



**TOWN OF CASTOR AGENDA
REGULAR COUNCIL MEETING
Monday, December 8th, 2025**

The regular meeting of the Council of the Town of Castor will be held in the Town of Castor Council Chambers on Monday, December 8th, 2025 starting at 7:00 p.m.

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA
3. ADOPTION OF THE PREVIOUS MINUTES
 - a. Regular Meeting: November 24th, 2025
4. PUBLIC HEARING
 - a. Bylaw 2025-1108 Land Use Amendment – Rezoning
 - i. Call to Order
 - ii. Applicant Summary
 - iii. Public Submissions
 - iv. Written Submissions
 - v. Council Questions of Applicant
 - vi. Closing Comments from Administration
 - vii. Council Questions of Administration
 - viii. Adjournment
5. DELEGATION
 - a.
6. FINANCIAL REPORTS
 - a.
7. CORRESPONDENCE
 - a. STARS Request for Support
8. CLOSED SESSION
 - a. Access to Information Act, S.A. 2024 Chapter A – 1.4: Part 1, Division 2, Section 20 (1)
9. BUSINESS
 - a. RFD - 2026 Interim Operating and Capital Budgets
 - b. RFD – Firearms Authorization
 - c. RFD – Gus Wetter Tigers – Senior High Volleyball
 - d. RFD - East Central Eagles
 - e. RFD – Paintearth 100 Women Who Care

f. Shirley McClellan Regional Water Services Commission 2026 Budget

10. BYLAWS

- a. Bylaw 2025-1108 Land Use Amendment - Zoning
- b. Bylaw 2025-1109 Land Use Amendment – Clerical Errors

11. COMMITTEE REPORTS

- a. Council Reports
- b. CAO Report

12. CLOSED SESSION

13. ADJOURNMENT

**TOWN OF CASTOR
REGULAR COUNCIL MEETING MINUTES
TOWN OF CASTOR COUNCIL CHAMBERS
Monday, November 24th, 2025**

The regular meeting of the Council of the Town of Castor was held at the Town of Castor Council Chambers on Monday, November 24th, 2025, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Trudy Kilner
Deputy Mayor Brenda Hepp
Councillor Chad Gilchrist
Councillor Gwen Kleinschroth
Councillor Don Sisson
Councillor Matthew Sumegi
Councillor Brenda Wismer

Donna Rowland, CAO

ABSENT
CALL TO ORDER

The meeting was called to order by Mayor Kilner at 7:00 p.m.

ACCEPTANCE OF
AGENDA

Res. No. 307/25

MOVED by Councillor Hepp to accept the agenda as presented with the addition Business 7 (e) Shirley McClellan Regional Water Services Commission 2026 Budget Proposal.

CARRIED

**ADOPTION OF
MINUTES**

Res. No. 308/25

MOVED by Councillor Sisson that the minutes of the Regular Meeting of Council held on November 10th, 2025 be adopted as presented.

CARRIED

DELEGATION

Res. No. 309/25

MOVED by Councillor Wismer that the presentation from Sgt. J. Houle be accepted as presented.

CARRIED

FINANCIAL REPORTS

Res. No. 310/25

MOVED by Councillor Kleinschroth that the Cash Statement ending October 31st, 2025 be accepted as presented.

CARRIED

Res. No. 311/25

MOVED by Councillor Sumegi that the Budget Update ending October 31st, 2025 be accepted as presented.

CARRIED

Res. No. 312/25

MOVED by Councillor Hepp that the Gas Reconciliation ending October 31st, 2025 be accepted as presented.

CARRIED

Res. No. 313/25

MOVED by Councillor Gilchrist that the Water Reconciliation ending October 31st, 2025 be accepted as presented.

CARRIED

CORRESPONDENCE

Res. No. 314/25

MOVED by Councillor Sisson that the information and funding request from the Red Deer Regional Watershed Alliance be accepted as information.

CARRIED

BUSINESS

Res. No. 315/25 MOVED by Councillor Sisson that the Town of Castor sends two members of Public Works for training on the Navigator Inspection equipment and that the equipment is self-deployed by the Public Works Department to detect any leaks along the Town of Castor water feeder line.

CARRIED

Res. No. 316/25 MOVED by Councillor Hepp that reserve funds be used to cover the expenses of the project.

CARRIED

Res. No. 317/25 MOVED by Councillor Sumegi that Council uses Secret Ballot voting for the appointment of a member of Council to the East Central Rural Health Pilot Project Working Group and that the Secret Ballots are destroyed after said vote.

CARRIED

Mayor Kilner called for nominations for a representative for the East Central Rural Health Pilot Project Working Group.

Councillor Hepp nominated Councillor Kleinschroth.

Councillor Kleinschroth accepted the nomination.

Mayor Kilner called a second time for nominations.

Mayor Kilner called for a third time for nominations.

Res. No. 318/25 Councillor Sumegi that nominations cease.

CARRIED

Councillor Kleinschroth was declared appointed to the East Central Rural Health Pilot Project.

Res. No. 319/25 MOVED by Councillor Sumegi that the 2025 Tax Auction be adjourned and that the date be set for January 13th, 2026.

CARRIED

Res. No. 320/25

MOVED by Councillor Sisson that the following be appointed to the Castor Library Board with stated term end dates:

- Chair: Shawn Peach - term end date: October 27, 2028
- Beverly Morie - term end date: October 27, 2026
- Angela Eggleston - term end date: October 27, 2026
- Brenda Wismer - term end date: October 27, 2027
- Sandy Shipton - term end date: October 27, 2027
- Barbara Collier - term end date: October 27, 2028
- Carol Ries - term end date: October 27, 2027
- Matthew Sumegi - term end date: October 27, 2027

CARRIED

Res. No. 321/25

MOVED by Councillor Gilchrist that the Shirley McClellan Regional Water Services Commission 2026 Budget be accepted as information.

CARRIED

BYLAW

COMMITTEE REPORTS

Res. No. 322/25

MOVED by Councillor Hepp that Administration post the Agenda Package on the website when it is ready for distribution and that Administration post a brief Council Highlight following the meeting, as time allows; further that Draft Minutes are posted disclaiming subject to approval.

CARRIED

Res. No. 323/25

MOVED by Councillor Kleinschroth to accept the Council Reports for information.

CARRIED

Res. No. 324/25

MOVED by Councillor Hepp to accept the SMT Reports for information.

CARRIED

Res. No. 325/25

MOVED by Councillor Wismer to accept the CAO Report for information.

CARRIED

Mayor Kilner recessed the meeting for five minutes at 8:35 p.m.

The meeting reconvened at 8:40 p.m.

CLOSED SESSION

Res. No. 326/25

MOVED by Councillor Wismer that Council convene in closed session at 8:40 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 20 (1) and (4) (g) and Section 19 (1).

CARRIED

Present: 7 – Mayor Kilner, Deputy Mayor Hepp, Councillor Gilchrist, Councillor Kleinschroth, Councillor Sisson, Councillor Sumegi and Councillor Wismer.

Administration: Donna Rowland, CAO

Res. No. 327/25

MOVED by Councillor Kleinschroth that Council revert to regular meeting session at 9:31 p.m.

CARRIED

ADJOURNMENT

Mayor Kilner adjourned the meeting at 9:31 p.m.

These minutes approved this 8th day of December 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

****These minutes are "draft" only and are subject to Council approval.*

DRAFT



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

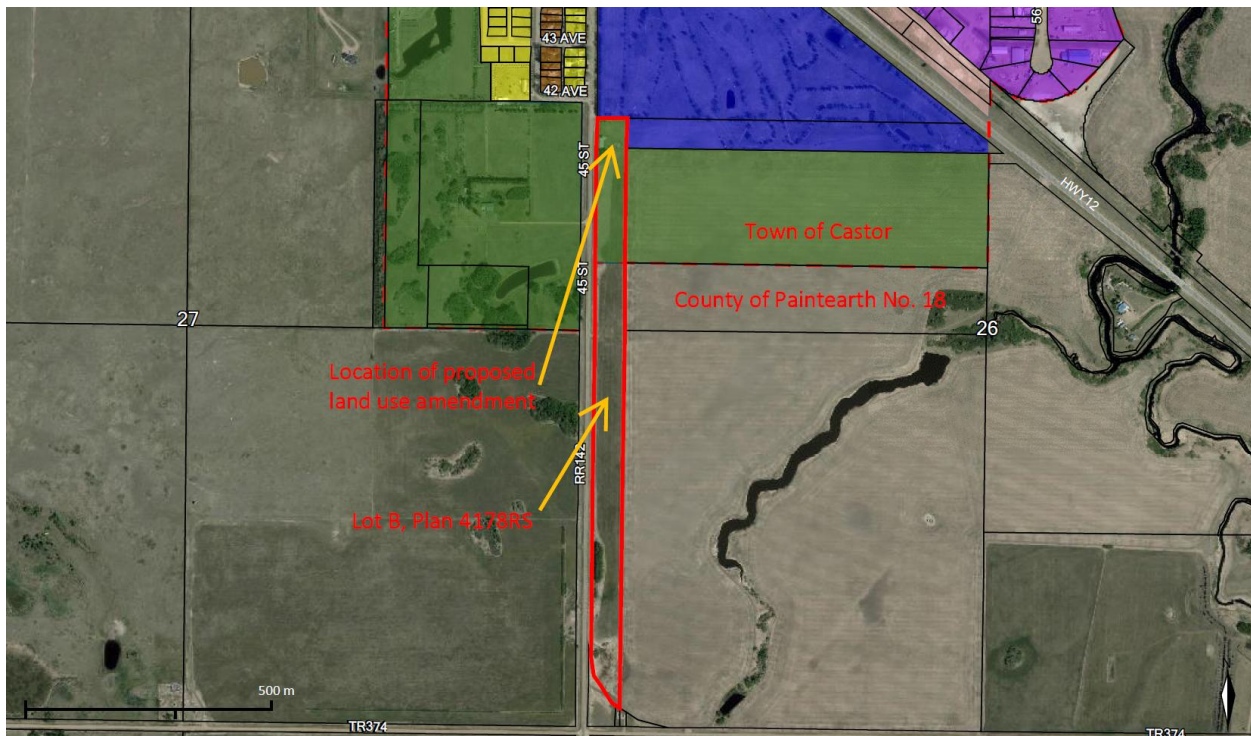
December 8th, 2025

Land Use Amendment Bylaw 2025-1108

BACKGROUND:

Palliser Regional Municipal Services (PRMS) received an application to amend the Town of Castor Land Use Bylaw No. 1093. The application has been submitted by the landowner, the Castor Golf Club Association, to amend the land use district of a +/- 1.01 ha (+/- 2.5 ac) portion of Lot B, Plan 4178RS from Urban Reserve (UR) to Community Service (CS).

The subject parcel is currently zoned Urban Reserve (UR) and located in both the Town of Castor and the County of Paintearth No. 18. It has no assigned civic address and runs adjacent to 45th Street, as shown in the context map below.



The applicant for the rezoning has also applied for a subdivision that would create two new lots which would remain within the Town of Castor boundary and the remainder of the parcel within the County of Paintearth No. 18. Subdivision of the parcel requires an amendment to the Town of Castor Land Use Bylaw before the subdivision application can be approved.

The 1.01 ha (2.5 ac) portion of Lot B, Plan 4178RS is proposed to be used by the Castor Golf Club Association for a new maintenance shop for ground operations. The rezoning is therefore required as well because 'Golf Course' is not listed as a use in the UR District. 'Golf Course' is listed as a discretionary use in the CS District.

The lands to the south will not be rezoned and are proposed to be sold to the adjacent landowner to be used in farm operations. Extensive Agriculture is a permitted use in the UR District.

The proposed amendment, Bylaw 2025-1108, is shown in Attachment 1.

DISCUSSION:

The proposed land use amendment complies with the policies of the Town of Castor Municipal Development Plan Bylaw No. 1007 as it does not conflict with any future growth areas. Development of the area south of the golf course is not expected due to servicing difficulties. Further golf course development is identified as a potential for the area.

The proposed land use amendment aligns with the purpose of the Community Service District in the Town of Castor Land Use Bylaw No. 1093 to provide for recreational uses.

A public hearing for the proposed bylaw was held on December 8th, 2025. Considering the feedback received at the public hearing, Council should choose to amend or defeat the bylaw.

PRMS recognizes that there are a number of clerical issues in the Town of Castor Land Use Bylaw No. 1093. For example, the Land Use District Map should be in “Part X”, however, there are duplicate “Part VI” which creates a numbering issue in the remaining bylaw. There are a few other significant numbering issues in the Bylaw. PRMS is bringing Bylaw 2025-1109 forward to the Town Council concurrent with second/third reading of Bylaw 2025-1108 to address these clerical errors. Note that a public hearing is not required to correct clerical errors in a Land Use Bylaw. Upon passing of the amending bylaws, PRMS will prepare an office consolidation of the Land Use Bylaw with the corrected numbering for ease of use.

BUDGET IMPLICATIONS:

N/A

RECOMMENDATIONS:

Proposed Motion: That Council give second and third reading to Bylaw 2025-1108, a bylaw to amend the Town of Castor Land Use Bylaw No. 1093.

ATTACHMENTS:

1. Proposed Bylaw 2025-1108

**TOWN OF CASTOR
BYLAW NO. 2025-1108**

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 1093 FOR THE TOWN OF CASTOR
IN THE PROVINCE OF ALBERTA.

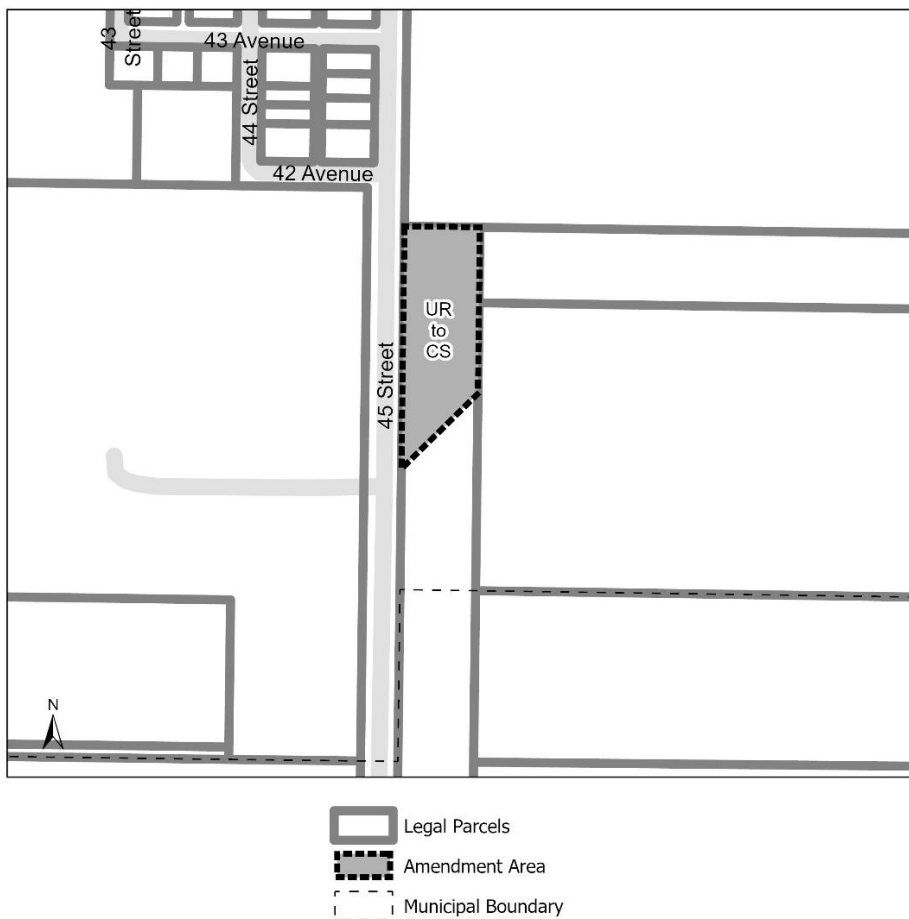
WHEREAS pursuant to the provision of Section 640(1) of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Castor (hereinafter called the Council), has adopted Land Use Bylaw No. 1093;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw No. 1093; and

NOW THEREFORE the Council hereby amends Land Use Bylaw No. 1093; as follows:

1. Amend Part IIX, the Land Use District Map, by re-designating an approximate 1.01 hectare portion of Lot B, Plan 4178RS in the Town of Castor from Urban Reserve District (UR) to Community Service District (CS) as shown on the plan below:

SCHEDULE: A



From: Urban Reserve District
To: Community Service District

2. This Bylaw takes effect on the date of the third and final reading.

READ A FIRST TIME THIS 10th DAY OF NOVEMBER, 2025.

READ A SECOND TIME THIS ____ DAY OF _____, 2025.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



November 27, 2025

Mayor Trudy Kilner and Council
Town of Castor
Attn: Donna Rowland, CAO
Sent via email: donna@townofcastor.ca

Dear Mayor Trudy Kilner and Council,

Every second counts. The first moments in a time-critical situation can be the difference between life and death, permanent damage or full recovery.

STARS is a registered not-for-profit organization dedicated to saving lives. We celebrate 40 years of serving Albertans, more than 65,000 missions flown and maintain a charitable model with no cost to the patient. Your residents have access to STARS wherever they may travel, work and play across Western Canada. Today, STARS operates six bases located in Calgary, Edmonton, Grande Prairie, Saskatoon, Regina and Winnipeg, and averages 10 missions per day. Last fiscal year, STARS flew a total of 3,694 missions.

In Alberta, it costs \$12.2 million per base, with three bases, totalling \$36.6 million in direct operating costs annually. We are grateful to the Alberta provincial government that provides \$15M of these operational costs annually, while we rely on donations and our Alberta Lottery to cover the remaining 59% of costs through fundraising.

STARS is a respected innovative leader as the first civilian organization in Canada (2003) to fly at night, with 50% of call volumes occurring at night. STARS was the first in North America (2013) to carry life-saving universal blood onboard. Our new Massive Hemorrhage Protocol is another Canadian first, to enhance critical care for patients that are at high-risk of bleeding out. STARS continues to strive for leading-edge advancement in our delivery of providing critical care, anywhere.

We are here today because of the unwavering generosity of longstanding partners. Municipalities are a significant part of STARS history with 95% of Alberta's rural sector providing annual support for STARS through a fixed rate or per capita amount included in annual budgets. These municipalities view STARS as an essential service for rural residents. Over 75% of rural and urban municipalities are **Regional Leaders**, contributing a minimum \$2 per capita per year. Many municipalities, round up to a fixed rate of support annually, to provide ease of process for administration and ensure sustainability for STARS.

OUR REQUEST

- Voluntary annual contribution (based on \$1-\$2 per capita) OR
- Fixed rate of support (based on minimum \$2 per capita annually) and recognized as a Regional Leader
- 4-Year Pledge of support – 2026, 2027, 2028, 2029 (in conjunction with present council term)

Thank you for your kind consideration to join Alberta's leaders. Together, we safeguard rural healthcare for all.

Sincerely,

Mackenzie Wood
Development Coordinator
STARS Foundation

Glenda Farnden
Sr. Municipal Relations Liaison,
Alberta and British Columbia



403-295-1811



1441 Aviation Park NE, Box 570
Calgary, AB T2E 8M7



info@stars.ca | stars.ca

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REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

December 8th, 2025

Interim Operating and Capital Budget 2026

BACKGROUND:

Legislation and/or Policy:

As per the Municipal Government Act (MGA) Section 242,

(1) Each council must adopt an operating budget for each calendar year by January 1 of that calendar year.

(2) Council may adopt an interim operating budget for part of the calendar year.

(3) An interim operating budget for part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

The interim operating budget, which covers day-to-day municipal operating expenses, is set at \$4,267,182.33, which includes \$379,999.06 in requisitions and memberships; \$239,214.02 in debt repayment obligations; and \$69,000.00 placed in reserves.

The interim capital budget, which includes infrastructure costs for buildings, roads, utility infrastructure, equipment and facilities, is \$1,834,000.00.

DISCUSSION:

The interim budget contains a three percent (3%) increase to the tax rate.

Values included in the capital may change due to price increases. Once current pricing is obtained these values will be updated. We are sourcing grant funding to conclude previous capital projects that were not completed in 2025.

FINANCIAL COMMITMENTS INCLUDED IN THE BUDGET:

Alberta Education Requisition	\$249,196.93
Alberta Government – Policing Costs	\$ 39,500.00
Battle River Economic Opportunity Committee	\$ 20,000.00
Castor and District Housing Authority Requisition	\$ 42,637.88
Designated Industrial	\$ 136.56
East Central 911	\$ 7,135.84
East Central Ambulance Association	\$ 16,650.98
Palliser Municipal Services	\$ 17,000.00
Parkland Regional Library	\$ 7,877.43

FINANCIAL COMMITMENTS ON BEHALF OF COMMUNITY ORGANIZATIONS:

Castor and District Museum Society	\$ 20,000.00
Castor Golf Club	\$ 16,000.00
Castor Child Care Society	\$ 2,143.00
Castor Curling Club	\$ 16,000.00
Castor Opportunity Shop	\$ 4,000.00

DEBT OBLIGATIONS INCLUDED IN THE BUDGET:

Water Principal and Interest	\$ 61,765.20
Sewer Principal and Interest	\$ 28,011.66
Community Hall Principal and Interest	\$ 22,433.62
Arena Principal and Interest	\$ 47,000.00
Arena Plant Principal and Interest	\$ 57,569.92

RESERVE AMOUNTS INCLUDED IN THE BUDGET:

Water Reserve Account	\$ 62,000.00
Wastewater Reserve Account	\$ 7,000.00

LOCAL GOVERNMENT FISCAL FRAMEWORK (LGFF) FUNDING:

LGFF Operating Funding	\$128,358.00
LGFF Capital Funding	\$340,000.00

OTHER GOVERNMENT FUNDING:

Canada Community Building Fund	\$ 60,000.00
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CAPITAL BUDGET:

The operating budget includes a transfer to the capital budget in the amount of \$129,300.00.

Physician House (Shared)	\$ 30,000.00
Shop Building Upgrades	\$ 10,000.00
Airport Beacon and Light Replacement	\$ 20,000.00
Hydro Vac	\$ 200,000.00
Sewer Lift Station	\$ 250,000.00
Gas Meters	\$ 20,000.00
Sewer Lift Station Pumps	\$ 50,000.00
Water Line Replacement	\$ 100,000.00
Lagoon Updates and Algae Control	\$ 65,000.00
Gas South Side Valve	\$ 20,000.00

Water Valve Replacement	\$ 30,000.00
Water Hydrant Replacement	\$ 10,000.00
Jaws of Life	\$ 45,000.00
Fire Hall Boilers	\$ 23,000.00
Asphalt Replacement/Overlay (Seal Coating 49 Avenue)	\$100,000.00
Multi Use Facility Project (2025 Carry Forward)	\$ 10,000.00
Pool Deck Replacement (2025 Carry Forward)	\$ 66,000.00
Spray Park	\$200,000.00
Zamboni	\$120,000.00
Fish Pond Aeration	\$ 15,000.00

RECOMMENDATIONS:

OPTION 1:

Council could choose to approve the attached 2026 Interim Operating Budget and Capital Budget.

OPTION 2:

Council could choose to defer the 2026 Interim Operating Budget and Capital Budget to the next meeting of Council.

Proposed Motion: That 2026 Interim Operating Budget and Capital Budget be accepted as presented.

ATTACHMENTS:

1. 2026 Interim Operating Budget
2. 2026 Capital Budget

****The interim budget is legislated to be approved prior to December 31, 2025.

2026 Operating Budget

	Budgeted 2023	Actual 2023	Budgeted 2024	Ending 31-Dec-24	Budgeted 2025	Ending 31-Oct-25	Projected 2026
General Government							
Expenses							
Salaries, Wages and Benefits	-\$ 133,182.11	-\$ 124,811.22	-\$ 137,980.84	-\$ 123,870.87	-\$ 128,482.63	-\$ 103,431.58	-\$ 138,470.05
Contracted and General Services	-\$ 513,391.56	-\$ 479,757.71	-\$ 525,896.15	-\$ 489,131.58	-\$ 612,591.30	-\$ 472,286.90	-\$ 590,545.84
Materials, Goods and Supplies	-\$ 86,000.00	-\$ 38,309.59	-\$ 56,000.00	-\$ 39,999.97	-\$ 54,800.00	-\$ 45,380.52	-\$ 54,339.00
Bank Charges and Short-term interest	-\$ 2,000.00	-\$ 1,867.85	-\$ 2,000.00	-\$ 1,809.20	-\$ 2,000.00	-\$ 1,324.18	-\$ 2,000.00
	-\$ 734,573.67	-\$ 644,746.37	-\$ 721,876.99	-\$ 654,811.62	-\$ 797,873.93	-\$ 622,423.18	-\$ 785,354.89
Revenue							
Net Municipal Taxes	\$ 1,289,927.84	\$ 1,329,854.07	\$ 1,403,438.61	\$ 1,403,079.68	\$ 1,505,644.04	\$ 1,505,644.04	\$ 1,550,813.36
Government Transfers for Operating	\$ -	\$ 2,587.87	\$ 2,511.25	\$ 2,511.25	\$ 3,146.63	\$ 3,146.63	\$ 3,241.03
Investment Income	\$ 15,000.00	\$ 49,148.58	\$ 20,000.00	\$ 58,067.68	\$ 30,000.00	\$ 36,523.47	\$ 30,900.00
User Fees and Sale of Goods	\$ 66,933.00	\$ 74,409.01	\$ 21,300.00	\$ 35,018.85	\$ 15,300.00	\$ 43,200.00	\$ 15,333.00
Penalties and costs on taxes	\$ 140,747.40	\$ 165,065.04	\$ 146,300.00	\$ 142,178.83	\$ 151,402.00	\$ 157,747.51	\$ 151,402.00
Other	\$ 100.00	\$ 70.20	\$ 100.00	\$ 28.50	\$ 250.00	\$ 100.49	\$ 250.00
	\$ 1,512,708.24	\$ 1,621,134.77	\$ 1,593,649.86	\$ 1,640,884.79	\$ 1,705,742.67	\$ 1,746,362.14	\$ 1,751,939.39
Net Revenue (Tax Subsidy)	\$ 778,134.57	\$ 976,388.40	\$ 871,772.87	\$ 986,073.17	\$ 907,868.74	\$ 1,123,938.96	\$ 966,584.50
All Emergency/Health/Protective Services							
Expenses							
Wages Salaries and Benefits	-\$ 77,001.60	-\$ 95,085.99	-\$ 86,771.31	-\$ 80,007.14	-\$ 85,947.43	-\$ 53,583.49	-\$ 89,629.30
Contracted and General Services	-\$ 167,578.80	-\$ 168,108.39	-\$ 180,304.00	-\$ 191,694.57	-\$ 247,000.00	-\$ 138,694.77	-\$ 183,260.00
	-\$ 244,580.40	-\$ 263,194.38	-\$ 267,075.31	-\$ 271,701.71	-\$ 332,947.43	-\$ 192,278.26	-\$ 272,889.30
Revenue							
General Revenue	\$ 153,300.00	\$ 227,180.20	\$ 158,200.00	\$ 194,822.41	\$ 179,180.72	\$ 170,894.95	\$ 130,581.20
Government Transfers for Op/Cap	\$ 35,600.00	\$ 68,000.00	\$ 35,525.00	\$ 39,050.00	\$ 35,525.00	\$ 35,000.00	\$ 35,000.00
	\$ 188,900.00	\$ 295,180.20	\$ 193,725.00	\$ 233,872.41	\$ 214,705.72	\$ 205,894.95	\$ 165,581.20
Net Revenue (Tax Subsidy)	-\$ 55,680.40	\$ 31,985.82	-\$ 73,350.31	-\$ 37,829.30	-\$ 118,241.71	\$ 13,616.69	-\$ 107,308.10
Transportation							
Expenses							
Salaries, Wages and Benefits	-\$ 330,446.95	-\$ 332,471.19	-\$ 336,413.44	-\$ 309,825.12	-\$ 330,797.75	-\$ 271,284.00	-\$ 336,264.13
Contracted and General Services	-\$ 130,785.00	-\$ 152,746.34	-\$ 158,450.00	-\$ 156,264.15	-\$ 149,350.00	-\$ 131,801.42	-\$ 171,400.00
Materials, Goods and Supplies	-\$ 164,454.00	-\$ 162,623.47	-\$ 158,000.00	-\$ 130,351.32	-\$ 180,358.00	-\$ 123,701.16	-\$ 196,673.74
Interest on Long-term Debt	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -
	-\$ 625,685.95	-\$ 647,841.00	-\$ 652,863.44	-\$ 596,440.59	-\$ 660,505.75	-\$ 526,786.58	-\$ 704,337.87
Revenue							
General Revenue	\$ 17,000.00	\$ 25,289.32	\$ 20,700.00	\$ 30,243.71	\$ 22,700.00	\$ 30,592.79	\$ 24,940.00
Government Transfers for Op/Cap	\$ 5,350.00	\$ 185,616.00	\$ 97,986.15	\$ 47,986.15	\$ 182,482.55	\$ 4,124.55	\$ 187,908.74
	\$ 22,350.00	\$ 210,905.32	\$ 118,686.15	\$ 78,229.86	\$ 205,182.55	\$ 34,717.34	\$ 212,848.74
Net Revenue (Tax Subsidy)	-\$ 603,335.95	-\$ 436,935.68	-\$ 534,177.29	-\$ 518,210.73	-\$ 455,323.20	-\$ 492,069.24	-\$ 491,489.13
Water/Wastewater							
Expenses							
Salaries, Wages and Benefits	-\$ 222,928.33	-\$ 192,599.93	-\$ 224,653.41	-\$ 201,940.81	-\$ 226,525.35	-\$ 182,025.89	-\$ 236,164.21
Contracted and General Services	-\$ 321,800.00	-\$ 373,793.13	-\$ 139,303.00	-\$ 166,561.81	-\$ 143,500.00	-\$ 114,127.84	-\$ 144,000.00
Materials, Goods and Supplies	-\$ 74,500.00	-\$ 77,540.25	-\$ 435,000.00	-\$ 424,949.86	-\$ 446,500.00	-\$ 276,206.28	-\$ 436,500.00
Interest on Long-term Debt	-\$ 81,212.72	-\$ 81,212.72	-\$ 64,605.24	-\$ 64,605.64	-\$ 64,605.64	-\$ 64,605.64	-\$ 66,543.81
	-\$ 700,441.05	-\$ 725,146.03	-\$ 863,561.65	-\$ 858,058.12	-\$ 881,130.99	-\$ 636,965.65	-\$ 883,208.02
Revenue							
User Fees and Sale of Goods	\$ 808,563.79	\$ 828,800.59	\$ 821,480.87	\$ 865,814.77	\$ 888,180.00	\$ 766,217.88	\$ 888,180.00
Government Transfers for Op/Cap	\$ 42,000.00	\$ 99,000.00	\$ 84,358.00	\$ 84,358.00	\$ -	\$ -	\$ -
	\$ 850,563.79	\$ 927,800.59	\$ 905,838.87	\$ 950,172.77	\$ 888,180.00	\$ 766,217.88	\$ 888,180.00
Net Revenue (Tax Subsidy)	\$ 150,122.74	\$ 202,654.56	\$ 42,277.22	\$ 92,114.65	\$ 7,049.01	\$ 129,252.23	\$ 4,971.98
Waste Management							
Expenses							
Salaries, Wages and Benefits	-\$ 117,807.77	-\$ 119,264.65	-\$ 124,557.95	-\$ 113,475.62	-\$ 124,116.64	-\$ 103,731.72	-\$ 129,873.99
Contracted and General Services	-\$ 9,000.00	-\$ 4,167.77	-\$ 5,000.00	-\$ 5,173.59	-\$ 5,000.00	-\$ 3,868.47	-\$ 5,000.00
Materials, Goods and Supplies	-\$ 5,000.00	-\$ 7,778.80	-\$ 8,000.00	-\$ 5,219.07	-\$ 8,000.00	-\$ 6,534.68	-\$ 8,000.00
Interest on Long-term Debt	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -	-\$ -
	-\$ 131,807.77	-\$ 131,211.22	-\$ 137,557.95	-\$ 123,868.28	-\$ 137,116.64	-\$ 114,134.87	-\$ 142,873.99
Revenue							
Garbage Fees	\$ 162,024.00	\$ 154,879.82	\$ 155,000.00	\$ 154,808.35	\$ 155,000.00	\$ 127,022.24	\$ 159,650.00
	\$ 162,024.00	\$ 154,879.82	\$ 155,000.00	\$ 154,808.35	\$ 155,000.00	\$ 127,022.24	\$ 159,650.00
Net Revenue (Tax Subsidy)	\$ 30,216.23	\$ 23,668.60	\$ 17,442.05	\$ 30,940.07	\$ 17,883.36	\$ 12,887.37	\$ 16,776.01
Gas Service							
Expenses							
Salaries, Wages and Benefits	-\$ 207,242.19	-\$ 135,929.73	-\$ 209,625.68	-\$ 213,690.95	-\$ 213,412.58	-\$ 187,537.10	-\$ 230,800.53
Contracted and General Services	-\$ 452,500.00	-\$ 448,952.04	-\$ 52,000.00	-\$ 51,675.16	-\$ 46,977.91	-\$ 38,232.65	-\$ 42,807.25
Materials, Goods and Supplies	-\$ 10,000.00	-\$ 18,588.97	-\$ 419,000.00	-\$ 239,966.53	-\$ 419,000.00	-\$ 202,795.86	-\$ 428,000.00
	-\$ 669,742.19	-\$ 603,470.74	-\$ 680,625.68	-\$ 505,332.64	-\$ 679,390.49	-\$ 428,565.61	-\$ 701,607.78
Revenue							
General Revenue	\$ 3,950.00	\$ 15,337.11	\$ 3,300.00	\$ 17,449.97	\$ 5,800.00	\$ 14,706.06	\$ 9,700.00
User Fees and Sale of Goods	\$ 762,000.00	\$ 680,812.69	\$ 692,000.00	\$ 599,414.36	\$ 692,000.00	\$ 441,196.16	\$ 692,000.00
	\$ 765,950.00	\$ 696,149.80	\$ 695,300.00	\$ 616,864.33	\$ 697,800.00	\$ 455,902.22	\$ 701,700.00
Net Revenue (Tax Subsidy)	\$ 96,207.81	\$ 92,679.06	\$ 14,674.32	\$ 111,531.69	\$ 18,409.51	\$ 27,336.61	\$ 92.22
Recreation and Culture (including FCSS)							
Expenses							
Salaries, Wages and Benefits	-\$ 286,585.60	-\$ 240,832.07	-\$ 259,465.74	-\$ 216,240.32	-\$ 283,871.90	-\$ 175,533.01	-\$ 268,884.24
Contracted and General Services	-\$ 273,258.88	-\$ 270,062.33	-\$ 289,102.58	-\$ 290,992.38	-\$ 308,849.95	-\$ 269,695.53	-\$ 310,830.61
Materials, Goods and Supplies	-\$ 68,020.00	-\$ 60,486.98	-\$ 73,000.00	-\$ 64,350.76	-\$ 125,048.00	-\$ 60,035.14	-\$ 67,055.00
Interest on Long-term Debt	-\$ 93,933.62	-\$ 90,853.58	-\$ 130,003.54	-\$ 126,421.07	-\$ 127,003.54	-\$ 73,051.06	-\$ 130,140.64
	-\$ 721,798.10	-\$ 662,234.96	-\$ 751,571.86	-\$ 698,004.53	-\$ 844,773.39	-\$ 578,314.74	-\$ 776,910.48
Revenue							
Government Transfers for Operating	\$ 113,668.00	\$ 103,212.25	\$ 128,283.00	\$ 889,414.17	\$ 176,688.56	\$ 108,583.56	\$ 185,818.04
User Fees and General Revenue	\$ 174,575.13	\$ 203,845.13	\$ 212,150.00	\$ 223,664.97	\$ 210,721.00	\$ 179,385.39	\$ 184,042.63
Transfers from County	\$ 151,000.00	\$ 139,742.92	\$ 146,000.00	\$ 130,275.09	\$ 174,718.12	\$ -	\$ 146,738.43
	\$ 439,243.13	\$ 446,800.30	\$ 486,433.00	\$ 1,243,354.23	\$ 562,127.68	\$ 287,968.95	\$ 516,599.10
Net Revenue (Tax Subsidy)	-\$ 282,554.97	-\$ 215,434.66	-\$ 265,138.86	\$ 545,349.70	-\$ 282,645.71	-\$ 290,345.79	-\$ 260,311.38
Capital Expenses				\$ 1,057,655.02		\$ 297,237.86	
Net Revenue (Tax Subsidy)	\$ -	\$ -	\$ -	\$ 1,057,655.02	\$ -	\$ 297,237.86	\$ -
Capital Expense Transfer							
Capital Transfer	-\$ 246,462.00		-\$ 73,500.00	\$ -	\$ 95,000.00	\$ -	\$ 129,316.10
MSI In							
Total Revenue	\$ 4,075,091.13	\$ 4,352,850.80	\$ 4,148,632.88	\$ 4,918,186.74	\$ 4,428,738.62	\$ 3,624,085.72	\$ 4,396,498.43
Total Expenditures	-\$ 3,828,629.13	-\$ 3,677,844.70	-\$ 4,075,132.88	-\$ 3,708,217.49	-\$ 4,333,738.62	-\$ 3,099,468.89	-\$ 4,267,182.33
Excess Revenue (Shortfall)	-\$ 0.00	\$ 675,006.10	\$ -	\$ 152,314.23	\$ 0.00	\$ 227,378.97	-\$ 0.00

5-Year Interim Capital Plan Worksheet - 0 %

Planned Capital Additions	2023	2024	2025	2026	2027	2028	2029	2030
Council								
Council Chamber Renewal					\$ 25,000.00			
Council Chairs					\$ 10,000.00			
Administration								
Boilers								\$ 30,000.00
Server								\$ 30,000.00
Computer Replacement			\$ 50,000.00					\$ 35,000.00
Asset Management Software								
Town office Windows					\$ 60,000.00			
Vault Upgrades								\$ 50,000.00
Doctor House Upgrades				\$ 30,000.00				
Building Upgrades					\$ 50,000.00			
Lights		\$ 16,500.00						
Software Upgrades								\$ 30,000.00
Library Furnaces	\$ 13,000.00							
Public Works								
Grapple for/ auger/grinder		\$ 45,000.00						
Hotby/trailer								
Truck Replacement, Call truck	\$ 70,000.00						\$ 70,000.00	
Mower	\$ 50,000.00					\$ 50,000.00		
Chipper & Truck					\$ 100,000.00	\$ 60,000.00		
Shop Building Upgrades (Tin)		\$ 15,000.00		\$ 10,000.00	\$ 15,000.00		\$ 30,000.00	\$ 30,000.00
Airport Gate						\$ 100,000.00		
Grave Restoration								\$ 20,000.00
Runway and Terminal Building Upgrades				\$ 20,000.00	\$ 20,000.00			
Cemetery Mower/Landscape equipment							\$ 40,000.00	
Skid Steer					\$ 70,000.00			
Equipment Am					\$ 100,000.00			
Gas Truck								
Industrial Sander						\$ 60,000.00		
Shop and Tool Upgrades					\$ 30,000.00	\$ 30,000.00		
Hydrovac				\$ 200,000.00				
Sanding Truck					\$ 150,000.00			
Water/Wastewater/Gas								
Sewer Lift Station - Upgrades/Flow/Transfer Switch				\$ 250,000.00			\$ 10,000.00	\$ 150,000.00
Testing Equipment Replacement							\$ 20,000.00	\$ 20,000.00
Water Pump Replacement							\$ 50,000.00	\$ 50,000.00
Block Valve on 45th Street								
Flow Meters						\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Meters with Erts/batteries	\$ 30,000.00				\$ 20,000.00			
Water and Sewer Liner Program					\$ 50,000.00			
Gas Meters				\$ 20,000.00		\$ 120,000.00	\$ 120,000.00	\$ 120,000.00
Sewermain Replacement				\$ 100,000.00				
GWS Lift Station Pumps				\$ 50,000.00		\$ 50,000.00		
Water Line Replacement	\$ 50,000.00	\$ 50,000.00		\$ 100,000.00	\$ 100,000.00			
South Station Upgrades					\$ 50,000.00			
Lagoon Desludge and Rebuild Berms				\$ 65,000.00				
Building Upgrades (1998 plant)								
South Side - Sewer Lining								
South Side Burst Water Line								
Maint Line Upgrades (south stn. To Town)								
Garbage Truck								
Gas Valve Replacement - West Side	\$ 30,000.00	\$ 50,000.00						
Water Valve Replacement	\$ 30,000.00			\$ 30,000.00	\$ 30,000.00			
South RM Upgrades				\$ 20,000.00	\$ 50,000.00			
Hydrant Replacement		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Protective Services								
Fire Truck Replacement						\$ 150,000.00		
Radio Tower					\$ 25,000.00			
Personal Carrier								\$ 30,000.00
Safety Equipment		\$ 15,000.00			\$ 25,000.00			
Bunker Gear and FE Replacement	\$ 50,000.00		\$ 20,000.00	\$ 45,000.00	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00
Rescue Unit Replacement								\$ 100,000.00
Fire Hall Upgrades/Ambulance Bay	\$ 21,000.00			\$ 23,000.00				
RCMP Housing				\$ 350,000.00				
Cemetery / Columbarium			\$ 65,000.00					
Streets								
Sidewalk Repairs	\$ 65,000.00	\$ 50,000.00	\$ 60,000.00		\$ 50,000.00			
Asphalt Replacement/overlay	\$ 40,000.00	\$ 145,000.00		\$ 100,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
50th Ave Sidewalk								
49 Avenue Paving								
Recreation								
Ball Diamonds					\$ 10,000.00			
Curling Rink								
Campground - power upgrades	\$ 891,000.00	\$ 160,000.00	\$ 10,000.00					
Pool Deck		\$ 66,000.00	\$ 66,000.00					
Pool Upgrades	\$ 23,000.00				\$ 250,000.00	\$ 275,000.00		
Spray Park					\$ 200,000.00			
Arena Upgrades	\$ 1,250,000.00				\$ 200,000.00	ROOF		
Arena Fencing		\$ 10,000.00						
New Park		\$ 100,000.00						
Pool Tiles	\$ 15,000.00							
Zamboni				\$ 120,000.00				
Golf Course Water Lines	\$ 15,000.00							
Fish Pond				\$ 15,000.00				
Total Planned Capital Additions	\$ 1,558,000.00	\$ 1,291,500.00	\$ 721,000.00	\$ 1,834,000.00	\$ 1,825,000.00	\$ 1,330,000.00	\$ 750,000.00	\$ 1,130,000.00
Total Capital Plan Chosen	\$ 1,558,000.00	\$ 1,291,500.00	\$ 721,000.00	\$ 1,834,000.00	\$ 1,825,000.00	\$ 1,330,000.00	\$ 1,330,000.00	\$ 750,000.00
Total Capital Plan Completed	\$ 1,558,000.00							
Funding Sources								
Beginning Reserve Balance	\$ 962,280.00	\$ 1,181,475.00	\$ 1,181,475.00	\$ 1,181,475.00	\$ 1,181,475.00	\$ 1,181,475.00	\$ 1,181,475.00	\$ 1,181,475.00
MSI Capital Grant	\$ 126,101.00	\$ 333,000.00	\$ 340,000.00	\$ 355,972.00	\$ 355,972.00	\$ 355,972.00	\$ 355,972.00	\$ 355,972.00
FSTF Grant	\$ 58,157.00		\$ 60,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Other Grants (ie: CFIP, SCF)				\$ 560,711.90		\$ 275,000.00	\$ 250,000.00	
CCTIF		\$ 885,000.00						
Carry Over 2025				\$ 76,000.00				
ATCO Grant								
Universal Broadband Fund								
DEBENTURE	\$ 700,000.00			\$ 258,401.29				
Pool Deck Donations			\$ 16,000.00					
Transfer from Reserves			\$ 160,000.00	\$ 378,598.71				
MSF								
Total Grant Funds Used	\$ 884,258.00	\$ 1,218,000.00	\$ 576,000.00	\$ 1,679,683.90	\$ 405,972.00	\$ 680,972.00	\$ 655,972.00	\$ 405,972.00
County Transfers	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Donated and Contributed Funding			\$ 25,000.00					
Capital Transfer from Budget	\$ 130,000.00	\$ 73,500.00	\$ 95,000.00	\$ 129,316.10	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
DEBENTURE	\$ 400,000.00			\$ 1,244,028.00	\$ 524,028.00	\$ 549,028.00	\$ 219,028.00	
Total Grant Funds	\$ 1,439,258.00	\$ 1,291,500.00	\$ 721,000.00	\$ 1,834,000.00	\$ 1,775,000.00	\$ 1,330,000.00	\$ 1,330,000.00	\$ 750,000.00
Total Planned Capital Chosen	\$ 1,558,000.00	\$ 1,291,500.00	\$ 721,000.00	\$ 1,834,000.00	\$ 1,825,000.00	\$ 1,330,000.00	\$ 1,330,000.00	\$ 750,000.00
Total Balance	\$ 118,742.00							
Operational Cash/Reserve Transfers	\$ 118,742.00							
Total Required From Reserve	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL
December 8th, 2025

2026 Firearms Authorization

BACKGROUND:

Legislation and/or Policy

Firearm Bylaw, Animal Control Bylaw, Firearms Act

DISCUSSION:

As per the highlighted bylaws and acts there is a requirement that any person be authorized by Council to utilize a firearm within Town limits. The reasons for the use and safe handling of firearms must be followed. Each year members of the public and Town employees may request for such an authorization to enable them to fulfill contract duties.

BUDGET IMPLICATIONS:

There are no budget implications.

RECOMMENDATIONS:

OPTION 1:

Council could choose not to provide authorization.

OPTION 2:

Council could choose to authorize the public member and Town staff for firearm use.

OPTION 3:

Council could choose to move the matter to a future meeting.

Proposed Motion: That one public member and four members of the Town of Castor Public Works Department are authorized for firearm use within the Town of Castor.



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

July 14th, 2025

Donations to Provincial Level or Higher Tournament Requests

BACKGROUND:

Legislation and/or Policy:

Res. No. 133/22 MOVED by Councillor McDougall to approve the policy consideration for donations. \$1,000/year be allocated from the Minor Sports Account to be awarded in the following way: through a written application to Castor Recreation Board an individual may request up to \$50 or a team may request up to \$200 for fees or costs associated with provincial level or higher tournaments. Berth to these tournaments must be earned through regular season play by individuals or teams who represent the community in competition.

CARRIED

In 2025, Council moved and passed a motion which included a policy to be written for these types of contributions. As Administration is reviewing other organizations for this type of policy it has not been completed, and this request is being presented to Council.

DISCUSSION:

Thus far in 2025 one thousand and three hundred dollars (\$1,300.00) has been awarded to individuals/teams that have participated in provincial level or higher tournaments:

Archery – two (2) individuals

Hockey – three (3) teams

Basketball – one (1) team

Softball – two (2) teams

Totaling one thousand and three hundred dollars (\$1,300.00).

Attached is a letter from the Gus Wetter School Senior Tigers Volleyball team requesting funding for their Provincial Tournament.

BUDGET IMPLICATIONS:

Any amount that is provided to any teams from this date forward will have a financial impact on the 2025 budget.

RECOMMENDATIONS:

That the Town of Castor considers increasing the contribution to provincial level or higher tournaments.

OPTION 1:

Council may choose to update the policy consideration and increase the donation to provincial level or higher tournaments to two thousand dollars (\$2,000.00 per year).

OPTION 2:

Council may choose to leave the original policy consideration as it is.

OPTION 3:

Council may choose to have administration create a complete policy regarding funding provided to provincial level or higher tournaments, and approve the Gus Wetter School Senior Tigers Volleyball Team request for funding.

Proposed Motion: That the Town of Castor approves the Gus Wetter School Senior Tigers Volleyball Team request for funding for the Provincial Tournament of two hundred dollars (\$200.00).

ATTACHMENTS:

1. Gus Wetter Tigers request for funding letter.

To whom it may concern,

My name is [REDACTED]. I am a grade 12 student and volleyball player writing on behalf of our girls high school volleyball team. Our season was full of huge transformations, growing, learning new skills from our two volunteer coaches, Genelle Bunbury and JD Johnson who have dedicated their time to get us to where we are today. It hasn't been all easy, we had to overcome obstacles such as the strike which prevented us from practicing at the school. We won our alumni for the second time in a row. In addition, we completed tournaments ending up third in the Lacombe tournament and 2nd in both areas and zones, losing only to STA Provost who is currently placed first in the province. However, this is not the end of our story, upon placing second in zones we received a spot at the provincial championships! Provincials will be in Manning, Alberta so quite the drive for an exciting few days.

We are looking forward to the weekend ahead of us in hope that you can help us get there. Attending provincials come with expenses, including travel, accommodations and competition fees. Any financial support that the town is able to provide would make these opportunities possible and go directly to helping our high school girls Gus Wetter tigers.

We would be happy to provide you with any additional information following our exciting weekend away. Thank you for considering our request. I appreciate the continuous support of our town in the youth and athletics.

Sincerely,

[REDACTED]
Gus Wetter Tigers



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL
December 8th, 2025

2026 Spring Hockey

DISCUSSION:

In 2024 and 2025 the East Central Eagles requested ice rental for the months of April and May. They ran a successful Spring Hockey program and in 2025 added a male program as well. The tentative proposal for 2026 is for approximately 32 hours/week of ice rental which will include a hockey school, tournaments, exhibition games and weekly practices. As there are away tournaments as well, weekend schedules may vary.

The East Central Eagles carry insurance that provides adequate coverage as they are independent of the 3C's Minor Hockey Association.

The arena position is a split position between the arena and cemetery. The additional ice time may result in less maintenance at the cemetery in the spring. Administration is currently investigating different means of having the spring maintenance completed at the cemetery.

RECOMMENDATIONS:

OPTION 1:

Council may choose to direct administration to negotiate an agreement with the East Central Eagles for the 2026 spring hockey season.

OPTION 2:

Council may choose to not negotiate an agreement with the East Central Eagles for the 2026 spring hockey season.

OPTION 3:

Council may choose to direct administration in another direction.

Proposed Motion: That administration negotiate an agreement with the East Central Eagles for the 2026 spring hockey season.

ATTACHMENTS:

1. Letter from East Central Eagles

Letter for 2026 Ice request

From [REDACTED] <eastcentralspringhockey@gmail.com>
Date Tue 12/2/2025 3:24 PM
To Donna Rowland <donna@townofcastor.ca>

You don't often get email from eastcentralspringhockey@gmail.com. [Learn why this is important](#)

Hello Donna,

As per the text today, Please let me know if you need any other info.

I am emailing to request that we would like to be approved to rent ice again for Spring 2026. I do not have exact amounts of ice needed at this point but want to ensure that the town is able to rent to us before we form the teams here in December. We are looking at having 4 teams and would likely use ice two nights a week (2 x 1.5 hours each night x 2 nights/week) plus some weekends. Would run from late March to around the 10th of May or possible ending the week before.

I will reach out in the next few weeks with a more solid ask for the schedule once we know if we are approved and how many teams we have for sure.

Thank you

[REDACTED]
East Central Spring Hockey
eastcentralspringhockey@gmail.com





REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL
December 8th, 2025

Waiver of Facility Rental

BACKGROUND:

The Town of Castor offers the “Golden Circle” Building for rent. The rental rate incurred to rent the main area of the building and the kitchen is one hundred and sixty dollars (\$160.00).

DISCUSSION:

The Paintearth 100 Women Who Care host meetings at the communities their members are part of. The Paintearth 100 Women Who Care have donated \$116,400 to various organizations and groups within these communities.

Their meetings are hosted in the different communities on a rotational basis, and their January meeting will occur in Castor.

Their request is for a waiver of facility rental for the “Golden Circle” building for their meeting in January.

BUDGET IMPLICATIONS:

There would be an uncollected rental of one hundred and sixty dollars (\$160.00) in the 2026 budget.

RECOMMENDATIONS:

OPTION 1:

Council may choose to waive the rental fee for the “Golden Circle” building for the Paintearth 100 Women Who Care’s meeting in January 2026.

OPTION 2:

Council may choose to not waive the rental fee for the “Golden Circle” building for the Paintearth 100 Women Who Care’s meeting in January 2026.

OPTION 3:

Council may choose to direct administration in another direction.

Proposed Motion: That the facility rental for the “Golden Circle” building be waived for the Paintearth 100 Women Who Care’s meeting in January 2026.

ATTACHMENTS:

1. Letter from Paintearth 100 Women Who Care

Request for Council

From [REDACTED]

Date Thu 12/4/2025 11:49 AM

To Donna Rowland <donna@townofcastor.ca>

 1 attachment (12 KB)

Copy of P100 Total Fundraising .xlsx;

You don't often get email from sdblumhagen@gmail.com. [Learn why this is important](#)

To CAO Donna Rowland,

I would like to ask that the following request be taken to the next town council meeting on Monday, Dec 8.

The Paintearth 100 Women Who Care giving circle was formed in April 2022. We are a group of women who wish to support our communities within the County of Paintearth. As of today we have 117 members and over the past 3+ years we have donated \$116,400.00 to various groups and organizations. Every penny of our donations stays within our communities and goes to the groups that we support. When a member or a team of members join our group they commit to supporting 4 meetings a year by bringing \$100 to each meeting. Prior to the meetings members nominate groups or organizations in need of financial and public support for various projects within our area. Three groups are chosen to do a 5 minute presentation (no financials, flyers or props) at our meetings. The idea is they speak from the heart and we give from the heart. The members then vote and the group with the most votes takes home the money for their project. The last meeting we were providing the winner with \$8,800. Any groups nominated but unsuccessful stay in the draw for future meetings.

We also aim to highlight the great venues, facilities, caterers and amenities that we have within our region. We rotate our meetings to be hosted in each community, Halkirk, Castor, Coronation and Brownfield. We also support our local caterers or groups by having them supply us with dinner and or bar service as well.

There are 100 Women Who Care giving circles all over the world and we are proud to be a part of that.

We would like to ask council to consider allowing us to use the FCSS building for our next meeting in Jan. Sometime during the week of Jan 12. As 100% of our donations goes to the groups we support we regret to inform that we have no money available for rent. As we have so many members we find finding a space large enough to accommodate us can be challenging. To date we have been fortunate enough to have found facilities that are either free of cost (restaurant or business) or have donated the use of the space. I have also attached a copy of our donations to date and put in **BOLD** the ones in the Castor area that we have supported.

I would like to thank the Castor town council for considering my request and look forward to hearing back from you.

Thank you for your time,

[REDACTED]

On behalf of the Paintearth 100 Women Who Care Steering Committee

Paintearth 100 Women Fundraising Totals

Date	Amount	Winners	Location	Care to Share
12-Apr-22	\$6,100	Smile Like Emily	Halkirk Bar	
9-Aug-22	\$7,300	Coronation Elks	Coronation Bar	
8-Nov-22	\$7,500	Castor/Halkirk Community H-Van	Castor Curling Club	
15-Feb-23	\$7,600	Valley Ski/ Castor Archery	Brownfield Hall	****
11-Apr-23	\$7,700	Castor Minor Sports	Halkirk Hall	
15-Aug-23	\$7,600	Busy Beaver Daycare	Coronation Curling Club	
14-Nov-23	\$7,600	Castor Curling Club	Castor Hall	
17-Jan-24	\$7,800	Friends of Brownfield Library	Brownfield School	
10-Apr-24	\$7,700	F of Coronation School/ Castor Rodeo	Circle Square Ranch -Halkirk	****
12-Jun-24	\$7,900	Castor Fire & Rescue	Zinger Music Barn - Coronation	
16-Oct-24	\$8,100	Halkirk Senior Centre	Castor Fire Dept	
15-Jan-25	\$8,300	Coronation Hospital Foundation	Brownfield Church	
16-Apr-25	\$8,400	Valley Ski Club	Halkirk Seniors Centre	
00-Jun-25	\$8,000	Coro Commun Centre & Coro Curling	Huber Dam	****
16-Oct-25	\$8,800	Castor Library	Coronation	
14-Jan-26			Castor	
15-Apr-26			Brownfield	
10-Jun-26			Halkirk	
00-Oct-26			Coronation	****
00-Jan-27			Castor	
00-Apr-27			Brownfield	
00-Jun-27			Halkirk	
Total:	\$116,400			

Report to Castor Town Council

Subject: Review of the Proposed 2026–2029 Budget for Shirley McClellan Regional Water Services Commission (SMRWSC)

Prepared by: Councillor Matthew Sumegi

Date: November 24, 2025

Mayor and Councillors,

Following the SMRWSC special meeting of November 21, 2025, I have reviewed the proposed 2026–2029 budget package in detail. As Castor’s appointed Board Member on the Commission, I am providing this report to assist Council in determining whether we wish to submit written comments or questions during the mandatory 30-day review period that ends on or about December 21, 2025. Final approval is scheduled for the Commission’s regular meeting on December 22, 2025 at 12:15 p.m.

Summary of the Proposed Budget

- Water rate increase: 6¢ per m³ (from \$2.91 to \$2.97) a 2.06% rise
- Truck-fill rate increase: 10¢ per m³ (from \$2.41 to \$2.51)
- Primary drivers: higher purchased-water costs, revised County of Stettler administration and operating contract rates, and utility inflation
- 2026 is the final year of major capital construction (Phase 8 – \$9.7 million, substantially grant-funded)
- After 2026, capital spending falls to depreciation and minor replacements only
- Operational revenue growth of 4–5% annually is forecast through increased sales volumes, producing very small surpluses in most years

Financial Highlights (2026–2029)

Year	Operational Revenue	Operational Expense	Operational Surplus/(Deficit)	Net Capital Impact	Projected Year-End Position*
2026	\$1,520,598	\$1,520,358	+\$240	-\$911,947	+\$3,293
2027	\$1,567,698	\$1,568,223	-\$525	-\$868,353	+\$1,122
2028	\$1,599,876	\$1,594,672	+\$5,204	-\$874,947	+\$257
2029	\$1,642,249	\$1,634,932	+\$7,317	-\$881,737	-\$4,420

*After depreciation add-back and reserve transfers

The budget is conservative, balanced, and reflects the reality of completing large-scale expansion while limiting rate increases to the minimum required.

Recommended Questions for the Commission

Although the budget is well-prepared, I believe Castor would benefit from the following clarifications before the December 22 vote:

1. A detailed breakdown of the projected increase in purchased-water costs that forms the largest component of the rate adjustment.
2. Castor's exact proportionate share of 2026 operational expenses and capital deficits, including the allocation methodology used.
3. Key terms of the new administration and operating contract with the County of Stettler (to be presented in December), particularly any performance metrics or escalation caps.
4. Contingency plans in the event water sales volumes fall short of forecast or unforeseen repairs are required, given the extremely narrow 2026 operational margin of \$240.
5. Confirmation that the \$7,000 annual water-testing budget remains sufficient to meet Alberta Environment requirements as the system expands.
6. The Commission's reserve strategy after 2029 to address the ongoing \$945,000 annual depreciation expense without additional large rate increases.

Recommendation

I recommend Council authorize me to forward the above questions (and any others that Council may have) in writing to SMRWSC no later than December 8, 2025. This will provide administration sufficient time to respond before the final approval meeting. I will also attend the December 22, 2025 meeting to represent Castor's interests.

Overall, the proposed budget demonstrates responsible management of a vital regional utility upon which Castor depends. With the clarifications requested, I expect Council will be comfortable supporting its adoption.

Respectfully submitted,

Matthew Sumegi

Councillor, Town of Castor

Board Member, SMRWSC



Shirley McClellan Regional Water
Services Commission
Special Meeting

November 21, 2025
12:30 pm

In-Person or by Video-Conference

6602 44 Avenue, Stettler AB

Zoom Conference ID: 237 185 7702

Passcode: 660244

[Click here to join](#)

Or join by phone: 587-328-1099

Meeting ID: 237 185 7702

Passcode: 660244

Shirley McClellan Regional Water Services Commission

Annual Budget Meeting

November 21, 2025

12:30 pm

County of Stettler Administrative Building

6602 44 Avenue, Stettler, AB

Streamed Online at www.StettlerCounty.ca/Zoom

Agenda

1. Call to Order
2. Adoption of Agenda
3. Unfinished Business
4. New Business
 - 4.1. Request for Decision
RE: Budget 2026..... 3
5. Next Meeting Date
December 22, 2025 at 12:15 pm
6. Adjournment



Request for Decision

Agenda Item: 2026 – 2029 Budget

Issue

The Board must consider the 2026 budget

Recommendation

That the Shirley McClellan Regional Water Services Commission receive for information the proposed 2026 SMRWSC Budget.

General

Administration is presenting the 2026-2029 budget for consideration at this regular meeting of the Board. The Commission must provide the proposed budget to its members for comments and questions for 30 days.

Included in the rates are adjusted administration and operating contract rates, requested by the County of Stettler. A proposed new contract will come to the December meeting.

Financial

The proposed 2026 budget proposes a 6-cent increase to the water rate and 10-cent increase to the truck fill rate. The current water rate is \$2.91/m³ and the proposed rate is \$2.97. This increase is to account for projected increases in the water rate to purchase water, contracted services, and utility costs.

Policy/Legislation

SMRWSC Bylaw 21-19 (Operation and Provision)

- 11.4 Upon receipt of authorization from the Board to distribute the proposed Budget and Financial Plan, the Manager shall distribute to each Director and each Member a complete copy of the proposed Budget and Financial Plan for the relevant financial year.
- 11.5 Any Member may submit comments and questions to the Board in writing in relation to the Budget and the Financial Plan within thirty (30) days immediately following the date of distribution of the Budget and the Financial Plan.
- 11.6 At the next meeting of the Commission after the thirtieth (30th) day immediately following the date of distribution of the Budget and the Financial Plan, the Directors shall finalize and approve the Budget and the Financial Plan for the relevant financial year. Approval of the Financial Plan and Budget shall require a majority of votes cast by the Directors at the meeting to be in favor.
- 11.7 If the Budget and Financial Plan are not both approved by majority vote as aforesaid, the Manager shall, as soon as reasonably practicable thereafter, deliver to each Member a revised Budget and Financial Plan for review and comment and the process set out in Paragraphs 11.6 and 11.7 herein shall continue until the Budget and the Financial Plan for the relevant financial year have both been approved.

Prepared By

Christa Cornelssen, Director of Corporate Services

Reviewed By

Yvette Cassidy, Manager

SMRWSC - Budget

	Account numbers	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	
CAPITAL REVENUE							
Debenture - Phase 1	01-82-00-18840	\$ 74,458.00	\$ 69,607.00	\$ 64,605.00	\$ 59,449.00	\$ 54,133.00	
Debenture - Phase 2/3	01-82-00-18841	\$ 21,378.00	\$ 20,349.00	\$ 19,292.00	\$ 18,207.00	\$ 17,094.00	
Debenture - Phase 4/5	01-82-00-18843	\$ 8,436.00	\$ 8,097.00	\$ 7,750.00	\$ 7,397.00	\$ 7,036.00	
Debenture - Phase 7	01-82-00-18846	\$ 1,140,000.00		\$ -			
Debenture - Phase 8		\$ 970,000.00	\$ 970,000.00				
Debenture - Supervision		\$ 75,000.00	\$ 75,000.00				
Provincial Grant - Phase 6		\$ -	\$ -	\$ -			
Provincial Grant - Phase 7	01-82-00-18866	\$ 10,260,000.00					
Provincial Grant - Phase 8		\$ 8,730,000.00	\$ 8,730,000.00	\$ -	\$ -	\$ -	
TOTAL CAPITAL REVENUE		\$ 21,279,272.00	\$ 9,873,053.00	\$ 91,647.00	\$ 85,053.00	\$ 78,263.00	
CAPITAL EXPENSES							
Depreciation	02-82-00-27700	\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	
Capital replacements		\$ 35,000.00	\$ 65,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	Pump rebuild/replace 65000
Capital supervision		\$ 75,000.00	\$ 75,000.00	\$ -	\$ -	\$ -	
Construction - Phase 6		\$ -	\$ -	\$ -			
Construction - Phase 7	02-82-00-29157	\$ 11,400,000.00					
Construction - Phase 8		\$ 9,700,000.00	\$ 9,700,000.00	\$ -	\$ -	\$ -	
TOTAL CAPITAL EXPENSES		\$ 22,155,000.00	\$ 10,785,000.00	\$ 960,000.00	\$ 960,000.00	\$ 960,000.00	
TOTAL CAPITAL BUDGET		\$ (875,728.00)	\$ (911,947.00)	\$ (868,353.00)	\$ (874,947.00)	\$ (881,737.00)	
OPERATIONAL REVENUE							
Sale of Water	01-80-00-18830	\$ 1,342,703.00	\$ 1,405,398.00	\$ 1,451,898.00	\$ 1,483,476.00	\$ 1,525,249.00	
Truckfill Water Sales	01-80-00-18840	\$ 24,600.00	\$ 25,200.00	\$ 25,800.00	\$ 26,400.00	\$ 27,000.00	
Utilities Recovery	01-80-00-18880	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
Interest Income	01-80-00-18810	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
TOTAL OPERATIONAL REVENUE		\$ 1,457,303.00	\$ 1,520,598.00	\$ 1,567,698.00	\$ 1,599,876.00	\$ 1,642,249.00	
ADMINISTRATIVE EXPENSES							
Meeting Per Diem	02-83-00-29300/29310	\$ 6,300.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00	
Mileage and Subsistence	02-83-00-29315	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
Membership Fees	02-83-00-29320	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	RMA, Utility safety partners
Freight, Postage and Telephone	02-83-00-29325	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
Audit and Accounting Services	02-83-00-29340	\$ 107,000.00	\$ 112,000.00	\$ 117,000.00	\$ 123,000.00	\$ 128,000.00	admin fee \$92,000, auditors \$16,000,
Legal Fees	02-83-00-29345	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	software fee \$4,000.00
Insurance	02-83-00-29355	\$ 4,000.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	
Office Supplies	02-83-00-29370	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	
Bank Charges	02-83-00-29350	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
TOTAL ADMINISTRATIVE EXPENSES		\$ 122,300.00	\$ 127,500.00	\$ 132,600.00	\$ 139,100.00	\$ 144,100.00	
DISTRIBUTION EXPENSES							
Contract Services	02-84-00-29410	\$ 250,000.00	\$ 255,000.00	\$ 260,000.00	\$ 265,000.00	\$ 270,000.00	
Scada/Phone Internet	02-84-00-29415	\$ 31,000.00	\$ 32,000.00	\$ 33,000.00	\$ 34,000.00	\$ 35,000.00	
Insurance	02-84-00-29470	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,000.00	
Goods and Supplies	02-84-00-29425	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
Water Purchases	02-84-00-29435	\$ 773,423.00	\$ 833,805.00	\$ 870,476.00	\$ 887,519.00	\$ 919,569.00	
Electrical	02-84-00-29440	\$ 32,500.00	\$ 35,000.00	\$ 37,500.00	\$ 40,000.00	\$ 42,000.00	
Maintenance Pumphouse	02-84-00-29445	\$ -	\$ -	\$ -	\$ -	\$ -	
Water Testing	02-84-00-29460	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
Interest on Debenture	02-84-00-29465	\$ 104,272.00	\$ 98,053.00	\$ 91,647.00	\$ 85,053.00	\$ 78,263.00	
TOTAL DISTRIBUTION EXPENSES		\$ 1,228,195.00	\$ 1,290,858.00	\$ 1,330,623.00	\$ 1,349,572.00	\$ 1,383,832.00	
TRANSFER STATION EXPENSES							
Insurance	02-85-00-29590	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	
Contract Service	02-85-00-29510	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Electrical	02-85-00-29550	\$ 79,500.00	\$ 82,000.00	\$ 84,000.00	\$ 85,000.00	\$ 86,000.00	
Gas	02-85-00-29570	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
TOTAL TRANSFER STATION EXPENSES		\$ 99,500.00	\$ 102,000.00	\$ 105,000.00	\$ 106,000.00	\$ 107,000.00	
TOTAL OPERATIONAL BUDGET		\$ 1,457,303.00	\$ 1,520,598.00	\$ 1,567,698.00	\$ 1,599,876.00	\$ 1,642,249.00	
REVENUE		\$ 1,457,303.00	\$ 1,520,598.00	\$ 1,567,698.00	\$ 1,599,876.00	\$ 1,642,249.00	
ADMINISTRATIVE		\$ 122,300.00	\$ 127,500.00	\$ 132,600.00	\$ 139,100.00	\$ 144,100.00	
DISTRIBUTION		\$ 1,228,195.00	\$ 1,290,858.00	\$ 1,330,623.00	\$ 1,349,572.00	\$ 1,383,832.00	
TRANSFER STATION		\$ 99,500.00	\$ 102,000.00	\$ 105,000.00	\$ 106,000.00	\$ 107,000.00	
		\$ 1,449,995.00	\$ 1,520,358.00	\$ 1,568,223.00	\$ 1,594,672.00	\$ 1,634,932.00	
OPERATIONAL SURPLUS (DEFICIT)		\$ 7,308.00	\$ 240.00	\$ (525.00)	\$ 5,204.00	\$ 7,317.00	
TOTAL CAPITAL AND OPERATIONAL							
REVENUE		\$ 22,736,575.00	\$ 11,393,651.00	\$ 1,659,345.00	\$ 1,684,929.00	\$ 1,720,512.00	
EXPENSE		\$ 23,604,995.00	\$ 12,305,358.00	\$ 2,528,223.00	\$ 2,554,672.00	\$ 2,594,932.00	
NET CAPITAL AND OPERATIONAL		\$ (868,420.00)	\$ (911,707.00)	\$ (868,878.00)	\$ (869,743.00)	\$ (874,420.00)	
CASH FLOW							
NET CAPITAL AND OPERATIONAL		\$ (868,420.00)	\$ (911,707.00)	\$ (868,878.00)	\$ (869,743.00)	\$ (874,420.00)	
TRANSFER TO RESERVE		\$ (75,000.00)	\$ (30,000.00)	\$ (75,000.00)	\$ (75,000.00)	\$ (75,000.00)	Take capital out of reserves/municipal
DEPRECIATION		\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	\$ 945,000.00	funded
PROJECTED SURPLUS (DEFICIT)		\$ 1,580.00	\$ 3,293.00	\$ 1,122.00	\$ 257.00	\$ (4,420.00)	



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

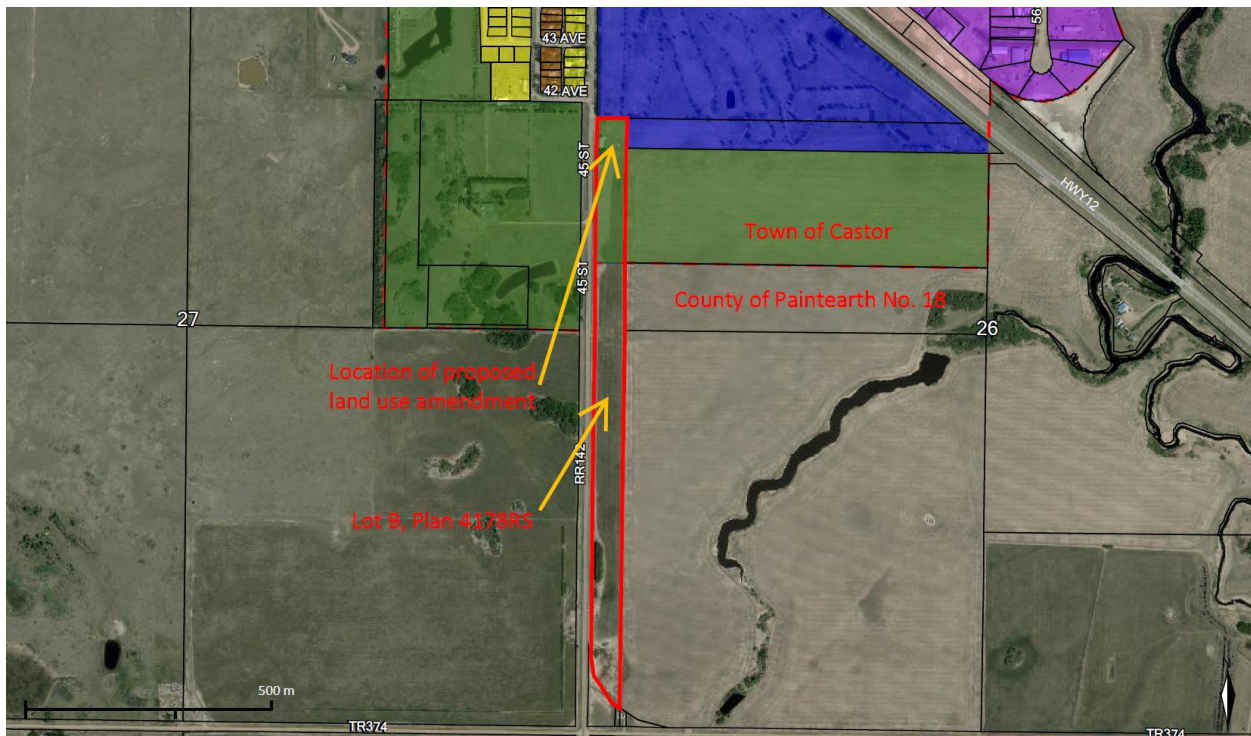
December 8th, 2025

Land Use Amendment Bylaw 2025-1108

BACKGROUND:

Palliser Regional Municipal Services (PRMS) received an application to amend the Town of Castor Land Use Bylaw No. 1093. The application has been submitted by the landowner, the Castor Golf Club Association, to amend the land use district of a +/- 1.01 ha (+/- 2.5 ac) portion of Lot B, Plan 4178RS from Urban Reserve (UR) to Community Service (CS).

The subject parcel is currently zoned Urban Reserve (UR) and located in both the Town of Castor and the County of Paintearth No. 18. It has no assigned civic address and runs adjacent to 45th Street, as shown in the context map below.



The applicant for the rezoning has also applied for a subdivision that would create two new lots which would remain within the Town of Castor boundary and the remainder of the parcel within the County of Paintearth No. 18. Subdivision of the parcel requires an amendment to the Town of Castor Land Use Bylaw before the subdivision application can be approved.

The 1.01 ha (2.5 ac) portion of Lot B, Plan 4178RS is proposed to be used by the Castor Golf Club Association for a new maintenance shop for ground operations. The rezoning is therefore required as well because 'Golf Course' is not listed as a use in the UR District. 'Golf Course' is listed as a discretionary use in the CS District.

The lands to the south will not be rezoned and are proposed to be sold to the adjacent landowner to be used in farm operations. Extensive Agriculture is a permitted use in the UR District.

The proposed amendment, Bylaw 2025-1108, is shown in Attachment 1.

DISCUSSION:

The proposed land use amendment complies with the policies of the Town of Castor Municipal Development Plan Bylaw No. 1007 as it does not conflict with any future growth areas. Development of the area south of the golf course is not expected due to servicing difficulties. Further golf course development is identified as a potential for the area.

The proposed land use amendment aligns with the purpose of the Community Service District in the Town of Castor Land Use Bylaw No. 1093 to provide for recreational uses.

A public hearing for the proposed bylaw was held on December 8th, 2025. Considering the feedback received at the public hearing, Council should choose to amend or defeat the bylaw.

PRMS recognizes that there are a number of clerical issues in the Town of Castor Land Use Bylaw No. 1093. For example, the Land Use District Map should be in “Part X”, however, there are duplicate “Part VI” which creates a numbering issue in the remaining bylaw. There are a few other significant numbering issues in the Bylaw. PRMS is bringing Bylaw 2025-1109 forward to the Town Council concurrent with second/third reading of Bylaw 2025-1108 to address these clerical errors. Note that a public hearing is not required to correct clerical errors in a Land Use Bylaw. Upon passing of the amending bylaws, PRMS will prepare an office consolidation of the Land Use Bylaw with the corrected numbering for ease of use.

BUDGET IMPLICATIONS:

N/A

RECOMMENDATIONS:

Proposed Motion: That Council give second and third reading to Bylaw 2025-1108, a bylaw to amend the Town of Castor Land Use Bylaw No. 1093.

ATTACHMENTS:

1. Proposed Bylaw 2025-1108

**TOWN OF CASTOR
BYLAW NO. 2025-1108**

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 1093 FOR THE TOWN OF CASTOR
IN THE PROVINCE OF ALBERTA.

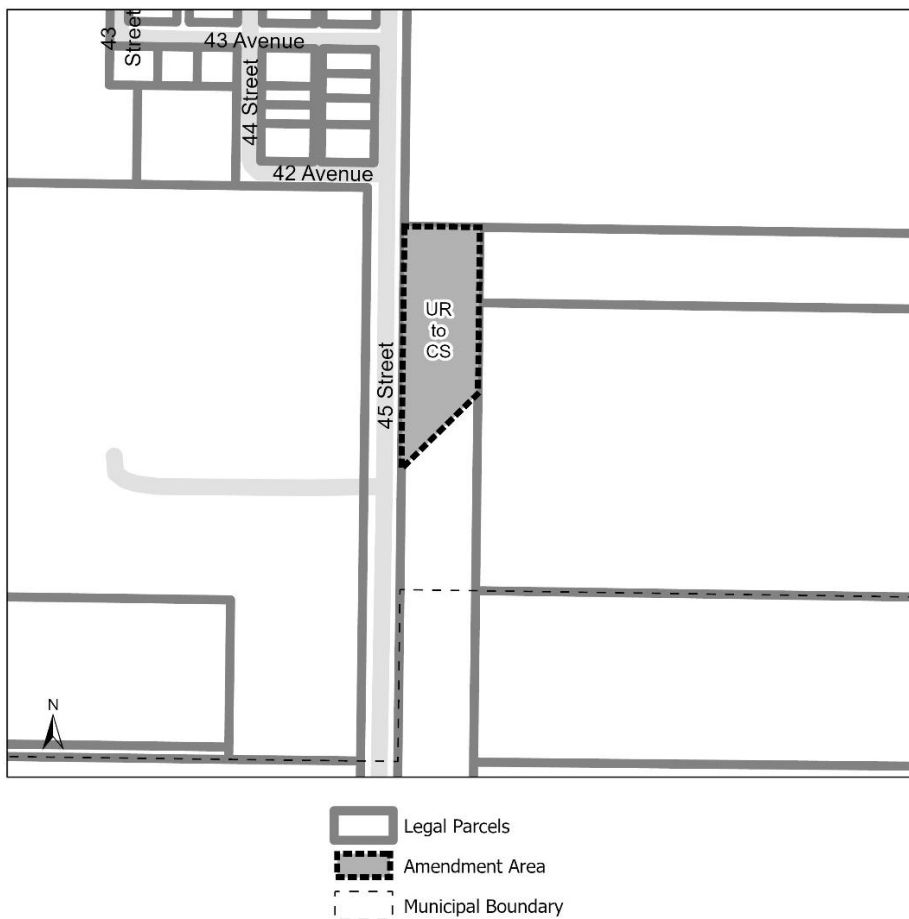
WHEREAS pursuant to the provision of Section 640(1) of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Castor (hereinafter called the Council), has adopted Land Use Bylaw No. 1093;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw No. 1093; and

NOW THEREFORE the Council hereby amends Land Use Bylaw No. 1093; as follows:

1. Amend Part IIX, the Land Use District Map, by re-designating an approximate 1.01 hectare portion of Lot B, Plan 4178RS in the Town of Castor from Urban Reserve District (UR) to Community Service District (CS) as shown on the plan below:

SCHEDULE: A



From: Urban Reserve District
To: Community Service District

2. This Bylaw takes effect on the date of the third and final reading.

READ A FIRST TIME THIS 10th DAY OF NOVEMBER, 2025.

READ A SECOND TIME THIS ____ DAY OF _____, 2025.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL
December 8th, 2025

Clerical Errors Amendment Bylaw 2025-1109

BACKGROUND:

Palliser Regional Municipal Services (PRMS) discovered clerical errors in the Town of Castor Land Use Bylaw No. 1093 while reviewing the land use amendment application for Bylaw 2025-1108. These clerical errors affect the usability and legibility of the Land Use Bylaw. Correcting them would reduce the likelihood of future confusion and misinterpretation.

The Town of Castor Land Use Bylaw No. 1093 was originally adopted on October 11, 2022, and has not been amended since.

Bylaw 2025-1109 proposes to correct the numbering of the Parts and several sub-lists, correct in-document references, and address grammatical and formatting inconsistencies. See the attached Bylaw 2025-1109 for all clerical edits.

DISCUSSION:

The Municipal Government Act (MGA) Section 692(6) states that a Land Use Bylaw “may be amended without giving notice or holding a public hearing if the amendment corrects clerical, technical, grammatical or typographical errors and does not materially affect the bylaw in principle or substance.” As such, no Public Hearing is required to adopt this bylaw. Council can only have all three readings during one Council meeting by unanimously agreeing, through a motion, to consider third reading.

PRMS is bringing Bylaw 2025-1109 forward to the Town Council concurrent with second/third reading of Bylaw 2025-1108 to address these clerical errors. Upon passing of the amending bylaws, PRMS will prepare an office consolidation of the Land Use Bylaw with the land use amendment and the correction to the clerical errors.

BUDGET IMPLICATIONS:

N/A

RECOMMENDATIONS:

Proposed Motion: That Council give first reading to Bylaw 2025-1109, a bylaw to amend the Town of Castor Land Use Bylaw No. 1093.

Proposed Motion: That Council give second reading to Bylaw 2025-1109, a bylaw to amend the Town of Castor Land Use Bylaw No. 1093.

Proposed Motion: That Council agrees to consider giving all three readings to Bylaw 2025-1109 in one single meeting.

Proposed Motion: That Council give third reading to Bylaw 2025-1109, a bylaw to amend the Town of Castor Land Use Bylaw No. 1093.

ATTACHMENTS:

1. Proposed Bylaw 2025-1109

TOWN OF CASTOR BYLAW NO. 2025-1109

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 1093 FOR THE TOWN OF CASTOR
IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 640(1) of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Castor (hereinafter called the Council), has adopted Land Use Bylaw No. 1093;

AND WHEREAS pursuant to the provision of Section 692(6) of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council may amend a bylaw without giving notice or holding a public hearing if the amendment corrects clerical errors and does not materially affect the bylaw in principle or substance;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw No. 1093 to fix such clerical errors; and

NOW THEREFORE the Council hereby amends Land Use Bylaw No. 1093; as follows:

1. In the Table of Contents:
 - a. Change '**PART VI – Enforcement**' to '**PART VII – Enforcement**'
 - b. Change '**PART VII – Land Use Districts**' to '**PART VIII – Land Use Districts**'
 - c. Change '**PART VIII – General Land Use Regulations**' to '**PART IX – General Land Use Regulations**'
 - d. Change '**PART IIX – Land Use District Map**' to '**PART X – Land Use District Map**'
2. In 2.2. Definitions:
 - a. Remove the second 'a' from the definitions for "**Area Redevelopment Plan**" and "**Area Structure Plan**"
 - b. Change "**Bed & Breakfast**" to "**Bed and Breakfast Establishment**"
 - c. In the definition of "**Dwelling – Modular Home**", change 'includes' to 'include'
 - d. Change "**Hotel** or Motel" to "**Hotel/Motel**"
3. In 3.1.(1)(c)(i), change '**Part IV**' to '**Part VI**'
4. In 3.1.(1)(b)(i), remove '**Part III**' of
5. In 3.4(1)(m), change 'Appeal Boady' to 'Appeal Body'
6. In 4.2.(c), change '(2)' to '(b)'
7. Under 4.2.(1), change '(11)' to '(k)', '(12)' to '(l)', '(13)' to '(m)', and '(14)' to '(n)'
8. In 4.4.(5)(c), change 'issue' to 'issued'
9. In 4.4.(5)(c)(i), change '.' to '; or'
10. In 4.4.(6) and 4.5.(2), change 'Part 4' to 'Part VI'
11. In 4.5.(1)(c), change 'issue' to 'issued'
12. In 4.5.(1)(c)(i), change '.' to '; or'
13. In 4.8.(2)(c), change both instances of '**Part IV**' to '**Part VI**'
14. In 4.8.(2)(g)(ii), remove 'or'
15. In 4.8.(2)(g)(v), change '.' to ';'
16. In 5.1.(3)(c), remove 'search'
17. In 6.3.(1), change 'a appeal' to 'an appeal'
18. In 6.3.(2)(c), remove 'under Section 12'
19. In 6.4.(1), change ';' to '.'
20. Change '**PART VI – Enforcement**' to '**PART VII – Enforcement**'
21. In 7.1.(1)(d), change '.' To ';'
22. Under 7.1.(1), change '(e)' to '(aa)', '(f)' to '(bb)', '(g)' to '(cc)'
23. In 7.1.(2), change '**Part IV**' to '**Part VI**'
24. Under 7.2. Enforcement, change '(1) Violation Tickets' to '(6) Violation Tickets'
25. Change '**PART VII – Land Use Districts**' to '**PART VIII – Land Use Districts**'
26. In 8.1.(1), change 'l' to 'l-1'
27. In 8.2.(1), change 'Part VIII' to '**Part X**'
28. In 8.2.(2)(c), change 'Section 7.2.(b)' to 'Section 8.2.(2)(b)'
29. In 8.2.(6), change '**Part VII**' to '**Part IX**'
30. In 8.3.(4), change '**Part IV**' to '**Part VI**'
31. Under 8.4.(4), change both instances of '**Section 39** of the Land Use Regulations' to '**Section 9.4** of the General Land Use Regulations'
32. In 8.6.(5)(b)(iii), add '%' after '55'
33. In 8.10.(3), change 'Hotel' to 'Hotel/Motel'
34. In 8.10.(6), change '49.6' to '9.6'
35. In 8.11.(3), change 'Hotel/Motor' to 'Hotel/Motel'

36. In 8.12.(3), remove the duplicate of 'Bulk fuel sales depot'
37. Organize the lists of Permitted Uses and Discretionary Uses in the 8.10. C-1 – Central Commercial District, 8.11. HWY-C – Highway Commercial District, and 8.12. I-1 – Light Industrial District in alphabetical order
38. Change every instance of 'Bed and Breakfast' to 'Bed and Breakfast Establishment'
39. Change every instance of 'Dwelling – Modular' to 'Dwelling – Modular Home'
40. Change every instance of 'Wing- Household' to 'Wind- Household'
41. Change '**PART VIII – General Land Use Regulations**' to '**PART IX – General Land Use Regulations**'
42. In 9.6.(10), under 'Other uses', change 'fo' to 'for'
43. In 9.17.(12)(c), add 'm' after '1.5'
44. In 9.17.(17), remove '.'
45. In 9.21.(3)(a)(ii), remove '(ii)'
46. In 9.21.(5)(c), change '(1 0 ft.)' to '(10 ft.)'
47. In 9.28.(e), change "'M-2"-Industrial District' to "'I-1" – Light Industrial District'
48. In 9.33.(4), change "'RA' – Residential Acreage' to "'RE' – Residential Estates'
49. In 9.38.(1), change '**Part VII**' to '**Part VIII**'
50. Change every instance of 'neighborhood' to 'neighbourhood', 'neighborhoods' to 'neighbourhoods', and 'neighboring' to 'neighbouring'
51. Change every instance of 'principle' to 'principal'
52. Change '**PART IIX – Land Use District Map**' to '**PART X – Land Use District Map**'
53. This Bylaw takes effect on the date of the third and final reading.

READ A FIRST TIME THIS ____ DAY OF _____, 2025.

READ A SECOND TIME THIS ____ DAY OF _____, 2025.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2025.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Parkland Regional Library System Board Report

Submitted by: Councillor Matthew Sumegi, Town of Castor

Date of Report: December 4, 2025

Meeting Attended: November 27, 2025 (Zoom)

Overview of Parkland Regional Library System

Parkland Regional Library System (PRLS) is Alberta's first and one of its largest regional library systems (established 1959). It serves 49 public libraries across central and north-central Alberta through bulk purchasing, shared digital collections (OverDrive/Libby, etc.), IT support, consulting, staff training, and a weekly delivery van service. The Town of Castor pays an annual per-capita levy to belong; in return, our local library receives the majority of its books, e-resources, programming support, and technology at no additional cost to the Town. The Parkland Board is made up of one appointed representative from each member municipality and meets several times per year to set policy and approve the budget.

Purpose of Attendance

To represent the Town of Castor at the annual organizational meeting of the Parkland Regional Library System Board, at which the Executive Committee and officers are elected, governance policies are reviewed, and the direction for the coming year is set.

Key Outcomes & Highlights

1. Organizational Meeting – Executive Elections
The Board elected its Chair, Vice-Chair, and full Executive Committee for 2026. Signing authorities were confirmed and the 2026 meeting calendar was set.
2. 2026 Municipal Per-Capita Levy Frozen
The requisition remains \$8.59 per capita – no increase for the Town of Castor. PRLS continues to operate with strong reserves (total assets \$6.44 million as of October 31, 2025).
3. Board Attendance Rules Strengthened
The Board removed the practice of granting blanket excusals when regrets are sent. Members who miss three consecutive meetings without prior approval are now automatically removed from the Board as per the bylaws.

4. Advocacy Committee Dissolved

Advocacy will now be handled directly by the Executive Committee and full Board to ensure Parkland only pursues initiatives explicitly requested by local library boards and municipalities. The Castor Library Board remains free to create its own local advocacy group if desired.

5. Privacy Policies Updated

All governance documents, bylaws, and outlet policies were revised to comply with the new Protection of Privacy Act (POPA).

6. Programming Inspiration

One library board member shared how their library had partnered with their local Family & Community Support Services (FCSS) to jointly host a HeroClix tournament.

7. Service Notes

- Van delivery routes and frequency remain unchanged for 2026.
- County forums (including Paintearth & Ponoka) are underway to shape 2026 training and programming priorities.

Recommendations for Castor Town Council

- Budget impact: None as the 2026 PRL requisition stays at the current \$8.59 per capita.

Respectfully submitted,
Matthew Sumegi
Councillor, Town of Castor



CAO REPORT

December 8th, 2025

Since the last report to Council, the CAO:

Administration:

- Attended (meetings):
 - SMT (weekly)
 - Paintearth Regional Waste Management
 - Castor and Area Health Care Providers Attraction and Retention Committee
 - Municipal Affairs Training Session:
 - Online Resources
 - Library Appointments
 - Introduction to Public Library Service
 - Grant Programs and Tools for Local Governments
 - Standard Municipal Restructuring
 - New Public Sector Accounting Standard
 - Planning 101
 - ICF
 - Trinus Internet Security Training
 - AB Munis Webinar
 - Manager Meeting
 - Benefit Program Meeting
- Communications with E360 Solid Waste Collection
- Communication with BrownLee LLP – 2025 Tax Sale properties, advertisements of new dates
- Interim Budget for 2026 prepared
- Reviewed and drafted various correspondence and social media posts
- Prepared Castor and Area Health Care Providers Attraction and Retention Committee packages

Recreation:

- Castor Minor Sports
 - Bear Tracks Ice Melt Fundraiser Support
 - Ice Melt orders collected
 - Ice Melt orders distributed
 - Financial Records Support
- Recreation Department

- Skate A Thon Fundraiser – 50th Year
 - Pledges Collected
 - Skate A Thon was December 1 and a well attended by the skating and U7 – U11 hockey programs
- Various Communications regarding hockey tournaments and team requests
- Various Communications with partner communities and parents
- Communications with Arena staff regarding projects and upcoming needs and wants at the arena for 2026

Development:

- Development Permit (1) Enclosed Deck
- Resident inquires and conversations regarding approved developments and the development process

Bylaw:

- Sidewalk Compliance and appropriate letters and notices of contravention

Safety:

- Reviewed reports received
- Preplanning for Employee Safety Meeting on December 17, 2025

Other:

- **Christmas Holiday Day** – for the past several years the employees of the Town of Castor have received a Christmas Holiday Day off, in addition to the 24th, 25th, and 26th.
The suggestion for 2025 would be that administrative employees receive December 23rd, 2025 off with pay and public works employees would chose between December 23rd and 29th, 2025 as their day off with pay.

Proposed Motion: That the Administrative office be closed on December 23rd, 2025 as a paid Christmas Holiday Day; further that the Public Works Department employees will choose either December 23rd or 29th as a paid Christmas Holiday Day.

- As the weekly residential solid waste collection falls on December 25th and January 1st this holiday season, residential collection will not occur the week of December 22nd, and will occur on December 30th instead of January 1st.
- Local Authority Elected Official Course (Disaster Services) – This course offered by the Alberta Emergency Management Agency (AEMA) is designed to directly address the legislated training requirements for elected officials and delegates under the *Emergency Management Act* and its regulations. This course is a requirement

of Elected Officials and is approximately four (4) hours long. There are two (2) delivery options for the course:

- Host an in person course in January
- Complete the course on line

If Council chooses to host an in person course we would open it up to surrounding communities. Cost would be venue rental and coffee and lunch, approximately eight hundred (\$800.00) to one thousand dollars (\$1,000.00).

If Council chooses to participate in the online version of the course, Administration will register each Councillor individually. There would be no associated fees for the online version.

Proposed Motion: That Administration register individual Councillors for the online version of the Local Authority Election Course.

Proposed Motion: That Administration arrange to have an in person Local Authority Election Course on January , 2026.

- **December 22nd, 2025 Council Meeting** – does Council wish to cancel the December 22nd, 2025 meeting of Council due to the holiday season?

Proposed Motion: That the December 22nd, 2025 regular meeting of Council be cancelled.

- Still in progress - 5006 – 51 St. Property and Building Inspection was initiated on April 23, 2025
- Still in progress – Highway lots for sale – servicing
- Still in progress – Pothole/Micro Sealing road plan – 5 year plan