capital Summary Budget**

**ENGINEERED STRUCTURES**

	<b>Funding</b>	<b>Expenditure</b>
Milt Ford Street Improvement		579,780.00
<i>Funding: LGFF</i>	463,155.00	
<i>Funding: CCBF</i>	116,625.00	
Meadowpark Sidewalk & Ditch		100,000.00
<i>Funding: LGFF</i>	100,000.00	
Stonebridge Pathway		25,000.00
<i>Funding: CCBF</i>	25,000.00	
<b>ENGINEERED STRUCTURES TOTAL</b>		<b>704,780.00</b>

**BUILDINGS**

	<b>Funding</b>	<b>Expenditure</b>
Administration Expansion (Planning & Engineering)		25,000.00
<i>Funding: Municipal Taxes</i>	25,000.00	
<b>BUILDINGS TOTAL</b>		<b>25,000.00</b>

**MACHINERY & EQUIPMENT PURCHASES**

	<b>Funding</b>	<b>Expenditure</b>
Council & Boardroom Upgrades		62,000.00
<i>Funding: Loan</i>	62,000.00	
Security Cameras - Wellness Centre		6,500.00
<i>Funding: Loan</i>	6,500.00	
Unit 111 Equipment – Fire Department		25,000.00
<i>Funding: Municipal Taxes</i>	12,500.00	
<i>Funding: Local Government</i>	12,500.00	
Sander for Unit 57 – Operational Services		12,300.00
<i>Funding: Loan</i>	12,300.00	
VFD for Pump 2 - Pumphouse		15,000.00
<i>Funding: Loan</i>	15,000.00	
Leak Detection Unit – Operational Services		6,500.00
<i>Funding: Loan</i>	6,500.00	
Metacon GPS & Antenna – Asset Management		20,090.76
<i>Funding: Loan</i>	20,090.76	
Security Cameras - Golf Course		11,000.00
<i>Funding: Loan</i>	11,000.00	
Fire Panel Replacement - Golf Course		11,000.00

**TOWN OF CARSTAIRS BUDGET 2024**

<i>Funding: Municipal Taxes</i>	11,000.00	
Power Carts – Golf Course		111,792.00
<i>Funding: Loan</i>	111,792.00	
Gator – Golf Course		21,000.00
<i>Funding: Loan</i>	21,000.00	
Buffalo Turbine – Golf Course		16,200.00
<i>Funding: Loan</i>	16,200.00	
Tarp Devil – Golf Course		10,000.00
<i>Funding: Loan</i>	10,000.00	
Steam Table – Golf Course		5,000.00
<i>Funding: Loan</i>	5,000.00	
Driving Range Mats, Ball Trays – Golf Course		15,000.00
<i>Funding: Loan</i>	15,000.00	
Fire Panel Replacement – Arena		15,500.00
<i>Funding: Municipal Taxes</i>	15,500.00	
Floor Machine – Arena		15,000.00
<i>Funding: Loan</i>	15,000.00	
Hot Dog Machine – Arena		7,077.68
<i>Funding: Loan</i>	7,077.68	
Lift – Operational Services		50,000.00
<i>Funding: Loan</i>	50,000.00	
Tractor – Operational Services		70,000.00
<i>Funding: LGFF</i>	70,000.00	
Security Cameras - Community Hall		7,500.00
<i>Funding: Loan</i>	7,500.00	
<b>MACHINERY &amp; EQUIPMENT TOTAL</b>		<b>513,460.44</b>
<b>LAND IMPROVEMENTS</b>		
	<b>Funding</b>	<b>Expenditure</b>
Sidewalk / Entry – Administration Building		20,000.00
<i>Funding: CCBF</i>	20,000.00	
<b>LAND IMPROVEMENTS TOTAL</b>		<b>20,000.00</b>
<b>VEHICLES</b>		
	<b>Funding</b>	<b>Expenditure</b>
Unit 111 – Fire Department		20,000.00
<i>Funding: Loan</i>	20,000.00	
<b>LAND IMPROVEMENTS TOTAL</b>		<b>20,000.00</b>

**TOWN OF CARSTAIRS BUDGET**

**2024**

**ENGINEERED STRUCTURES**

<b>2024 Capital Projects</b>	
<b>Project Name</b>	<b>Milt Ford Street Improvement</b>
<b>Anticipated Start</b>	July 2024
<b>Project Description</b>	Mill and overlay Milt Ford Lane. Remove and replace the sidewalk on the south side and any broken or damaged curb and gutter on the north side
<b>Project Cost</b>	\$579,780.00
<b>Funding Sources</b>	LGFF CCBF
<b>Rationale for need</b>	All assets are at end of life and in bad condition
<b>Asset Number</b>	6492, 6524, 7199, 7198, 7197, 7232
<b>Project Name</b>	<b>Meadowpark Sidewalk &amp; Ditch</b>
<b>Anticipated Start</b>	July 2024
<b>Project Description</b>	Remove the fence and sidewalk. Widen to a 2.5m pathway and landscape
<b>Project Cost</b>	\$100,000.00
<b>Funding Sources</b>	LGFF
<b>Rationale for need</b>	Sidewalk is too narrow and is a safety concern. Yards and fences are extended over the Town's MR
<b>Asset Number</b>	6535
<b>Project Name</b>	<b>Stonebridge Pathway</b>
<b>Anticipated Start</b>	July 2024
<b>Project Description</b>	Add a pathway from Stonebridge Glen to Mandalay Estates
<b>Project Cost</b>	\$25,000.00
<b>Funding Sources</b>	CCBF
<b>Rationale for need</b>	Allow walking access from the two subdivisions
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

**BUILDINGS**

**2024 Capital Projects**

<b>Project Name</b>	<b>Administration Expansion (Planning &amp; Engineering)</b>
<b>Anticipated Start</b>	April 2024
<b>Project Description</b>	Design and engineer evaluation of the existing and planned expansion of the Administration building
<b>Project Cost</b>	85,000.00
<b>Funding Sources</b>	Reserves
<b>Rationale for need</b>	Expansion of the building is needed to accommodate personnel
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

**MACHINERY & EQUIPMENT**

<b>2024 Capital Projects</b>	
<b>Project Name</b>	<b>Council &amp; Boardroom Upgrades</b>
<b>Anticipated Start</b>	March 2024
<b>Project Description</b>	Replace outdated technology in Council Chambers and Boardroom
<b>Project Cost</b>	\$62,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Equipment in both meeting rooms are outdated and no longer functional
<b>Asset Number</b>	2923, 10875, 10879, 10881, 10882, 10883, 11081, 11667, 15877
<b>Project Name</b>	<b>Security Cameras – Wellness Centre</b>
<b>Anticipated Start</b>	May 31, 2024
<b>Project Description</b>	Install security cameras on the outside of the Wellness Centre
<b>Project Cost</b>	\$6,500.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Added security for Town facilities
<b>Asset Number</b>	
<b>Project Name</b>	<b>Unit 111 Equipment – Fire Department</b>
<b>Anticipated Start</b>	March 15, 2024
<b>Project Description</b>	Equipment for Unit 111
<b>Project Cost</b>	\$25,000.00
<b>Funding Sources</b>	Municipal Taxes Local Government Contribution
<b>Rationale for need</b>	Purchase of a Medical Response unit instead of using the large apparatus
<b>Asset Number</b>	
<b>Project Name</b>	<b>Sander for Unit 57 – Operational Services</b>
<b>Anticipated Start</b>	April 2024
<b>Project Description</b>	Removeable Sander for truck box
<b>Project Cost</b>	\$12,300.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Sander can be removed when it's not in use. This frees up the Tandem truck for snow removal and other duties
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

<b>Project Name</b>	<b>VFD for Pump 2 - Pumphouse</b>
<b>Anticipated Start</b>	June 2024
<b>Project Description</b>	Add a VFD to a second large pump
<b>Project Cost</b>	\$15,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Will reduce power consumption and wear on the pump as it will adjust the flow/pressure on actual demand.
<b>Asset Number</b>	
<b>Project Name</b>	<b>Leak Detection Unit – Operational Services</b>
<b>Anticipated Start</b>	July 2024
<b>Project Description</b>	Listening device for finding water leaks
<b>Project Cost</b>	\$6,500.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Will help detect leaks before they surface and help mitigate water loss
<b>Asset Number</b>	
<b>Project Name</b>	<b>Metacon GPS &amp; Antenna – Asset Management</b>
<b>Anticipated Start</b>	April 19, 2024
<b>Project Description</b>	Foreman Package GPS/GNSS & Local Network set up & Roof Antenna
<b>Project Cost</b>	\$20,090.76
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Replace outdated GPS/GNSS Unit & Software
<b>Asset Number</b>	
<b>Project Name</b>	<b>Security Cameras – Golf Course</b>
<b>Anticipated Start</b>	May 31, 2024
<b>Project Description</b>	Install security cameras at the Golf Course
<b>Project Cost</b>	\$11,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Added security for Town facilities
<b>Asset Number</b>	
<b>Project Name</b>	<b>Fire Panel Replacement – Golf Course</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Replace the Fire Alarm panel at the Golf Course
<b>Project Cost</b>	\$11,000.00
<b>Funding Sources</b>	Municipal Taxes
<b>Rationale for need</b>	Update needed to meet new code and to have 24/7 monitoring
<b>Asset Number</b>	



**TOWN OF CARSTAIRS BUDGET**

**2024**

<b>Project Name</b>	<b>Power Carts – Golf Course</b>
<b>Anticipated Start</b>	June 1, 2024
<b>Project Description</b>	Add power carts to our existing fleet
<b>Project Cost</b>	\$111,792.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Need more power carts to meet increased demand
<b>Asset Number</b>	
<b>Project Name</b>	<b>Gator – Golf Course</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Replacement utility vehicle for 1997 Gator
<b>Project Cost</b>	\$21,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Current equipment is falling apart and dangerous to operate
<b>Asset Number</b>	4-19
<b>Project Name</b>	<b>Buffalo Turbine – Golf Course</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Additional blower to assist in Golf Course cleanup and aeration practices
<b>Project Cost</b>	\$16,200.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Improve efficiencies in the cleanup of the Golf Course
<b>Asset Number</b>	
<b>Project Name</b>	<b>Steam Table – Golf Course</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Portable steam table to replace chafing dishes for banquets
<b>Project Cost</b>	\$5,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Helps make banquet meals more efficient for kitchen staff
<b>Asset Number</b>	
<b>Project Name</b>	<b>Tarp Devil</b>
<b>Anticipated Start</b>	April 15, 2024
<b>Project Description</b>	An attachment that goes on the tractor for rolling up the tarps on the greens
<b>Project Cost</b>	\$10,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Will make rolling up tarps more efficiently and safely
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

<b>Project Name</b>	<b>Driving Range Mats &amp; Ball Trays – Golf Course</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Driving Range hitting area for new tee line design
<b>Project Cost</b>	\$15,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Improve the Driving Range experience for users
<b>Asset Number</b>	
<b>Project Name</b>	<b>Fire Panel Replacement – Arena</b>
<b>Anticipated Start</b>	May 1, 2024
<b>Project Description</b>	Replace the Fire Alarm panel at the Arena
<b>Project Cost</b>	\$15,500.00
<b>Funding Sources</b>	Municipal Taxes
<b>Rationale for need</b>	Update needed to meet new code and to have 24/7 monitoring
<b>Asset Number</b>	
<b>Project Name</b>	<b>Floor Machine – Arena</b>
<b>Anticipated Start</b>	April 2024
<b>Project Description</b>	Purchase a bigger Floor Machine for the Arena
<b>Project Cost</b>	\$15,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	The current machine is too small one and can't wash the floor in charge. Need to ensure the floor is clean and not slippery and to be able to do it more efficiently.
<b>Asset Number</b>	
<b>Project Name</b>	<b>Hot Dog Machine – Arena</b>
<b>Anticipated Start</b>	June 2024
<b>Project Description</b>	Purchase a hot dog machine for the Arena
<b>Project Cost</b>	\$7,077.68
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	There is a high need for the concession. Currently using the Golf Course's machine; this would allow both departments to be able to use them simultaneously.
<b>Asset Number</b>	
<b>Project Name</b>	<b>Lift – Operational Services</b>
<b>Anticipated Start</b>	May 2024
<b>Project Description</b>	Purchase a 46' 4 x 4 Man Lift
<b>Project Cost</b>	\$50,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Saves on expense of renting every year for trimming trees, hanging Christmas lights, building maintenance, pathway lighting, etc.
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

<b>Project Name</b>	<b>Tractor – Operational Services</b>
<b>Anticipated Start</b>	June 2024
<b>Project Description</b>	Replace Unit 13 Tractor
<b>Project Cost</b>	\$70,000.00
<b>Funding Sources</b>	LGFF
<b>Rationale for need</b>	Unit 13 is passed its end of life and is often out-of-service. Used for mowing ditches, tilling, and fertilizing
<b>Asset Number</b>	2947
<b>Project Name</b>	<b>Security Cameras – Community Hall</b>
<b>Anticipated Start</b>	May 31, 2024
<b>Project Description</b>	Install security cameras on the outside of the Community Hall and in the lobby
<b>Project Cost</b>	\$7,500.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Added security for Town facilities
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

**LAND IMPROVEMENTS**

**2024 Capital Projects**

<b>Project Name</b>	<b>Sidewalk / Entry – Administration Building</b>
<b>Anticipated Start</b>	July 2024
<b>Project Description</b>	Repair concrete in front of the Administration building (south side)
<b>Project Cost</b>	\$20,000
<b>Funding Sources</b>	CCBF
<b>Rationale for need</b>	Cracks and uneven concrete are tripping hazards
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

**LAND PURCHASE**

**2024 Capital Projects**

<b>Project Name</b>	
<b>Anticipated Start</b>	
<b>Project Description</b>	
<b>Project Cost</b>	
<b>Funding Sources</b>	
<b>Rationale for need</b>	
<b>Asset Number</b>	

**TOWN OF CARSTAIRS BUDGET**

**2024**

**VEHICLES**

**2024 Capital Projects**

<b>Project Name</b>	<b>Unit 111 – Fire Department</b>
<b>Anticipated Start</b>	March 15, 2024
<b>Project Description</b>	Purchase Unit 111 – 2013 Ford F150
<b>Project Cost</b>	\$20,000.00
<b>Funding Sources</b>	Loan
<b>Rationale for need</b>	Purchase of a Medical Response unit instead of using the large apparatus
<b>Asset Number</b>	

**Bylaw No. 2050**

**BEING** a Bylaw of the Town of Carstairs in the Province of Alberta, for the purpose of which is to authorize several rates of taxation for all purposes of the year 2024.

**WHEREAS**, the Town of Carstairs has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the regular council meeting held April 8, 2024; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Carstairs for 2024 total \$16,935,594.93; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$9,138,734.11 and the balance of \$7,796,860.82 is to be raised by general municipal taxation; and

**WHEREAS**, the Requisitions and Policing Funding Model are:

Alberta School Foundation Fund (ASFF)	
Residential	1,910,779.85
Non-residential	255,531.81
Mountain View Seniors Housing Authority	320,858.00
Mountain View Regional Waste Commission	56,110.00
Policing	292,394.00
Designated Industrial Properties	929.57

**WHEREAS**, the Council of the Town of Carstairs is required each year to levy on the assessed value of all property tax rates sufficient to meet the estimated expenditures and the requisitions; and

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

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

	<u>Assessment</u>
Residential	793,941,600
Non-residential	71,295,350
Special Residential	4,223,000
Machinery & Equipment	108,330
Continuing Care (Lodges)	5,753,000
Exempt Property	47,092,000
	<b>\$922,413,280</b>

**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:

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

	<b>Tax Levy Required</b>	<b>Assessment</b>	<b>Mill Rate</b>	<b>Tax Rate</b>
<b>General Municipal</b>				
Residential	4,366,678.80	793,941,600.00	5.50000	0.005500
Non-Residential	592,678.24	71,295,350.00	8.31300	0.008313
Machinery & Equipment	900.55	108,330.00	8.31300	0.008313
Special Vacant Res	0.00	4,223,000.00	0.00000	0.000000
<b>Alberta School Foundation Fund</b>				
Residential	1,910,779.85	798,164,600.00	2.39397	0.002394
Non-Residential	255,531.81	71,295,350.00	3.58413	0.003584
<b>Mountain View Seniors Housing Authority</b>				
	320,858.00	869,568,280.00	0.36899	0.000369
<b>Mountain View Regional Waste Commission</b>				
	56,110.00	869,568,280.00	0.06453	0.000065
<b>Policing</b>				
	292,394.00	869,568,280.00	0.33625	0.000336
<b>Designated Industrial</b>				
	929.57	12,151,280.00	0.07650	0.000077

Bylaw 2041 – 2023 Mill Rate Bylaw is repealed.

This Bylaw shall take effect on the date of the third and final reading.

**READ A FIRST TIME THIS 8<sup>TH</sup> DAY OF APRIL A.D., 2024.**

**READ A SECOND TIME THIS 8<sup>TH</sup> DAY OF APRIL A.D., 2024.**

**UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 8<sup>TH</sup> DAY OF APRIL A.D., 2024.**

**READ A THIRD AND FINAL TIME THIS 8<sup>TH</sup> DAY OF APRIL A.D., 2024.**

\_\_\_\_\_  
Dean Allan, Deputy Mayor

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



# TOWN OF CARSTAIRS

AN AUTHENTIC SMALL TOWN

March 28, 2023

Attention: Staff Sergeant Stephen Browne  
Didsbury Detachment Commander  
Royal Canadian Mounted Police  
2425 19<sup>th</sup> Street  
P.O Box 1270  
Didsbury, AB T0M 0W0  
Email: [Stephen.browne@rcmp-grc.gc.ca](mailto:Stephen.browne@rcmp-grc.gc.ca)

Dear Stephen,

**Re: Town of Carstairs Policing Priorities 2023**

We are writing to inform you of the following motion that was passed at the Council meeting on Monday, March 27, 2023.

Motion 107/23

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

**CARRIED**

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

Sincerely,



Rick Blair  
CAO, Town of Carstairs

Administrative Office  
Box 370  
844 Centre St  
Carstairs, AB  
T0M 0N0  
P: 403.337.3341  
F: 403.337.3343



Box 926  
Carstairs AB, T0M0N0  
[carstairsag@gmail.com](mailto:carstairsag@gmail.com)

*March 27, 2024*

Members of the council,

Once again spring is rolling around and another growing season is approaching. Once again the Carstairs Ag Society is planning to celebrate Arbor Day. Planning is underway for this year's event, open to the public, is planned to be held Saturday, May 11, 2024, at the Carstairs Nature Space and possibly another park space in Carstairs.

I am requesting on behalf of the Ag Society that council designate May 11 2024, as Arbor Day in Carstairs. Thank -you for your consideration, and we hope to see you on Arbor Day!!

Mitch Miller  
Director Carstairs Ag Society



**PROCLAMATION**  
**TOWN OF CARSTAIRS ARBOR DAY**  
**MAY 11, 2024**

**WHEREAS:** *Arbor Day is now observed throughout Canada and the world, and*

**WHEREAS:** *the Arbor Day Committee made up of members of the Community and the Carstairs Ag Society proposes to celebrate Arbor Day in the Town of Carstairs by setting aside a special day for planting trees and have speakers talk to the value of our urban forest and the future, and*

**WHEREAS:** *trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and*

**WHEREAS:** *trees are a renewable resource giving us paper, wood for our homes, fuel for fires and countless other wood products, and*

**WHEREAS:** *trees in our Town, increase property values, enhance the economic vitality of business areas, and beautify our community, and*

**WHEREAS:** *trees wherever they are planted, are a source of joy and spiritual renewal.*

**NOW THEREFORE,** *I, Dean Allan, Deputy Mayor of the Town of Carstairs, do hereby proclaim May 11, 2024, as Arbor Day in the Town of Carstairs, and I urge all residents to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and I urge all residents to plant trees to promote the well-being of this and future generations.*

*Dated this 8<sup>th</sup> day of April, 2024*

\_\_\_\_\_  
*Dean Allan, Deputy Mayor*