



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, DECEMBER 9, 2024, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of December 9, 2024
Motion: To adopt the agenda of December 9, 2024

4. ADOPTION OF MINUTES

- a) Adoption of minutes of November 25, 2024 (addendum 4.a)
Motion: To adopt the minutes of November 25, 2024



5. BUSINESS ARISING FROM PREVIOUS MEETING

6. DELEGATIONS

- a) Enterprise Fleet Management-Brandon Gillis & Juan Porras



7. BYLAWS AND POLICIES

- a) Bylaw No. 2057-Operating Line of Credit (addendum 7.a)



8. NEW BUSINESS

- a) 2025 Operating Budget
- b) Transfer of Surplus Funds
- c) Golf Course Cabling
- d) Golf Course Event Tent Paving
- e) Golf Course Storage Shed

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

- 30 - 32 a) Municipal Support for the Red Deer River Watershed Alliance (addendum 11.a)

- 33 b) Renegades Minor Hockey Association Sponsorship Request 2024-25 (addendum 11.b)

- 34 c) Water Bill concern (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).

17. ADJOURNMENT

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 25, 2024, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

ATTENDEES: Mayor Colby, Councilors Allan, 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: Nil

CALL TO ORDER: Mayor Colby called the meeting of Monday, November 25, 2024, to order at 7:00 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA:
Motion 429/24 Motion by Councilor Wilcox to adopt the Regular Council agenda of November 25, 2024, as presented. **CARRIED**

ADOPTION OF PREVIOUS MINUTES:
Motion 430/24 Motion by Councilor Allan to adopt the Regular Council Meeting minutes of November 12, 2024, as presented. **CARRIED**

BUSINESS ARISING FROM PREVIOUS MEETING: Nil

DELEGATIONS: **1. Carstairs Citizens on Patrol-Ernie Bradley**
E. Bradley presented Council with patrol reports and the C.O.P.s 2025 budget. C.O.P. patrolled for 180 hours over 45 nights, covering 2295 kilometers. Currently, 13 patrollers volunteer to patrol on weekend nights. Patrolling and physically inspecting 9 town buildings and 3 community buildings. The 2025 Budget predicts a \$500 deficit, with fuel cards being their largest expense. They will be looking to replace the tablet that is used in the near future as well; they would appreciate Council's ongoing support. C.O.P. is always searching for more volunteers and has included information in the welcome package provided to newcomers to the community in the hopes of attracting more.

Councilor Allan queried whether the 45 nights of patrol were due to a lack of volunteers, which E. Bradley affirmed. Councilor Allan expressed appreciation for the service provided.

Councilor Roberts expressed gratitude.

Councilor Ratz asked how old the present tablet is, E. Bradley responded that it is two years old and cost C.O.P. \$2,000.00 at the time of purchase.

Councilor Ball had no questions but believes the program is an important component of the community.

Councilor Wilcox echoed the community benefit provided by C.O.P. Asking if residents can request to have C.O.P. patrol their homes while they are away on vacation, E. Bradley answered that yes, residents can do so by applying with Emergency Services.

Councilor Fricke expressed appreciation, adding that Carstairs is the only municipality in the area that offers a C.O.P. program, which is a really unique service.

E. Bradley noted that C.O.P. meets with R.C.M.P. and Emergency Management three times per year to keep each other up to speed.

Mayor Colby expressed thanks for the presentation and what C.O.P. does for the community.

Motion 431/24 Motion by Councilor Fricke to accept the Delegation from Carstairs Citizens on Patrol as information. **CARRIED**

BYLAWS & POLICIES: **1. Bylaw No. 927 Injurious Occupation Bylaw-Amended**
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 432/24 Motion by Councilor Ball to give first reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended. **CARRIED**

Motion 433/24 Motion by Councilor Wilcox to give second reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended. **CARRIED**

Motion 434/24 Motion by Councilor Fricke to move to third and final reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended. **UNANIMOUSLY CARRIED**

Motion 435/24 Motion by Councilor Allan to give third and final reading of Bylaw No. 927 Injurious Occupation Bylaw, as amended. **CARRIED**

2. Bylaw No. 980 Fire Department Bylaw-Amended
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 436/24 Motion by Councilor Roberts to give first reading of Bylaw No. 980 Fire Department Bylaw, as amended. **CARRIED**

Motion 437/24 Motion by Councilor Ratz to give second reading of Bylaw No. 980 Fire Department Bylaw, as amended. **CARRIED**

Motion 438/24 Motion by Councilor Ball to move to third and final reading of Bylaw No. 980 Fire Department Bylaw, as amended. **UNANIMOUSLY CARRIED**

Motion 439/24 Motion by Councilor Wilcox to give third and final reading of Bylaw No. 980 Fire Department Bylaw, as amended. **CARRIED**

3. Bylaw No. 1066 Cannabis Consumption Bylaw-Amended
The amended Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 440/24 Motion by Councilor Fricke to give first reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended. **CARRIED**

Motion 441/24 Motion by Councilor Allan to give second reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended. **CARRIED**

Motion 442/24 Motion by Councilor Roberts to move to third and final reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended. **UNANIMOUSLY CARRIED**

Motion 443/24 Motion by Councilor Ratz to give third and final reading of Bylaw No. 1066 Cannabis Consumption Bylaw, as amended. **CARRIED**

4. Bylaw No. 2054 Business License Bylaw
The new Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 444/24 Motion by Councilor Wilcox to give first reading of Bylaw No. 2054 Business License Bylaw, as presented. **CARRIED**

Motion 445/24 Motion by Councilor Fricke to give second reading of Bylaw No. 2054 Business License Bylaw, as presented. **CARRIED**

Motion 446/24 Motion by Councilor Allan to move to third and final reading of Bylaw No. 2054 Business License Bylaw, as presented. **UNANIMOUSLY CARRIED**

Motion 447/24 Motion by Councilor Roberts to give third and final reading of Bylaw 2054 Business License Bylaw, as presented. **CARRIED**

5. Bylaw No. 2056 Rates & Fees 2025 Bylaw

The new Bylaw was reviewed at the last Policy and Priorities Committee meeting.

Motion 448/24 Motion by Councilor Ratz to give first reading of Bylaw No. 2056 Rates & Fees 2025 Bylaw, as presented.

CARRIED

Motion 449/24 Motion by Councilor Ball to give second reading of Bylaw No. 2056 Rates & Fees 2025 Bylaw, as presented.

CARRIED

Motion 450/24 Motion by Councilor Wilcox to move to third and final reading of 2056 Rates & Fees 2025 Bylaw, as presented.

UNANIMOUSLY CARRIED

Motion 451/24 Motion by Councilor Fricke to give third and final reading of Bylaw 2056 Rates & Fees 2025 Bylaw, as presented.

CARRIED

6. Policy No. 11-022-18 Council & CAO Attendance at Conferences-Amended

The amended Policy was reviewed at the last Policy and Priorities Committee meeting.

Councilor Wilcox inquired about the possibility of modifying the phrasing regarding RMA attendance from "either in the spring or fall" to "in the spring and/or fall." There was more discussion about modifying the wording and how doing so would require the budgeted money to cover both. It is difficult to budget for uncertain events.

Councilor Ball remembers the conversation going differently at the P&P meeting and interprets it as being approved on a case-by-case basis. Councilor Allan stated that it was discussed that way but ended in the changes presented. Councilor Roberts echoed Councilor Allan, while Councilor Ratz agreed with Councilor Ball.

Councilor Allan suggested that the policy read that "may be approved by Council to attend the annual RMA Conference in spring or fall.

Councilor Wilcox asked if the spring or fall conference was larger or better than the other. CAO Blair stated in previous years they have been the same size however, the fall was better attended.

Councilor Ball proposed that the administration budget for the Mayor and two Councilors to attend the RMA conference in the spring or fall, with council approval at the organizational meeting. Councilor Fricke proposed adding in the principal that attendance at conferences is based upon approval at the organizational meeting.

Council was unable to reach an agreement and was advised that the Policy may be examined at the next Policies & Priorities Committee meeting.

Motion 452/24 Motion by Councilor Ball to send Policy No. 11-022-18 Council & CAO Attendance at Conferences to Policies & Priorities for further review.

CARRIED

7. Policy No. 23-002-24 Fire-Call Attendance Compensation-Amended

The amended Policy was reviewed at the last Policy and Priorities Committee meeting.

Motion 453/24 Motion by Councilor Allan to adopt Policy No. 23-002-24 Fire-Call Attendance Compensation as amended.

CARRIED

8. Policy No. 41-004-19 Utility Charges for New Builds-For Repeal

The Policy was reviewed at the last Policy and Priorities Committee meeting.

Motion 454/24 Motion by Councilor Ball to repeal Policy No. 41-004-19 Utility Charges for New Builds.

CARRIED

NEW BUSINESS: Nil

COMMITTEE REPORTS: **1. Policies & Priorities Committee**
 -Minutes of the November 21, 2024 meeting were reviewed.
 -Next Meeting January 2025.

Motion 455/24 Motion by Councilor Roberts to accept Policies & Priorities Committee report as information.

CARRIED

2. Mountain View Regional Waste Commission

-Next Meeting TBD.

3. Mountain View Regional Water Commission

-Next Meeting November 27, 2024.

4. Mountain View Seniors' Housing

-The Board met on November 14, 2024. D. Fulton, MVC Councilor, serves as the Board Chair. Councilor Fricke serves as Vice Chair. Sundre Mayor R. Warnock serves as the Foundation's chairman. The board approved the 2025 requisitions. Chinook Winds Lodge is currently 93% occupied. The 2025 capital budget has been approved. On November 21, 2024, MVSH hosted their annual staff appreciation event. CAO S. Stilling did an excellent job hosting, with plenty of staff engagement and recognition.

Motion 456/24 Motion by Councilor Ratz to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS: **Councilor Allan**
 -November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Ball

-November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Fricke

-November 14, 2024, attended MVSH Board Meeting.

-November 16, 2024, attended the Town of Carstairs Craft Market.

-November 21, 2024, attended Policies & Priorities Committee Meeting.

-November 21, 2024, attended MVSH Staff Appreciation Event.

-November 22, 2024, met with a resident.

Councilor Ratz

-November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Roberts

-November 21, 2024, attended Policies & Priorities Committee Meeting.

Councilor Wilcox

-November 14, 2024 attended Parkland Executive Board Meeting.

-November 18, 2024, attended the Carstairs Public Library Board Meeting. The library is seeing consistent growth every month. Reminder that the Library is holding their Christmas party on December 3, 2024.

Mayor Colby

-November 21, 2024, attended Policies & Priorities Committee Meeting.

-Craft market

Motion 457/24 Motion by Councilor Wilcox to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE: **1. Letter of Request-Kiwanis**
 Council reviewed a letter from the Olds and District Kiwanis Music Festival Society requesting donations. Historically, the town has donated \$500.

Motion 458/24 Motion by Councilor Fricke to direct administration to accept the same funding model as in the past and donate \$500 to the Olds and District Kiwanis Music Festival Society.

CARRIED

2. Carstairs Public Library Board Appointment-Marjorie Jantzen

Motion 459/24 Motion by Councilor Ball to appoint Marjorie Jantzen to the Carstairs Public Library Board for a 3-year term.

CARRIED

CAO’S REPORT:

- November 19, and 25, 2024, met with Enterprise Fleet. They will be presenting at the December 9, 2024, council meeting.
- November 20, 2024, met with ISL regarding 2025 rates and extension of contract, grant applications for the water reservoir, and Administrative building expansion.
- November 21, 2024, met with AHS to discuss possible leasing options.
- Dealing with legal matters, staff evaluations, budgets, grant applications.
- Meeting with Water Commission on Wednesday.

Motion 460/24

Motion by Councilor Allan to accept CAO’s Report as information.

CARRIED

COUNCILOR COMMENTS: Nil

PUBLIC QUESTION PERIOD: Nil

MEDIA QUESTION PERIOD: Nil

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

Motion 461/24

Motion by Councilor Wilcox that Council close the meeting to the public to discuss Third-Party Personnel Privacy as per Section 17 of FOIP.

CARRIED

Motion 462/24

Motion by Councilor Fricke to come out of the closed meeting session at 7:53 p.m.

CARRIED

NEXT MEETING: Monday, December 9, 2024, at 7:00 p.m.

ADJOURNMENT:
Motion 463/24
Motion by Councilor Roberts to adjourn the meeting of November 25, 2024, at 7:54 p.m.

CARRIED

Lance Colby, Mayor

Rick Blair, CAO



FLEET MANAGEMENT

12/09/2024

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AGENDA



- **Why Enterprise?**
- **Reasons to Partner**
- **Total Cost of Ownership**
- **10-Year Model**
- **The Enterprise Difference**

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COMPREHENSIVE OFFERING, SO YOU CAN FOCUS ON YOUR OBJECTIVES

Customized to best fit the needs of your business.



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enterprise
FLEET MANAGEMENT

BUSINESS PARTNERS



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REASONS TO PARTNER



KEY OBJECTIVES

Reasons to Partner

- ✓ **Financial Benefits vs. Current Strategy**
- ✓ **Proactive Fleet Management**
- ✓ **Relieve Administrative Burden**

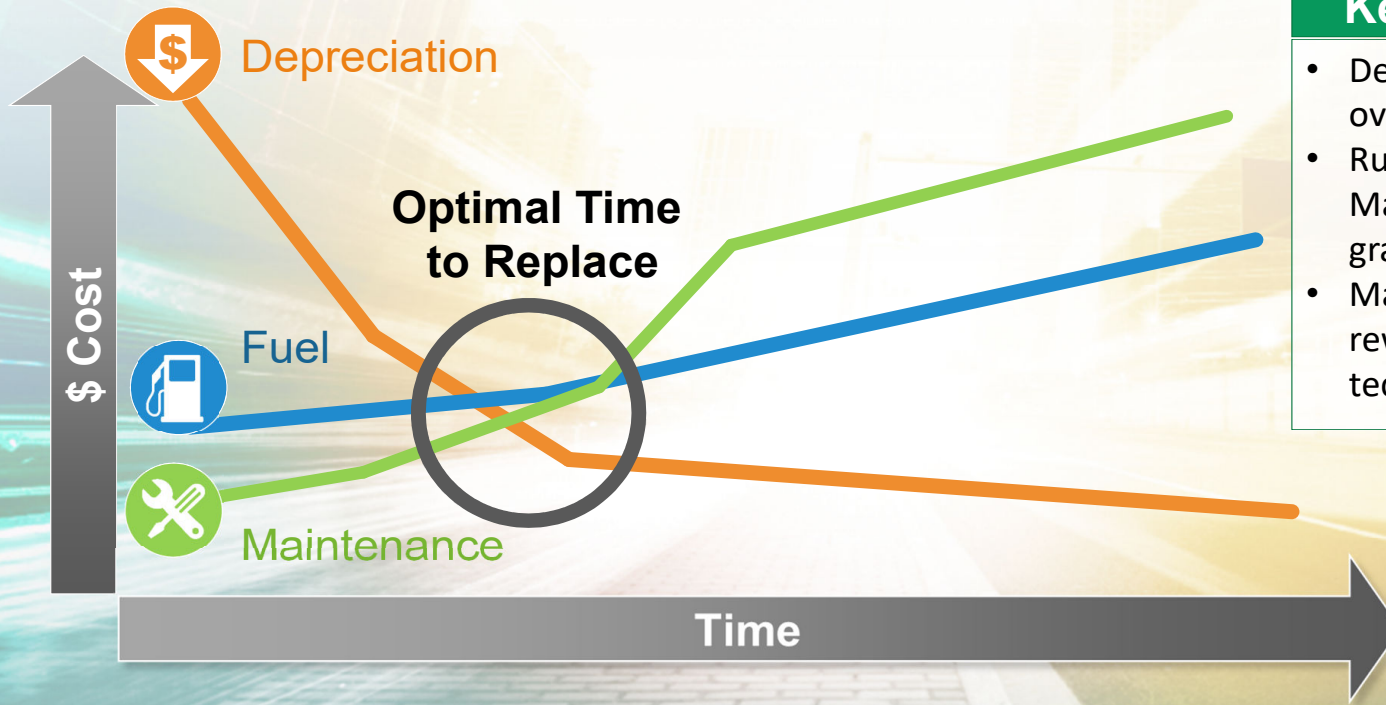
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Reasons to Partner

- Financial Benefits vs. Current Strategy



TOTAL COST OF OWNERSHIP



Key Observations

- Depreciation/year declines over time
- Running costs of Fuel and Maintenance increase gradually over time
- Mandated fuel efficiencies reward staying on technology wave

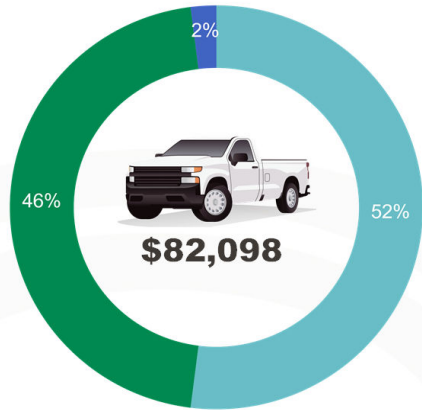
Proposed Recommendation

Purchase vs EFM Recommendation



2025 GMC Sierra 1500 | SLE 4x4 Crew Cab 6.6 ft. box 157 in. WB

Current
For 10 years

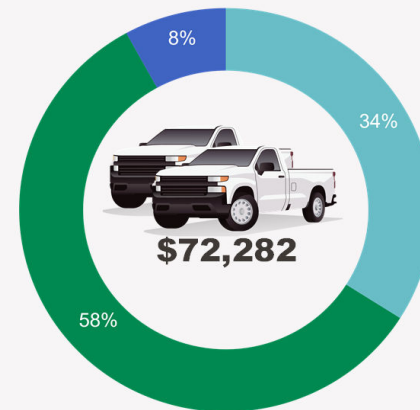


- Total operating cost
- Total capital cost
- Total administrative cost

After cash flow from vehicle sale(s) and income tax deduction

Total Cash Outlay: \$98,218

Recommendation
For 5 years each



- Total operating cost
- Total capital cost
- Total administrative cost

After cash flow from vehicle sale(s) and income tax deduction

Total Cash Outlay: \$99,131

Financial Impact

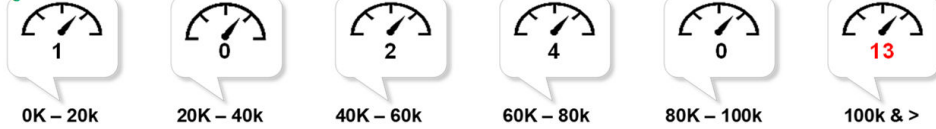
\$9,816 ✓

Carstairs, Town of
Fleet Profile



FLEET SIZE	AVG AGE	AVG ANNUAL MILEAGE	AVG ANNUAL ACQUISITIONS	AVG MODEL YEAR	HOLDING PERIOD
20	14.1	0	1.5	2010	10.0

Mileage Intervals

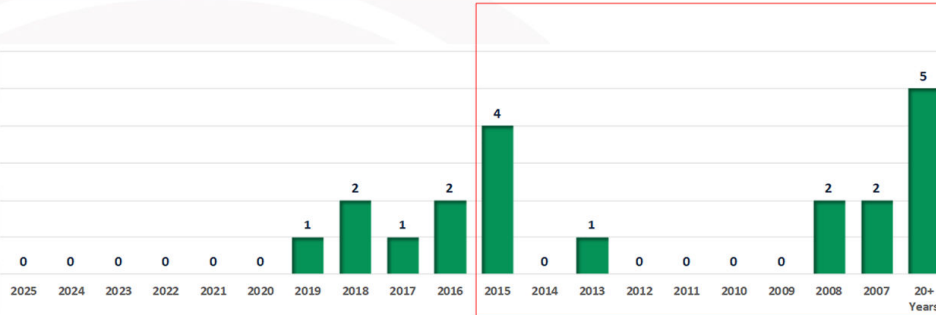


Vehicle Type	Quantity	Avg Age	Avg Annual Mileage
TRUCK	17	14.3	10,460
SUV	3	12.9	10,013
VAN	0	#DIV/0!	#DIV/0!
CAR	0	#DIV/0!	#DIV/0!
Totals/Averages:	20	14.1	10,400

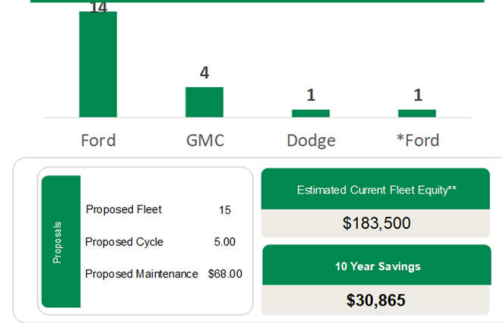
Vehicle Classes
2

Average Odometer
136,922

MODEL YEAR ANALYSIS



Manufacturer Profile



Proposals	Proposed Fleet	15	Estimated Current Fleet Equity**	\$183,500
	Proposed Cycle	5.00		
	Proposed Maintenance	\$68.00	10 Year Savings	\$30,865

**Estimated Current Fleet Equity is based on the current fleet "sight unseen"
*Total Savings Impact includes unrealized equity of -\$175,786

Carstairs, Town of Fleet Planning Analysis



Assumptions	Fleet Analyzed	15	Fleet Growth	0.00%
	Current Cycle	10.00	Annual KM	11,900
	Current Maintenance	\$224.00	Current L/100KM	13
	Maint. Cents Per KM	\$0.23	Prince/Liter	\$1.40

Proposals	Proposed Fleet	15
	Proposed Cycle	5.00
	Proposed Maintenance	\$68.00

Fiscal Year	Fleet Size	Fleet Mix			Fleet Cost					Annual		
		Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	Net Cash
Average	15	1.5	15	0	66,684	0	0		40,320	32,487	139,491	0
Year 1 ('25)	15	15	0	15	0	155,005	-183,500		12,240	25,990	9,734	129,757
Year 2 ('26)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 3 ('27)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 4 ('28)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 5 ('29)	15	0	0	15	0	155,005	0		12,240	25,990	836	138,655
Year 6 ('30)	15	15	0	15	0	155,005	0	-192,399	12,240	25,990	193,234	-53,743
Year 7 ('31)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 8 ('32)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 9 ('33)	15	0	0	15	0	155,005	0		12,240	25,990	193,234	-53,743
Year 10 ('34)	15	0	0	15	0	155,005	0	-192,399	12,240	25,990	836	138,655

SAVINGS

10 Year Savings

\$30,865

Current Fleet Equity Analysis						
YEAR	2025	2026	2027	2028	2029	Under-Utilized
QTY	15	0	0	0	0	0
Est \$	\$12,233	\$0	\$0	\$0	\$0	\$0
TOTAL	\$183,500	\$0	\$0	\$0	\$0	\$0
\$183,500						
Estimated Current Fleet Equity**						

Key Objectives

- Lower average age of the fleet**
50% of the current light and medium duty fleet is over 10 years old
Resale of the aging fleet is significantly reduced
- Reduce operating costs**
Newer vehicles have a significantly lower maintenance expense
Newer vehicles have increased fuel efficiency with new technology implementations
- Maintain a manageable vehicle budget**
Challenged by inconsistent yearly budgets
Currently vehicle budget is underfunded

* Lease Rates are conservative estimates
**Estimated Current Fleet Equity is based on the current fleet "sight unseen"
and can be adjusted after physical inspection and may change based on market factors, these are not guaranteed values
Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

ANALYSIS BASED ON ORIGINAL RECOMMENDATIONS FOR CONCEPTUAL SAVINGS AND MAY CHANGE BASED ON FINAL PROPOSAL, CHANGES TO THE MARKET AND OTHER FACTORS

Prepared on 11/18/2024 Version 91324



Reasons to Partner

- Financial Benefits vs. Current Strategy
- Proactive Fleet Management



AQUISITION



Order Timing

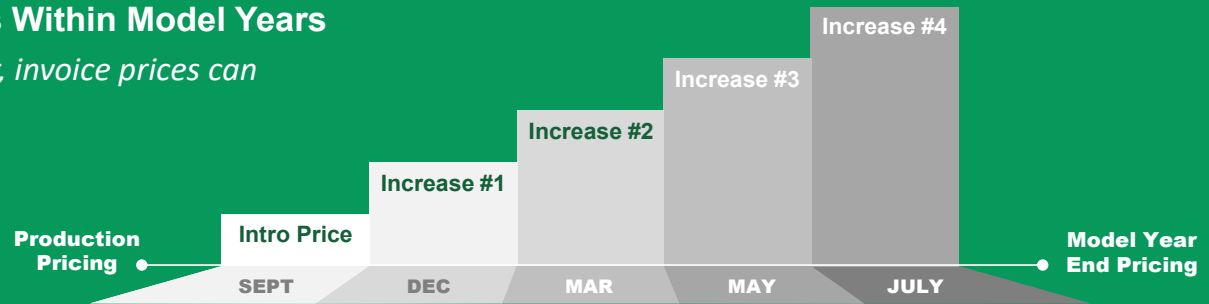
- Order Timing to lower invoice cost and sell at the right time
- Replacement planning meeting every Spring
- Factory Order vs. Dealer Stock

Aftermarket Process

- Continue the current process in-house
OR
- Enterprise can manage the aftermarket process - straight pass-thru cost

Vehicle Price Increases Within Model Years

Throughout the model year, invoice prices can increase up to four times.



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REMARKETING



700 DEDICATED
REMARKETING EMPLOYEES



150 REMARKETING
LOTS IN NORTH AMERICA

IN 2024, ENTERPRISE
SOLD OVER
1,100,000
VEHICLES.

COMMERCIAL SALES
EXCEEDED AT AN
AVERAGE OF
110%
of
BLACK BOOK (CVI).



■ AUCTION 15%
■ DIRECT TO DEALER 85%

19,000+
UNIQUE BUYERS



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Reasons to Partner

- Financial Benefits vs. Current Strategy
- Proactive Fleet Management
- Relieve Administrative Burden



MAINTENANCE PROGRAMS



Full Maintenance

- Fixed monthly rate
- Simple process for all parties
- Includes: 24/7 Roadside, all major and minor repairs

Maintenance Management

- “Bridge” program for currently owned fleet vehicles
- Seamless experience for field drivers
- All maintenance expenses accounted for on one monthly invoice

Enterprise National Service Department

- 170 Employees with over 1,300 total accredited certifications
- 460,000+ vehicles under management on this program
- \$39.2 million in customer savings in FY2019
- \$5.1 million in post warranty/goodwill refunded to our customers in FY2019



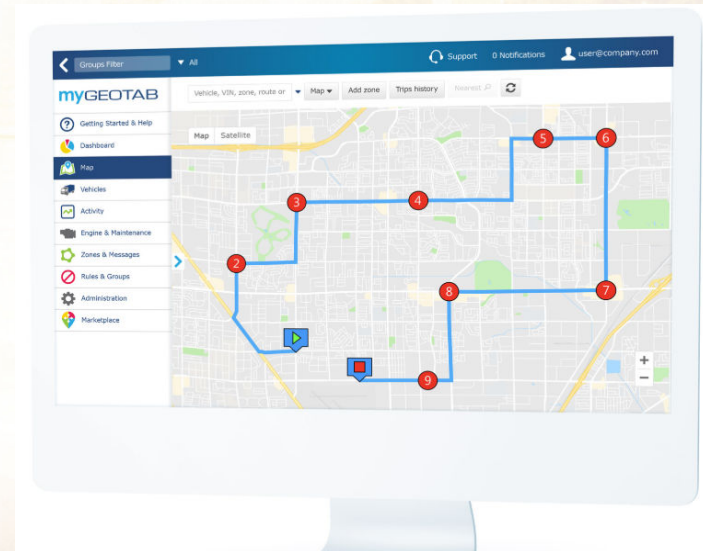
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TOOLS & TECHNOLOGY – GEOTAB TELEMATICS



FOUR TELEMATICS PRIORITIES

FLEET	TIME	SAFETY	COMPLIANCE
<p>Reduce Vehicle Miles Traveled (VMT)</p> <p>Monitor and modify wasteful behavior</p> <p>Manage Maintenance Intervals</p>	<p>Improve Efficiency <i>Less Windshield Time: More Customer Time (target 40:60)</i></p> <p>Reduce Overtime</p>	<p>Reduce Claims <i>Vehicle Damage Worker's Comp Personal Injury General Liability</i></p> <p>Reduce Failed MVRs</p>	<p>Hours of Service Fuel Tax (IFTA) CSA <i>Vehicle Inspection Driving Safety</i></p>



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TOOLS & TECHNOLOGY – CUSTOMER WEBSITE



FLEET MIX

- 1 Ton Pickup Reg 4x2
- Compact SUV 4x2
- Compact SUV 4x4
- Full-size Sedan
- Med Duty Cab Chassis
- Mid-size Sedan

OIL CHANGE OUTLIERS

Vehicles

11.2% (Data > 5 mos) | 30.8% (Miles > 6500)

ALERTS

No new alerts

MAINTENANCE SPEND OUTLIERS

\$Value	Driver	Customer Vehicle ID	YMSI
\$4,425.17	ABC Driver	23456789AAAA	details
\$2,587.10	ABC Driver	23456789AAAB	details
\$2,406.00	ABC Driver	23456789AAAC	details
\$2,139.32	ABC Driver	23456789AAAD	details
\$2,270.57	ABC Driver	23456789AAAE	details

MONTHLY FUEL GALLONS BY FUEL GRADE

MONTHLY FUEL SPEND BY FUEL GRADE

FLEET SUMMARY

Vehicle	Master Cust Num	Master Cust Name	Cust Num	Cust Name	Cust Vehicle ID	Driver	VIN	Year	Make	Model	Series	License St
ABC118	453793	ABC Customer, Inc.	453793	ABC Customer - H	100 Headquarters	23456789AAAA	1F123456786	2016	Ford	Fusion	SE 4dr Front-whe...	IL
ABC117	453793	ABC Customer, Inc.	453793	ABC Customer - G	300 AR 1/S	23456789AAAB	1F123456786	2016	Ford	Fusion	SE 4dr Front-whe...	OH
ABC116	453793	ABC Customer, Inc.	453793	ABC Customer - F	310 AR OS	23456789AAAC	1F123456786	2016	Ford	Fusion	SE 4dr Front-whe...	MI
ABC115	453793	ABC Customer, Inc.	453793	ABC Customer - E	310 AR OS	23456789AAAD	1F123456786	2016	Ford	Fusion	SE 4dr Front-whe...	TX
ABC114	453793	ABC Customer, Inc.	453793	ABC Customer - D	test-new-id	23456789AAAE	1F123456786	2015	Intern...	*4300	*Reg Cab	NY
ABC113	453793	ABC Customer, Inc.	453793	ABC Customer - C	300 AR 1/S	23456789AAAF	1F123456786	2015	Ford	Fusion	SE 4dr Front-whe...	WV
ABC112	453793	ABC Customer, Inc.	453793	ABC Customer - B	750 PharmaForce	23456789AAAG	1F123456786	2015	Ford	Fusion	SE 4dr Front-whe...	TN
ABC111	453793	ABC Customer, Inc.	453793	ABC Customer - A	300 AR 1/S	23456789AAAH	1F123456786	2015	Ford	Fusion	SE 4dr Front-whe...	GA



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Reasons to Partner

- ✓ Financial Benefits vs. Current Strategy
- ✓ Proactive Fleet Management
- ✓ Relieve Administrative Burden



Skid Steers



Trailers



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FLEET MANAGEMENT

Bylaw No. 2057

BEING a Bylaw of the Town of Carstairs in the Province of Alberta to authorize the temporary borrowing by bank loan in 2025.

WHEREAS, the Council of the Town of Carstairs, in the Province of Alberta, considers it necessary to borrow a sum of money to meet the current operating expenditures and obligations of the Corporation.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation borrows not more than one million (\$1,000,000.00) dollars from an authorized financial institution to meet the current operating expenditures and obligations.
2. The Mayor and Chief Administrative Officer be hereby authorized for and on behalf of the Town of Carstairs,
 - a. To apply to an authorized financial institution for the aforesaid loan to the Town of Carstairs and,
 - b. Execute on behalf of the Town of Carstairs such bills, debentures, and promissory notes for similar forms or obligations that the authorized financial institution may require as evidence of and security for all sums borrowed hereunder,

AND each such bill, debenture promissory note, or obligation shall be valid and binding upon the Town of Carstairs according to its tenor. The authorized financial institution shall never be bound to inquire whether such officers observe limitations of their authority as outlined in this Bylaw.

3. **NOTWITHSTANDING THE preceding**, the Mayor and Chief Administrative Officer shall apply such part of the preceding sum authorized to be borrowed in repayment of previous borrowings of the Town of Carstairs such that all amounts borrowed and outstanding by the Town of Carstairs at any time to the authorized financial institution and all other persons, firms and corporations shall not exceed the amount of taxes levied or estimated to be levied by the Town of Carstairs for the current year.
4. **ALL** sums borrowed pursuant to paragraph 2 hereof shall bear interest at a rate per annum equal to the prime rate of interest charged by the authorized financial institution and advances in effect from time to time; any change in the prime rate charged by the authorized financial institution for advances and such interest shall be calculated and due and payable monthly.
5. **ALL** sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31 of the current year unless hereafter extended by the authority of the Council of the Town of Carstairs.
6. **AS** security for payment of money borrowed pursuant to paragraph one, hereof, the Council hereby pledges to the authorized financial institution the whole of the unpaid taxes and penalties on taxes assessed or levied in any prior years, together with penalties thereon, that are owed to the Town of Carstairs and the whole of the taxes from the current year that are now or may become due to the Town of Carstairs. Still, such security shall be collateral to the obligation of the Town of Carstairs to repay with interest all sums borrowed from the authorized financial institution, and the authorized financial institution shall not be bound to recover any such taxes or penalties before being entitled to payment from the Town of Carstairs.
7. In the event the Council of the Town of Carstairs decides to extend the said loan, and the authorized financial institution is prepared to extend the said loan, any renewal or extension bill, debenture, promissory note, or other obligations executed by the officers designated in paragraph two hereof and delivered to the authorized financial institution, shall be valid and conclusive proof as against the Town of Carstairs of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligations and the authorized financial institution shall not be bound to inquire into the authority of such officers to execute and deliver any such renewal or tension document.
8. This Bylaw shall repeal Bylaw No. 2048.
9. This Bylaw shall come into full force and effect on January 1, 2025.

READ FOR THE FIRST TIME THIS 9TH DAY OF DECEMBER 2024.

READ A SECOND TIME THIS 9TH DAY OF DECEMBER 2024.

UNANIMOUS CONSENT GIVEN TO PRESENT FOR THIRD READING ON THIS 9TH DAY OF DECEMBER A.D., 2024

READ A THIRD AND FINAL TIME THIS 9TH DAY OF DECEMBER 2024.

Lance Colby, Mayor

Rick Blair, CAO



November 25, 2024

Town of Carstairs
844 Centre St
Carstairs, AB T0M 0N0

Re: Municipal Support for the Red Deer River Watershed Alliance

Dear Town of Carstairs,

I am reaching out on behalf of the Red Deer Watershed Alliance. Water is the foundation for the health and prosperity of local communities and the RDRWA recognizes Town of Carstairs is an important leader in land and water use decision-making in the Red Deer River Basin. Below is a brief update on the RDRWA's activities and information on ways you can help achieve our shared watershed planning goals and participate in our 2025-2026 funding process.

Who We Are

The RDRWA was established in 2005 and is one of 11 Watershed Planning and Advisory Councils (WPACs) which partner in the delivery of Alberta's *Water for Life Strategy*. Our vision is that the watershed will be healthy, dynamic, and sustainable through the efforts of the entire community. We are a multi-sector, not-for-profit organization that facilitates regional watershed management. Our renewed WPAC mandate and roles agreement with Environment and Protected Areas (2022) specifies RDRWA will lead an ongoing collaborative process to:

- report on the State of the Watershed,
- further develop and implement the Integrated Watershed Management Plan (IWMP),
- inform, educate and engage on water literacy and watershed stewardship, and
- serve as a convenor and collaborator on watershed issues.

Benefits to Your Municipality

We are sending this letter, and the attached '*Our Common Water*' Case for Support, to invite the Town of Carstairs to join other municipalities from across the watershed with a financial contribution in support of the RDRWA. The RDRWA can directly help to support your municipality through programming at the watershed-scale that influences the health of local watersheds and the water security for communities and industries. Over the past 19 years, our organization has developed many resources to maintain and protect watershed health including science-based state of watershed reporting, outreach programming and regional planning. These materials assist municipalities with local decision-making, planning and have community health and prosperity benefits including source water protection, flood and drought resiliency, increased water literacy, biodiversity enhancement and recreational enjoyment.



Municipalities contribute over 20% of the RDRWA's annual funding, based on a recommended funding model of **50 cents per capita**. Consistent municipal funding strengthens the RDRWA's ability to provide support to partner municipalities, advance integrated watershed management, engage different sectors, align monitoring initiatives and lead water literacy and environmental education efforts.

Update on Activities

Highlights from our [2023-2024 Annual Report](#) and upcoming activities include:

- **Watershed Assessment and Planning Resources:** We produce technical reports and tools addressing watershed topics to assist municipalities with land and water resource management. Some initiatives are listed below.
 - **Flood and drought resilience:** The RDRWA partnered with Fiera Biological Consulting (2020 –2024) to map over 10,000 km of riparian shoreline in the Medicine-Blindman Rivers, Buffalo, Kneehills, Threehills, and Little Red Deer Rivers and Raven, Michichi and Rosebud rivers. The technical reports, and municipal summaries targeted restoration and conservation programs that provide ecosystem services including filtration, local flood and drought resiliency, biodiversity and recreation enhancements.
 - **State of the Watershed:** The RDRWA is collaborating with partners to assess and update its [State of the Watershed Report](#) (2009) over the next two years. This resource will inform decision making and prioritize actions for our Integrated Watershed Management Planning ([IWMP](#)).
- **Education and Outreach:** Our work reaches thousands of central Albertans every year. This year the RDRWA hosted and participated in summer outreach events to connect with over 1,400 individuals. Events were for school groups and the general public. RDRWA has also connected with >3,000 individuals on social media (Facebook, X) and through our monthly newsletter and website materials. We additionally developed a number of films on important topics including: [source water](#), [native trout](#), and [riparian areas](#) to increase water literacy.
- **Convenor and Collaborator:** We also provide forums for stakeholders to meet, share information, discuss water and watershed issues and priorities in the basin. In addition to our fall and spring forum, this past year, RDRWA also hosted the provincial WPAC Summit which coincided with a celebration of 20 years of Water for Life and brought partners from across Alberta and beyond to the basin for important watershed discussions. We also hosted several WPAC Drought Resiliency workshops in Vegreville, Blackfalds and Lethbridge to convene municipal partners and prepare for multiyear drought predictions. Finally, RDRWA participated as an observer at in the Water Sharing Agreement meetings for the Red Deer



River Basin and helped share follow up information with our networks.



Stronger Together

Thank-you for considering this invitation to become a funding partner of the RDRWA. For interest and follow up invoicing, please contact the RDRWA at info@rdrwa.ca or 403-340-7379. Your support matters and we hope you will join the community of municipalities to collaborate on watershed management initiatives and help address our current and future shared water challenges.

Sincerely,

A handwritten signature in black ink that reads "Francine Forrest".

Francine Forrest, MSc.
Executive Director, RDRWA
francine@rdrwa.ca

Stay Connected

Did you know that the RDRWA offers many ways to connect?

- Sign up for our [monthly e-newsletter](#)
- Check out water-related events on our [community calendar](#)
- Participate in our regular forums and events
- Request a presentation to Council and/or staff
- Engage with our outreach and technical committees



**Renegades Minor Hockey Association
Sponsorship Request 2024-25**

Dear Community Partner,

We are the Renegades Minor Hockey Association a non-profit amateur athletic organization that provides hockey to three communities Crossfield, Carstairs and Didsbury. We would like to take this opportunity to call upon your generosity to become a sponsor and support our Minor Hockey program.

This letter is to specifically ask you to help with our costs to host a U18 home tournament December 27, 28ⁿ, 29ⁿ, 2024 in Carstairs. This is our first year ever having a home tournament and we can't wait to make this weekend a success. It is with amazing community partners like you that help keep hockey affordable for all kids in our community.

Your Sponsorship will help with the following tournament costs:

- Ice Fees & Referee costs
- Swag bag items – ex.) hockey cards, promotional memorabilia items, store coupons, water bottles, sports drinks, snacks, etc.
- Concession supplies
- Raffle Table items - items that kids aged 13-18 would enjoy, hockey items such as hockey bags, hockey sticks, NHL jerseys, game tickets, Renegades team apparel, promotional memorabilia items, gift cards etc.

*We also have the option of four levels of sponsorship.

Platinum Partner	Gold Partner	Silver Partner	Bronze Partner
\$1200 - Feature advertising and recognition at all Renegades tournaments Advertising on all event posters, promotions, Renegades Website, Facebook & intercom announcements	\$600 - advertising and recognition at all Renegades tournaments Advertising on all event posters, promotions, Renegades Website and Facebook.	\$300 advertising and recognition at all Renegades tournaments Advertising on all event posters, promotions, Renegades Website and Facebook.	Donation of raffle table item Recognition at tournament

If you would be interested in sponsoring our tournament please reach out to U18 Tournament Coordinators: Melodie Palyga
403-818-0162

melodiepalyga@gmail.com

or Kierstyn Ford

1-519-999-2140

kierstyn.ford25@gmail.com

RMHA Fundraising Coordinator: Bobbie Stewart

403-369-5994

fundraising@renegadesminorhockey.com

Thank you in advance for your generosity and supporting minor hockey in our community.

Sincerely,

Renegades Minor Hockey Association

All U18 Tournament donations are due by Wednesday December 18, 2024

Kayleigh Van Es

From: Shannon Allison
Sent: November 28, 2024 7:03 AM
To: Kayleigh Van Es; Rick Blair
Cc: Shannon Allison
Subject: FW: Town of Carstairs - Utility Bill

Importance: High

From: [REDACTED]
Sent: Wednesday, November 27, 2024 8:25 PM
To: Finance <finance@carstairs.ca>
Subject: Re: Town of Carstairs - Utility Bill
Importance: High

To the Town Mayor and Councillors,

This is a typical water bill during the winter months where we don't use water for the garden. This means that when my consumption goes up in the spring for watering the sewage amount should stay the same not increase based on water consumption. I have yet to figure out how my water sprayed over my lawn, trees, garden increases the use of sewer consumption. If you can figure that out for me, please let me know.

So I have no problem paying for increase in water consumption but the sewage consumption during the summer is not in direct relation to my water usage.

Please keep this in mind in the spring and figure out how we should be paying sewage based winter months consumption because when you use your current system you are ripping off the citizens that keep paying your salary. It is time to rethink your system. If you want a copy of my July invoice let me know although I would think you should have that on hand.

[REDACTED]

On Nov 27, 2024, at 15:00, Town of Carstairs <finance@carstairs.ca> wrote:

Please see attached your current Town of Carstairs utility bill.



844 Centre Street, Carstairs
(403) 337-3341

<Town of Carstairs - Utility Bill.pdf>