



Claresholm

Where **Community** Takes Root

Interim Budget Document

2025

December 9, 2024

Abe Tinney
CAO

Brad Schlossberger
Mayor

2025 Budget

As per Claresholm Town Council’s 2022-2026 Strategic Plan, their Vision for Claresholm is “To be the community of choice, leading to a thriving and diverse Claresholm”. Their Mission is “We will offer quality family living and encourage economic prosperity through innovative and progressive thinking.” Vision and Mission have guided this 2025 Budget for the Town of Claresholm.

The budget is a forward-looking projection for the upcoming year, based on current data and informed assumptions. While the budget is inherently subject to uncertainties, the Administration strives to mitigate these risks by relying on the most accurate and up-to-date information available and by adopting a conservative financial strategy. However, there are certain budget factors that are beyond the Town's control, which must still be considered. These include:

- **Federal Carbon Tax** – While the Town cannot control the carbon tax increases as outlined in the below chart (Rocky Gas Co-op), administration is continuously looking for saving opportunities by trying to procure the best natural gas and electrical rates.

	FEDERAL CARBON TAX							
	2023	2024	2025	2026	2027	2028	2029	2030
Price per Tonne of Carbon	\$65.00	\$80.00	\$95.00	\$110.00	\$125.00	\$140.00	\$155.00	\$170.00
Natural Gas (GJ)	\$3.42	\$4.21	\$4.99	\$5.78	\$6.57	\$7.60	\$8.15	\$8.94
Propane (L)	\$0.1006	\$0.1238	\$0.1470	\$0.1702	\$0.1935	\$0.2167	\$0.2399	\$0.2631
Propane (GJ)	\$3.92	\$4.83	\$5.73	\$6.64	\$7.55	\$8.45	\$9.36	\$10.26
Gasoline (L)	\$0.14	\$0.18	\$0.21	\$0.24	\$0.28	\$0.31	\$0.34	\$0.38
Diesel (L)	\$0.17	\$0.21	\$0.25	\$0.29	\$0.34	\$0.38	\$0.42	\$0.46

- **Inflation** – The Bank of Canada has projected that inflation will remain around 2% in 2025 (<https://www.bankofcanada.ca/publications/mpr/mpr-2024-10-23/projections/>).
 - Therefore, inflation rates were applied within the budget as required.
- **Interest Rates** – Chief Economist, Dawn Desjardins at Deloitte Canada has reported that the economic forecast is predicting that interest rates will fall to 2.75% by mid-2025 ([Interest rates to fall to 2.75% by mid 2025 | Financial Post](#)).
 - While a rate decrease is anticipated, an increase has been incorporated within the 2025 budget due to current locked in investments. A reduction in the investment revenue is anticipated for future budget years based off of economic predictions and potential withdrawals for projects.
- **Union Contract** – The Town has a Union contract with CUPE Local 3023 and must adhere to the agreed upon annual increases, the 2025 increase is 2.5%.

In addition to the above budget considerations, within the proposed 2025 Budget there are several new initiatives and/or changes highlighted below, that have been made and continue to align with the Town's Vision and Mission.

- **Restructuring of Community Development Department** – In 2024, the Economic Development Assistant and Community Engagement Coordinator were brought under the same department to improve effectiveness and efficiency in our Economic Development activities, additionally these positions are now full time with the Economic Development Officer Position remaining vacant. While this initiative has been ongoing, the restructuring is more accurately reflected in 2025 as the SLIP Grant funding expires in March 2025 and both positions are fully accounted for.
- **Museum personnel** – As identified as part of the 2024 budget, the Museum has grown tremendously over the last few years and is seeing an increase in overall visitors. As part of the increased tourism and excellent work that is being done at the museum the need for a new full-time position was identified and a Museum Director Assistance has been hired, 2025 will be the first full year with this position in place. This position was approved as part of the Museum's succession plan.
- **FCSS personnel** – The FCSS Department has experienced a significant increase in use and need over the past couple of years within the community. One of the areas that has required additional support is with the senior population. In an effort to support this a permanent part-time position, Senior's Services Coordinator has been created.
- **Revenue Increases** – While the Town has added new Full-Time Equivalents (FTEs) and addressed other cost increases within the budget, it has also implemented strategic revenue increases to help offset these costs while preserving essential services. These revenue adjustments include increases to utility rates, franchise fees, fire response fees, cemetery services and recreation fees, all of which are designed to be supported through user-pay methods.

Future Viability of Town Services

As outlined in the 2024 budget, all municipalities in Alberta are required to annually submit audited financial statements and other relevant information to Municipal Affairs, a provincial government ministry. Municipal Affairs compiles, analyzes, and assesses this data against various performance indicators, each with an established benchmark. If a municipality fails to meet one or more of these benchmarks, it is flagged. A municipality can be flagged for any or all of the thirteen indicators, and the severity and consistency of these failures may result in a municipal review or even intervention.

The Town of Claresholm consistently meets or exceeds all of these benchmarks, except for one: infrastructure age. This is measured by the amortized book value of tangible capital assets relative to their original cost. The Town's lower rating for infrastructure age is primarily due to limited community growth, but also reflects the deferred maintenance of aging infrastructure, which may be at risk of failure. This challenge stems largely from insufficient funding to replace or maintain these assets.

Council is aware of this issue and is taking steps to address this in a sustainable manner. Beginning in 2018, Council implemented a significant restructuring of water and sewer utility fees, increasing them to build up capital reserves for necessary infrastructure replacements and upgrades. Previously, the Town had relied almost exclusively on provincial funding or debt, without sufficient fees to cover capital costs. However, it became clear that this approach was not sustainable, especially in light of declining or stagnant provincial funding and the rising costs of maintaining and upgrading infrastructure. While these efforts have been made, there are still a number of projects in with the Town is reliant on grant funding for.

In 2021 the Town signed an Intermunicipal Collaboration Framework (ICF) agreement with the MD. As part of this agreement the MD gives the Town capital recreation funding annually, which the Town matches, to help fund major repairs, upgrades, replacement, or new construction of recreation buildings and infrastructure.

In 2024, a new fire truck was purchased to replace a 20-year-old fire pumper truck. The purchase was partially funded through the Fire Reserve Fund. To ensure sufficient funding for future fire-related infrastructure needs, Council has also doubled the annual contribution to the Fire Capital Reserve. While building this reserve will take time, it is a crucial step toward addressing long-term infrastructure requirements.

Council recognizes that many areas of the Town's capital infrastructure are underfunded within the existing budget and fee structures. This presents a challenge in identifying sustainable funding options for the maintenance and replacement of key assets. In addition to limited reserve funds, securing grant funding can also be challenging due to both availability of and competition for funding. Critical areas of concern for the Town include transportation infrastructure (streets and sidewalks), recreation and cultural facilities.

Council has begun to address these funding gaps, by increasing the sidewalk maintenance budget and allocated a small investment to reserves for future street projects. These measures are an initial step in Council demonstrating their Council's commitment to making gradual progress toward addressing the Town's long-term infrastructure needs. Further discussions and decisions regarding increases to reserve transfers will be necessary to ensure the Town's long-term sustainability.

Overall Impact for 2025

In 2024, Council approved a 3.6% increase in tax support, at this time the 2025 interim budget includes an anticipated 6.045% increase. Much of this increase is due to changes in net salaries and benefits, the phase-out of the SLIP grant (ending in March 2025), and the addition of a new transfer to capital reserves for recreation facilities in the amount of \$50,000, accounting for 1.288% of the overall tax support increase. Council has implemented the reserve transfer following the 2024 Recreation and Cultural Facilities Survey. Within the survey, Council had proposed the addition of a reserve transfer in the amount of \$360,000, approximately a 10% increase to taxes in 2025. Upon review of the survey results, Council made the decision to move forward with implementing the recreation transfer but at a lower amount with gradual annual increases in an effort to ensure manageable and consistent tax increases.

While an increase is necessary, Administration is aware that Council remains mindful of the economic pressures faced by residents and businesses in Claresholm. However, the Town is also facing the same inflationary influences in addition to its operational requirements, and capital needs, resulting in the proposed tax increase.

Town of Claresholm Budget Summary

2025

Summary by Object (excludes Amortization)	2025	2024
Operating Revenue		
Property taxes net of requisitions	4,116,015	3,881,379
User fees and sales of goods	3,575,123	3,483,582
Operating grant funding	501,637	627,023
Investment income	280,000	270,000
Penalties and costs of taxes	83,600	68,600
Licenses and permits	119,700	119,700
Franchise fees	405,000	355,335
Rental	166,403	151,786
Other	59,900	67,700
Reserve funds to be used for operations	61,125	110,824
Total Operating Revenue	9,368,503	9,135,929
Operating Expenses		
Salaries, wages & benefits	(3,484,460)	(3,359,245)
Contracted & general services	(1,953,187)	(2,005,632)
Materials, goods, supplies & utilities	(1,765,900)	(1,707,033)
Bank charges and short-term interest	(1,200)	(1,200)
Interest on long-term debt	(175,745)	(188,042)
Other expenditures	(43,670)	(33,000)
Transfers to other organizations	(429,493)	(429,137)
Debt principal repayment	(295,408)	(283,109)
Transfers to reserves for future purposes	(1,214,440)	(1,124,531)
Total Operating Expenses	(9,363,503)	(9,130,929)
Capital		
Capital grant funding	2,367,705	1,982,475
Other capital funding	-	82,629
Reserve funds to be used for capital	1,290,000	2,164,849
Proceeds from disposal of capital assets	65,000	65,000
Capital expenditures	(3,727,705)	(4,299,953)
Net Capital	(5,000)	(5,000)
Balanced Budget	-	-

DEPARTMENT
OPERATING
BUDGETS

BUDGET IMPACT HIGHLIGHTS SUMMARY

2024 TAX SUPPORT		3,881,379	
2025 PROPOSED TAX SUPPORT		4,116,015	
TOTAL TAX SUPPORT DIFFERENCE		234,636	6.045%
LEGISLATED ADJUSTMENTS			
Porcupine Hills Lodge Requisition Estimate (2.5%)		4,987	
Provincial Policing Estimate(2%)		4,520	
<i>School Requisitions were not changed from 2024 for the interim budget, however an increase is anticipated.</i>			
		9,507	0.245%
BUDGET ADDITIONS/CHANGES			
Net salary & benefits change (includes 2.5% increase per CUPE, FTE adjustments & merit impacts)		125,215	
Roads, Streets, Walk Maintenance, Goods & Supplies		13,400	
2025 Election Costs, Council Orientation and Council iPad		18,000	
Water Treatment Plant Chemicals		35,000	
ORRSC Planning Service Fee Increase		16,132	
Electrical - Streetlighting		13,000	
General Town Insurance		12,506	
Reduction of SLIP Grant - ends March 2025 (offset Economic Development department expenses)		125,710	
Cybersecurity Implementation		4,000	
New Transfer to Capital Reserve - Recreation		50,000	
		412,963	10.640%
BUDGET EFFICIENCIES/COST SAVINGS/REVENUE INCREASES			
Penalties (tax & utilities)		(15,000)	
Utility Rate Increase - Water, Sewer, Garbage (3% as approved by Council)		(84,137)	
Franchise Fee Increase (as approved by Council)		(49,665)	
Fire Response Revenues		(5,000)	
Recreation Rental Fees		(10,654)	
Interest Income		(10,000)	
Fund 3/4 of 2025 Election Costs (General OP Reserve)		(13,500)	
Net Balancing Rounding/Adjustments (+/-)		122	
		(187,834)	-4.839%
TOTAL TAX SUPPORT INCREASE/DECREASE		234,636	6.045%
IMPACT SUMMARY			
2024 Tax Support		3,881,379	0.000%
Legislated Adjustments		9,507	0.245%
Additions/Changes		412,963	10.640%
Efficiencies/Cost Savings/Revenue Increases		(187,834)	-4.839%
TOTAL PROPOSED TAX SUPPORT		4,116,015	6.045%

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Municipal Taxes

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Property Taxes	5,768,893	5,527,536	5,529,232	5,243,174	5,125,275
Less Requisitions	(1,656,168)	(1,287,680)	(1,651,143)	(1,503,627)	(1,458,924)
Net property tax revenue for municipal purposes	4,112,725	4,239,856	3,878,089	3,739,547	3,666,352

Council

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Salaries, wages & benefits	(107,835)	(78,597)	(107,834)	(93,129)	(98,495)
Contracted & general services	(23,000)	(15,155)	(24,000)	(19,835)	(10,370)
Materials, goods, supplies & utilities	(19,224)	(392)	(1,200)	(1,188)	(6,203)
Net tax cost	(150,059)	(94,143)	(133,034)	(114,152)	(115,067)

Administrative & General

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	6,500	120,334	6,500	172,998	189,795
Operating grant funding	75,800	81,520	83,650	82,387	38,500
Investment income	280,000	266,657	270,000	328,960	148,294
Penalties and costs of taxes	69,600	70,625	54,600	85,684	93,202
Licenses and permits	25,700	31,615	25,700	25,690	24,498
Franchise fees	405,000	321,659	355,335	291,760	288,994
Rental	48,163	28,208	47,700	48,751	50,416
Other	47,400	49,215	47,200	49,485	58,118
Internal charges to other departments	110,740	-	108,957	88,590	88,590
Transfers from reserves	-	(5,429)	20,711	65,459	58,576
Subtotal	1,068,903	964,405	1,020,353	1,239,764	1,038,983
Salaries, wages & benefits	(800,505)	(574,524)	(718,664)	(712,188)	(707,848)
Contracted & general services	(481,031)	(405,852)	(463,642)	(395,790)	(405,994)
Materials, goods, supplies & utilities	(127,968)	(99,134)	(126,184)	(105,036)	(108,469)
Bank charges and short-term interest	(1,200)	(862)	(1,200)	(993)	(1,102)
Interest on long-term debt	(65,670)	(33,963)	(67,480)	(69,167)	(70,887)
Other expenditures	(30,170)	(24,216)	(29,500)	(29,237)	(37,619)
Transfers to other organizations	(121,493)	(116,822)	(121,137)	(120,132)	(125,602)
Transfers to reserves	(130,000)	-	(140,000)	(747,061)	(313,053)
Debt principal repayment	(70,001)	(68,190)	(68,190)	(66,426)	(64,708)
Internal charges from other departments	(77,923)	(22,189)	(48,085)	(52,766)	(53,084)
Subtotal	(1,905,961)	(1,345,752)	(1,784,081)	(2,298,795)	(1,888,366)
Net tax cost	(837,058)	(381,347)	(763,728)	(1,059,031)	(849,383)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Policing

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Contracted & general services	(231,000)	(225,827)	(226,480)	(208,834)	(140,293)
Net tax cost	(231,000)	(225,827)	(226,480)	(208,834)	(140,293)

Fire Department

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	25,000	42,737	20,000	30,767	47,172
Operating grant funding	9,000	-	9,000	9,000	9,000
Transfers from reserves	20,000	-	13,000	-	-
Subtotal	34,000	42,737	29,000	39,767	56,172
Salaries, wages & benefits	(160,410)	(108,267)	(153,058)	(140,530)	(143,750)
Contracted & general services	(29,030)	(19,520)	(28,030)	(21,595)	(28,619)
Materials, goods, supplies & utilities	(70,850)	(47,490)	(64,701)	(40,572)	(49,454)
Transfers to reserves	(10,000)	-	(20,000)	(54,690)	(44,272)
Internal charges from other departments	(5,306)	(3,875)	(5,202)	(5,047)	(5,085)
Subtotal	(275,596)	(179,152)	(270,991)	(262,434)	(271,179)
Net tax cost	(221,596)	(136,415)	(228,991)	(222,667)	(215,007)

Emergency Management

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Salaries, wages & benefits	(13,770)	(15,499)	(14,103)	(11,301)	(33,588)
Materials, goods, supplies & utilities	(1,500)	(52)	(1,500)	(532)	(7,675)
Net tax cost	(15,270)	(15,552)	(15,603)	(11,833)	(41,263)

Bylaw Enforcement

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	3,000	5,245	3,000	8,625	6,167
Penalties and costs of taxes	2,000	316	2,000	392	1,874
Licenses and permits	9,000	10,535	9,000	7,875	7,030
Subtotal	14,000	16,096	14,000	16,892	15,071
Salaries, wages & benefits	(83,515)	(65,304)	(81,629)	(78,363)	(69,136)
Contracted & general services	(8,100)	(8,966)	(8,050)	(13,325)	(8,533)
Materials, goods, supplies & utilities	(6,070)	(4,915)	(6,600)	(5,349)	(5,703)
Other expenditures	-	-	-	-	(213)
Transfers to reserves	(2,000)	-	(2,000)	(2,000)	(2,000)
Subtotal	(99,685)	(79,185)	(98,279)	(99,036)	(85,585)
Net tax cost	(85,685)	(63,089)	(84,279)	(82,145)	(70,514)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Common Equipment

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Rental	3,500	1,195	-	315	-
Internal charges to other departments	186,101	-	183,477	70,000	70,000
Transfers from reserves	-	-	14,650	5,500	33,000
Subtotal	189,601	1,195	198,127	75,815	103,000
Salaries, wages & benefits	(272,305)	(224,877)	(272,390)	(289,905)	(221,589)
Contracted & general services	(116,216)	(100,627)	(125,439)	(72,856)	(92,070)
Materials, goods, supplies & utilities	(239,586)	(195,453)	(242,504)	(237,453)	(213,570)
Internal charges from other departments	(20,600)	(19,123)	(20,000)	(21,960)	(12,875)
Subtotal	(648,707)	(540,080)	(660,333)	(622,174)	(540,104)
Net tax cost	(459,106)	(538,885)	(462,206)	(546,359)	(437,104)

Roads, Streets, Walks & Lights

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Local improvement tax	-	-	-	-	1,345
User fees and sales of goods	11,500	15,603	15,000	29,086	1,555
Subtotal	11,500	15,603	15,000	29,086	2,900
Salaries, wages & benefits	(212,035)	(220,397)	(226,870)	(202,527)	(270,768)
Contracted & general services	(154,100)	(134,462)	(150,900)	(78,404)	(70,348)
Materials, goods, supplies & utilities	(338,200)	(269,053)	(315,000)	(317,702)	(301,114)
Transfers to reserves	(30,000)	-	(30,000)	(10,000)	-
Internal charges from other departments	(49,959)	-	(49,319)	-	-
Subtotal	(784,294)	(623,911)	(772,090)	(608,632)	(642,230)
Net tax cost	(772,794)	(608,308)	(757,090)	(579,546)	(640,674)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Water Utility

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	1,853,920	1,445,898	1,811,400	1,740,445	1,746,863
Penalties	12,000	9,339	12,000	12,477	11,558
Internal charges to other departments	40,454	35,415	39,642	44,528	44,373
Subtotal	1,906,374	1,490,652	1,863,042	1,797,450	1,802,794
Salaries, wages & benefits	(465,070)	(306,768)	(478,137)	(445,966)	(363,081)
Contracted & general services	(58,344)	(45,856)	(77,272)	(35,295)	(27,956)
Materials, goods, supplies & utilities	(625,815)	(479,653)	(567,700)	(492,887)	(402,787)
Interest on long-term debt	(105,140)	(58,329)	(114,402)	(122,816)	(131,187)
Other expenditures	-	(97)	-	(160)	(236)
Transfers to reserves	(385,857)	-	(389,798)	(466,779)	(652,352)
Debt principal repayment	(183,729)	(174,466)	(174,466)	(165,672)	(157,320)
Internal charges from other departments	(72,874)	-	(71,667)	(67,875)	(67,875)
Subtotal	(1,896,829)	(1,065,169)	(1,873,442)	(1,797,451)	(1,802,794)
Net tax cost	9,545	425,483	(10,400)	(0)	(0)

Sanitary & Storm Sewer Utility

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Local improvement tax	3,290	3,290	3,290	3,290	9,654
User fees and sales of goods	647,984	522,500	629,190	610,138	621,135
Internal charges to other departments	13,210	9,963	12,944	13,748	13,049
Subtotal	664,484	535,752	645,424	627,176	643,838
Salaries, wages & benefits	(84,140)	(43,052)	(89,006)	(70,023)	(80,842)
Contracted & general services	(35,500)	(1,336)	(35,500)	(37,316)	(12,444)
Materials, goods, supplies & utilities	(39,118)	(29,773)	(37,981)	(31,954)	(28,061)
Interest on long-term debt	(4,935)	(3,231)	(6,160)	(10,689)	(16,446)
Transfers to reserves	(404,296)	-	(386,423)	(324,853)	(356,308)
Debt principal repayment	(41,678)	(40,453)	(40,453)	(120,776)	(115,099)
Internal charges from other departments	(50,557)	-	(49,902)	(28,275)	(28,275)
Subtotal	(660,224)	(117,844)	(645,424)	(623,886)	(637,474)
Net tax cost	4,260	417,908	-	3,290	6,364

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Garbage & Recycling Services

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	818,835	681,898	797,020	764,367	750,128
Internal charges to other departments	28,896	23,820	28,316	29,357	22,040
Transfers from reserves	-	-	-	389,646	-
Subtotal	847,731	705,718	825,336	1,183,370	772,168
Salaries, wages & benefits	(110,625)	(107,923)	(118,367)	(207,458)	(228,649)
Contracted & general services	(494,928)	(418,477)	(490,793)	(487,261)	(460,264)
Materials, goods, supplies & utilities	(26,500)	(64,324)	(70,500)	(410,656)	(26,807)
Transfers to reserves	(148,507)	-	(92,710)	(32,270)	(10,724)
Internal charges from other departments	(53,544)	-	(52,966)	(45,725)	(45,725)
Subtotal	(834,104)	(590,724)	(825,336)	(1,183,370)	(772,168)
Net tax cost	13,627	114,995	0	-	-

Family & Community Support Services

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	1,000	7,671	1,000	1,497	1,551
Operating grant funding	245,037	236,497	243,036	233,080	239,014
Other	5,000	7,050	5,000	12,192	3,868
Internal charges to other departments	57,682	-	28,085	27,197	26,309
Subtotal	308,719	251,218	277,120	273,966	270,742
Salaries, wages & benefits	(182,750)	(118,841)	(145,505)	(142,216)	(144,917)
Contracted & general services	(28,750)	(19,908)	(31,750)	(20,146)	(23,165)
Materials, goods, supplies & utilities	(28,500)	(34,579)	(30,150)	(47,233)	(38,291)
Other expenditures	(500)	(400)	(500)	(120)	(270)
Transfers to other organizations	(55,000)	(52,682)	(55,000)	(50,036)	(49,884)
Internal charges from other departments	(14,390)	-	(14,215)	(14,215)	(14,215)
Subtotal	(309,890)	(226,410)	(277,120)	(273,966)	(270,742)
Net tax cost	(1,171)	24,807	-	-	(0)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Cemetery

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	20,480	14,586	19,800	21,804	19,831
Operating grant funding	3,000	3,000	3,000	3,000	3,000
Transfers from reserves	-	-	27,000	-	-
Subtotal	23,480	17,586	49,800	24,804	22,831
Salaries, wages & benefits	(24,895)	(27,873)	(26,633)	(23,500)	(19,539)
Contracted & general services	(2,040)	(11,643)	(29,000)	-	-
Materials, goods, supplies & utilities	(2,550)	(1,254)	(2,500)	(1,848)	(3,086)
Transfers to reserves	(5,000)	-	(5,000)	(5,825)	(5,238)
Internal charges from other departments	(7,899)	-	(7,700)	(2,500)	(2,500)
Subtotal	(42,384)	(40,770)	(70,832)	(33,672)	(30,362)
Net tax cost	(18,904)	(23,184)	(21,032)	(8,869)	(7,531)

Physician Recruitment

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Operating grant funding	-	1,000	1,000	1,964	414
Transfers from reserves	3,000	-	2,000	1,793	1,200
Subtotal	3,000	1,000	3,000	3,757	1,614
Other expenditures	(3,000)	(2,632)	(3,000)	(3,757)	(1,614)
Subtotal	(3,000)	(2,632)	(3,000)	(3,757)	(1,614)
Net tax cost	-	(1,632)	-	-	-

Economic Development

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	1,000	-	1,000	664	151
Operating grant funding	60,500	179,037	179,037	202,051	158,968
Rental	-	-	-	7,030	15,045
Other	-	-	-	-	14,837
Transfers from reserves	6,000	-	10,583	2,633	33,331
Subtotal	67,500	179,037	190,620	212,377	222,333
Salaries, wages & benefits	(126,340)	(78,382)	(112,001)	(175,354)	(227,980)
Contracted & general services	(64,492)	(59,021)	(87,784)	(101,794)	(120,924)
Materials, goods, supplies & utilities	(8,838)	-	(8,820)	(951)	(4,518)
Transfers to reserves	-	-	-	-	(22,450)
Subtotal	(199,670)	(137,403)	(208,605)	(278,098)	(375,872)
Net tax cost	(132,170)	41,634	(17,986)	(65,721)	(153,540)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Planning & Development

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	3,100	9,321	9,972	18,579	2,970
Licenses and permits	85,000	93,924	85,000	78,984	76,141
Subtotal	88,100	103,245	94,972	97,562	79,111
Salaries, wages & benefits	(126,120)	(98,607)	(120,488)	(122,628)	(99,580)
Contracted & general services	(108,275)	(130,477)	(131,836)	(160,426)	(102,226)
Internal charges from other departments	(23,718)	-	(23,119)	-	-
Subtotal	(258,113)	(229,083)	(275,443)	(283,054)	(201,806)
Net tax cost	(170,013)	(125,838)	(180,471)	(185,492)	(122,696)

General Recreation & Parks

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	80,000	91,928	74,000	75,074	79,469
Operating grant funding	94,300	94,300	94,300	89,300	74,300
Other	2,500	8,000	10,500	-	1,349
Transfers from reserves	10,000	-	2,052	-	-
Subtotal	186,800	194,228	180,852	164,374	155,117
Salaries, wages & benefits	(221,105)	(174,360)	(227,673)	(227,013)	(262,257)
Contracted & general services	(49,500)	(43,493)	(47,000)	(36,193)	(40,039)
Materials, goods, supplies & utilities	(44,850)	(35,195)	(42,500)	(38,940)	(53,533)
Interest on long-term debt	-	-	-	-	-
Transfers to other organizations	(50,000)	(50,000)	(50,000)	(50,000)	(50,300)
Transfers to reserves	(89,600)	-	(39,600)	(39,600)	(24,600)
Debt principal repayment	-	-	-	-	-
Internal charges from other departments	(46,339)	(15,337)	(45,547)	(20,372)	(21,125)
Subtotal	(501,394)	(318,384)	(452,319)	(412,118)	(451,853)
Net tax cost	(314,594)	(124,156)	(271,467)	(247,744)	(296,736)

Ice Arena

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Rental	104,740	56,049	91,086	77,493	76,839
Subtotal	104,740	56,049	91,086	77,493	76,839
Salaries, wages & benefits	(106,020)	(82,918)	(113,435)	(116,720)	(104,264)
Contracted & general services	(22,184)	(1,273)	(2,184)	(2,163)	(710)
Materials, goods, supplies & utilities	(121,143)	(117,465)	(133,540)	(118,562)	(141,250)
Transfers to reserves	(9,180)	-	(19,000)	(8,709)	(13,119)
Internal charges from other departments	(9,792)	(6,303)	(9,600)	(10,197)	(9,497)
Subtotal	(268,319)	(207,959)	(277,759)	(256,350)	(268,839)
Net tax cost	(163,579)	(151,910)	(186,673)	(178,857)	(192,000)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Aquatic Centre

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	100,304	106,188	94,200	106,244	70,874
Rental	10,000	4,638	13,000	9,664	13,557
Subtotal	110,304	110,827	107,200	115,908	84,431
Salaries, wages & benefits	(261,300)	(255,747)	(238,701)	(229,289)	(220,649)
Contracted & general services	(5,884)	(3,257)	(5,884)	(5,553)	(3,571)
Materials, goods, supplies & utilities	(35,338)	(25,842)	(28,240)	(25,011)	(22,877)
Subtotal	(302,522)	(284,846)	(272,825)	(259,852)	(247,097)
Net tax cost	(192,218)	(174,019)	(165,625)	(143,944)	(162,666)

Museum

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
User fees and sales of goods	2,500	3,471	1,500	1,870	530
Operating grant funding	14,000	10,792	14,000	6,552	33,387
Other	5,000	7,051	5,000	5,313	6,133
Subtotal	21,500	21,313	20,500	13,734	40,050
Salaries, wages & benefits	(125,720)	(77,176)	(114,749)	(84,653)	(93,557)
Contracted & general services	(10,960)	(7,343)	(10,235)	(9,065)	(9,101)
Materials, goods, supplies & utilities	(29,850)	(27,682)	(27,414)	(24,089)	(40,826)
Internal charges from other departments	(4,182)	(2,721)	(4,100)	(4,488)	(4,106)
Subtotal	(170,712)	(114,922)	(156,498)	(122,294)	(147,590)
Net tax cost	(149,212)	(93,609)	(135,998)	(108,560)	(107,540)

Library

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Contracted & general services	(29,853)	(29,853)	(29,853)	(29,116)	(29,744)
Transfers to other organizations	(203,000)	(178,000)	(203,000)	(203,000)	(196,000)
Internal charges from other departments	-	-	-	-	-
Subtotal	(232,853)	(207,853)	(232,853)	(232,116)	(225,744)
Net tax cost	(232,853)	(207,853)	(232,853)	(232,116)	(225,744)

Town of Claresholm Budget by Function

2025

*2024 Actuals as of November 28, 2024

Capital

	2025 Budget	2024 Actual*	2024 Budget	2023 Actual	2022 Actual
Proceeds from disposal of capital assets	65,000	24,300	65,000	242,426	39,175
Other	-	28,186	82,629	119,585	15,200
Capital grant funding	2,367,705	501,352	1,982,475	1,059,515	1,523,730
Transfers from reserves	1,290,000	-	2,103,099	775,500	564,692
Subtotal	3,722,705	553,839	4,233,203	2,197,026	2,142,797
Capital expenditures	(3,727,705)	(2,193,565)	(4,299,953)	(2,032,638)	(2,706,912)
Subtotal	(3,727,705)	(2,193,565)	(4,299,953)	(2,032,638)	(2,706,912)
Net tax cost	(5,000)	(1,639,726)	(66,750)	164,388	(564,115)
Net Budget	(12,125)	659,188	(82,579)	(88,645)	(667,813)

DEPARTMENT
CAPITAL
BUDGETS

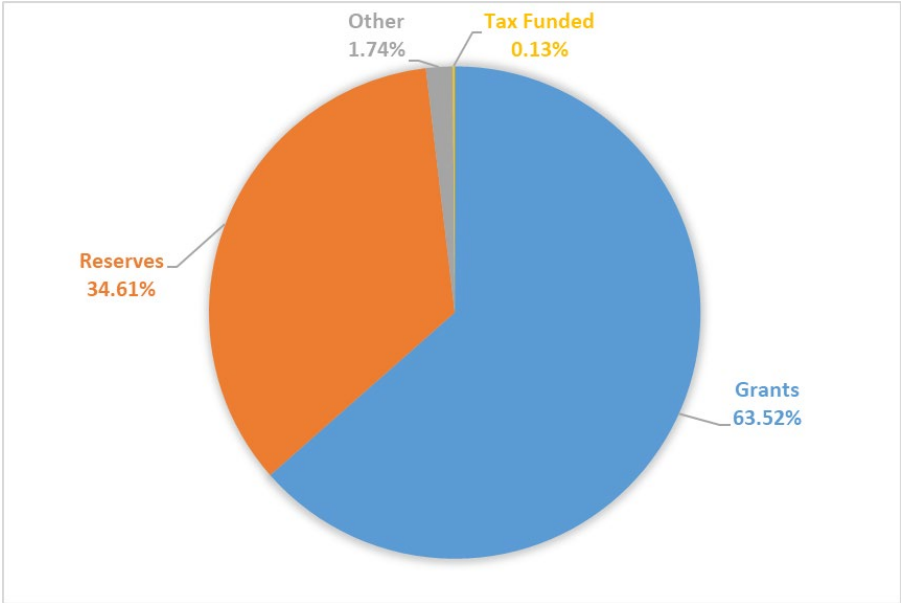
The 2025 Capital budget in the amount of \$3,727,705 outlines a strategic approach to addressing critical infrastructure needs based on the age and condition of existing infrastructure and facilities. Many of the proposed capital projects are driven by the necessity to maintain, repair, and replace infrastructure that has reached the end of its useful life or is no longer meeting the demands of our community. This budget seeks to ensure that infrastructure remains safe, efficient, and capable of supporting future growth and development.

In developing the capital budget, administration evaluated asset conditions, highlighting priority projects that will aim to extend the life of our assets, reduce operational risks, and improve service delivery. These projects include both essential repairs and upgrades as well as new investments to address evolving needs.

The funding strategy for this capital program is designed to minimize the impact on taxpayers while ensuring the timely completion of critical projects. Of the total funding required, 63.52% will be sourced through grants, which help to offset the financial burden on the community. An additional 34.61% will be drawn from existing reserves, providing a responsible and sustainable way to finance these projects. The remaining 1.74% will be funded through other sources, with a small portion of that being tax funded.

This approach ensures that our capital needs are met in a fiscally responsible manner, balancing long-term infrastructure sustainability with the financial health of the organization. Through careful planning, strategic funding, and a focus on critical infrastructure, we are committed to enhancing the quality of life for our residents and ensuring the long-term success of our community.

CAPITAL FUNDING SOURCES by %



Town of Claresholm Budget Summary

2025

FUNDING SOURCES	Canada Community Building Fund (CCBF)	LGFF (Previously MSI)	Trade-in	Grants - Other	Desc.	Transfer From Reserves	Tax Funded (Operations)	Desc.	TOTAL SOURCES OF FUNDING	
Prior Year Carry Forward	516,591	692,339								
2025 Allocation (estimate)	271,610	752,075	65,000	710,389		1,290,000	5,000			
TOTAL ALLOCATION	788,201	1,444,414	65,000	710,389	-	1,290,000	5,000	-	-	
CAPITAL PROJECT		TOTAL PROJECT COST								
Back-hoe Replacement - 6 Ton Tracked Excavator with steel wrist bucket and Trailer upgrade	215,000		215,000							215,000
Bobcat Replacement Program	70,000			65,000				5,000	Tax Support	70,000
Pine Place Shallow Services	130,000						130,000		Land & Dev. Reserve	130,000
43rd Ave W Sewer Main Replacement (90m 375mm crossing under HWY2)	590,000		295,000				295,000		Water & Sewer Utility Reserve	590,000
Watermain & Pavement 4th St Harvest Sq to 59th	700,000	450,000					250,000		Water & Sewer Utility Reserve	700,000
Replace Watermains leaving WTP (West side) to 8th St.	520,000				260,000	AMWWP GRANT	260,000		Water & Sewer Utility Reserve	520,000
Centennial Park Playground Replacement - <i>will only proceed if successful with grant (deferred from 2024, grant unsuccessful)</i>	175,000	63,463			111,537	CFEP - \$99,031 & Comm. Foundation - \$12,506				175,000
Community Centre Accessibility - <i>Successful 2024 CFEP grant funding, 2025 construction (deferred from 2024)</i>	497,705		248,853		248,852	CFEP				497,705
HWY 520 Water Looping between 3 St W and HWY 2 (200m of 250mm)	550,000		275,000				275,000		Water & Sewer Utility Reserve	550,000
Moffat Park Upgrades (New Backstop, Fencing, and Dugout, surface material) - <i>will only proceed if grant funding is successful</i>	100,000	50,000			50,000	CFEP				100,000
Demolish Mackin Hall	60,000						60,000		Land & Dev. Reserve	60,000
Cemetery Shed	40,000	20,000					20,000		Cemetery Reserve	40,000
Museum Roof Replacement - <i>will only proceed if grant application is successful.</i>	80,000	40,000			40,000	Heritage Preservation Partnership Program				80,000
TOTALS	3,727,705	623,463	1,033,853	65,000	710,389	-	1,290,000	5,000	-	3,727,705
<i>Carry Forward Estimate</i>		164,738	410,561	-	-	-	-	-	-	

Capital Budget Details

Operating & Maintenance Equipment

Bobcat Replacement Program	
Project Description	Annual trade-in of Bobcat
Project Cost	\$70,000
Funding Sources	Trade in of old Bobcat (\$65,000) Tax Funding (\$5,000)
Rationale for need	The equipment is only covered by one-year warranty and with some service of the machine included, we are keeping our costs for operations at the lowest possible for the Town.
Impact on future operating costs	This purchase procedure eliminates the chance of major repairs as we always have new warranty coverage
Implications of deferring this project	The value of our Bobcat will drop yearly and the cost for maintenance will also increase as this machine is used for 250+ hours per year. There is no warranty coverage unless we purchase extended warranty at almost \$2,500 per year.

Fleet Replacement – Backhoe Replacement	
Project Description	Replacement of Backhoe
Project Cost	\$215,000
Funding Sources	Local Government Fiscal Framework funding (previously MSI)
Rationale for need	This will replace the existing backhoe, which is 2004 John Deere that has reached the end of its useful life. It will be replaced with a 6 Ton Excavator with a steel wrist bucket and trailer upgrade. The new backhoe will be used for all related infrastructure projects and is more adaptable for underground utility work.
Impact on future operating costs	Decreased maintenance costs and vehicle downtime. Newer machinery will also create efficiencies in daily operations.
Implications of deferring this project	A vehicle replacement program needs to be adhered to be able to affordably maintain a fleet. Every year deferred adds to the average age of the fleet and increased costs.

Utility Services

Replace/Upsize Water Mains Leaving the Water Treatment Plant	
Project Description	Project would be to replace the two watermains that start inside the water treatment plant and extend to 8th Street West that are the main source lines for the entire Town. Completing the engineering will allow for estimated probable costs for the project and enable the Town to apply for AMWWP grant funding. Engineering completed in 2024.
Project Cost	\$520,000
Funding Sources	Alberta Municipal Water & Wastewater Partnership (AMWWP) (\$260,000) Water & Sewer Capital Reserve (\$260,000)
Rationale for need	These two mains supply the water for the entire Town, so any failure in these lines would be highly disruptive to the entire community. These mains are the same type that we have had some failures/issues within other areas. While replacing one of the mains would also be upsized to remove a bottleneck in the system, increasing max flow capacity to support growth. All valves would be replaced through this section of main as part of this project.
Impact on future operating costs	No impact on future operating costs.
Implications of deferring this project	Continued increased risk of water main leaks/failure in these extremely important sections of watermain.

Transportation & Underground Infrastructure

Pine Place Shallow Services	
Project Description	Installation of shallow utilities with Pine Place subdivision, to include power, natural gas, and telecommunications.
Project Cost	\$130,000
Funding Sources	Land & Development Capital Reserve
Rationale for need	This installation is the final stage of development, in preparation of lot sales.
Impact on future operating costs	No impact to Town's operating budget.
Implications of deferring this project	Unfinished infrastructure of a Town development could delay lot sales.

43rd Avenue W Sewer Main Replacement	
Project Description	Replace the existing sewer main line along 43 rd Ave W.
Project Cost	\$590,000
Funding Sources	Canada Community Building Fund (formally FGTF) (\$295,00) Water/Sewer Capital Reserve (\$295,000)
Rationale for need	The current sewer main line is collapsed and back graded. This is the main line for the entire east side of the Town. While still operational it is vital and requires immediate repair.
Impact on future operating costs	No significant impact on future operating costs.
Implications of deferring this project	Deferring the project could cause a catastrophic failure that would impact a large number of residents and potential increase the project cost due to an emergency repair.

43rd Avenue W Water Looping between 3rd Street W and Hwy 2	
Project Description	Installation of a new 200 mm water main to improve water quality and create consistency with the water main sizing.
Project Cost	\$550,000
Funding Sources	Local Government Fiscal Framework (LGFF) (\$275,000) Water/Sewer Capital Reserve (\$275,000)
Rationale for need	In addition to constructing consistent water main lines throughout the town, the project will also loop the main to reduce water outages if repairs in the area are required.
Impact on future operating costs	Will eliminate the need to run temporary water to some businesses and residents in the area when water main repairs are required.
Implications of deferring this project	Additional costs to provide temporary water during repairs and current set is not meeting the needs of the area.

Watermain & Pavement 4th Street Harvest Square to 59th	
Project Description	Replacement of water main on 4 th Street from a 150 mm AC line to 200 mm PVC.
Project Cost	\$700,000
Funding Sources	Canada Community Building Fund - CCBF (formally FGTF) (\$450,000) Water/Sewer Capital Reserve (\$250,000)
Rationale for need	The town has experienced multiple breaks to this line and continues to experience leaks that cannot be located. These leaks are compromising the integrity of the roads base and surface. Additionally upsizing will create more mainline sizing consistencies.
Impact on future operating costs	Will decrease repairs and maintenance related to the water main and road.
Implications of deferring this project	Increased risk that the existing main line and road will fail which could result in significantly higher costs to this project if it has to be completed in emergency conditions on failure.

Recreation & Culture

Centennial Park Playground Replacement	
Project Description	Replacement of the playground equipment at Centennial Park
Project Cost	\$175,000
Funding Sources	Community Facility Enhancement Program (CFEP) (\$111,537) Canada Community Building Fund (formally FGTF) (\$63,463) <i>Will only proceed if CFEP Grant is approved.</i>
Rationale for need	This project was deferred from 2024 as CFEP Grant application was unsuccessful. The replacement of the playground equipment has reached end of life and requires replacement.
Impact on future operating costs	No impact on future operating costs expected.
Implications of deferring this project	No significant implications of deferring the project other than deferring the benefits of an updated play structure.

Community Centre Accessibility	
Project Description	Create barrier free access of the bathrooms within the Community Centre Hall.
Project Cost	\$497,704
Funding Sources	Community Facility Enhancement Program (CFEP) (\$248,852) Local Government Fiscal Framework (LGFF) (\$248,852) <i>CFEP Grant approved in late 2024 project to proceed in 2025.</i>
Rationale for need	This project is a carry forward from 2024, CFEP funding was approved in 2024, however due to timing the project will take place in 2025. The project will include bathroom renovations to ensure proper accessibility as well as updating the main entryway.
Impact on future operating costs	No impact on future operating costs expected.
Implications of deferring this project	No significant implications of deferring the project other than access will remain difficult for those with disabilities.

Moffat Park Upgrades	
Project Description	The Moffat Park upgrades will include fence, backstop, and ball diamond dugout replacement, as well as new playing surface material for the ball diamond.
Project Cost	\$100,000
Funding Sources	Canada Community Building Fund (CCBF) (\$50,000) Community Facility Enhancement Program (CFEP) (\$50,000) <i>Will only proceed if CFEP Grant is approved.</i>
Rationale for need	Moffat Park is used by both the High School and Minor Ball and is one of the oldest diamonds in town. The upgrades will extend the life of the facility.
Impact on future operating costs	Less overall annual maintenance.
Implications of deferring this project	No significant implications of deferring the project other than deferring the benefits of an updated ball diamond and extending of overall useful life.

Administration/Facilities

Demolish Makin Hall	
Project Description	Demo and Cleanup of Makin Hall
Project Cost	\$60,000
Funding Sources	Land & Development Capital Reserve (\$60,000)
Rationale for need	It has been determined that Makin Hall should be demolished as annual maintenance costs are exceeding rental revenues as the hall is estimated to be over 80 years old and beyond its useful life. User rentals have also decreased over the past few years, due to the condition of the building.
Impact on future operating costs	Operational expense such utilities and insurance in addition to maintenance will be eliminated.
Implications of deferring this project	No significant implications of deferring the project, aside from annual operational expenses.,

Cemetery Shed	
Project Description	Construction of a shed at the cemetery
Project Cost	\$40,000
Funding Sources	Canada Community Building Fund (CCBF) (\$20,000) Cemetery Reserve (\$20,000)
Rationale for need	Existing shed is old and failing and had had some theft due to structural deficiencies. The shed provides a space where the Public Works staff store maintenance and related cemetery equipment.
Impact on future operating costs	Would reduce costs related to repairing the shed.
Implications of deferring this project	Significant repairs are required to ensure security of the shed and equipment and mitigate theft.

Museum Roof Replacement	
Project Description	Replacement of the Museum Roof
Project Cost	\$80,000
Funding Sources	Local Government Fiscal Framework (LGFF) (\$40,000) Heritage Preservation Partnership Program Grant (\$40,000) <i>Will only proceed if Heritage grant application is successful.</i>
Rationale for need	The cedar shingles on the museum roof are starting to blow off and some leaking from the eaves has been occurring. The public works staff have had to repair patches of the roof as the shingles loosen and fall off.
Impact on future operating costs	There would be no major impact on future operating budgets, but it would reduce time and some costs on maintenance.
Implications of deferring this project	Potential damage to the building if roof continues to lose shingles and begins to leak, which could affect not only the roof but also the building and artifacts.