



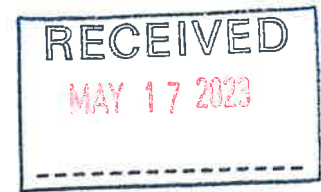
**REGULAR MEETING OF COUNCIL
A G E N D A
Wednesday, June 7, 2023, 6:00 pm
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
 - 4.1 RCMP Community Policing Report – Sgt. Trent Cleveland
 - 4.2 Bashaw School – Town & Country XC Run – Mr. Al Middleton and Mr. Scott Kohlman
5. APPROVAL OF MINUTES
 - 5.1 Minutes of the May 17, 2023, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Bashaw Golf & Country Club 2022 Financial Statements
 - 6.2 Water Reconciliation Report May 2023
7. NEW & UNFINISHED BUSINESS
 - 7.1 Bendfeld Report
 - 7.2 Municipal Affairs Advisor presentation
 - 7.3 Multi year Operating Plan
 - 7.4 Municipal Sustainability Initiative Capital Application – Lease Building Roof
 - 7.5 Request for Memorandum of Understanding with Province – D. Jones to join Central Region All Hazards Incident Management Team.
 - 7.6 Public Auction – Approve Date/time & Terms and Conditions of Sale
8. COMMITTEE REPORTS – action to be considered
9. CORRESPONDENCE ITEMS – Action to be considered
10. CLOSED MEETING OF COUNCIL
11. NOTICES OF MOTION
12. NEXT MEETING: June Meeting Date –June 21, 2023– 6:00 pm
Discuss meeting date changes.
13. ADJOURNMENT



May 18th, 2023

Rob MacDonald
Mayor
Bashaw, Alberta



Dear Rob MacDonald,

Please find attached the quarterly Community Policing Report that covers the January 1st to March 31st, 2023 reporting period. This information serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Bashaw RCMP Detachment. The sharing of quarterly reports demonstrates our ongoing commitment to transparency while delivering the high level of policing services that you, and the citizens you represent, have come to expect from the Alberta RCMP.

As we transition towards Spring, the safety and security of all Albertans will continue to be our main focus. In an effort to leverage technology to oversee and amplify our response to emergency incidents around the Province, your Alberta RCMP recently established a Real Time Operations Centre (RTOC). Working hand-in-hand with our Operational Communications Centre (OCC), the RTOC has senior police officers monitoring policing operations in real-time, assessing ongoing incident risk, coordinating specialized and expert resources, and managing the response. The existence of the RTOC provides our members real-time guidance, direction and support from seasoned and experienced police officers. The RTOC also ensures a coordinated response to cross-jurisdictional activities and significant events through enhanced interoperability with other policing agencies within the Province.

The attached reporting along with your valued feedback will help ensure that our service delivery to your community is meeting your needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me if you have any questions or concerns.

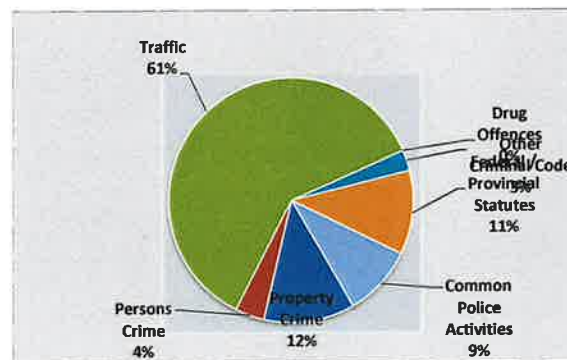
Sgt. Trent A. Cleveland
Detachment Commander
Bashaw RCMP Detachment

Bashaw Provincial Detachment

Crime Data: January - March, 2023

All categories contain "Attempted" and/or "Completed"

Property Crime	Break & Enter	9	Federal / Provincial Statutes	Liquor Act	2
	Theft of Motor Vehicle	2		Cannabis Act & Enforcement	0
	Theft Over	3		Mental Health Act	13
	Theft Under	6		Coroner's Act - Sudden Death	3
	Possn Stn Goods	3		Child Welfare Act	3
	Fraud	10		Other Provincial Statute	29
	Arson	1		Other Federal Statute	2
	Mischief To Property	22		Total	52
	Total	56			
Persons Crime	Assault	13	Common Police Activities	False Alarms	5
	Robbery/Extortion/Harassment/Threats	3		False/Abandoned 911 Call and 911 Act	0
	Sexual Offences	2		Abandoned Vehicles	11
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	1
	Offences Related to Death	0		Request to Locate	10
	Total	18		Suspicious Person/Vehicle/Property	17
		Total	44		
Traffic	Motor Vehicle Collisions	72			
	Impaired Related Offences	2			
	Provincial Traffic Offences	210			
	Other Traffic Related Offences	1			
	Total	285			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	0			
	Drug Enforcement - Trafficking	0			
	Drug Enforcement - Other	0			
	Total	0			
Other Criminal Code Offence	Breach of Peace	8			
	Disturbing the Peace	0			
	Fail to Comply & Breaches	3			
	Offensive Weapons	4			
	Other Offence	-2			
Total	13				



Bashaw Provincial Detachment

Crime Data: January - March, 2023

All categories contain "Attempted" and/or "Completed"

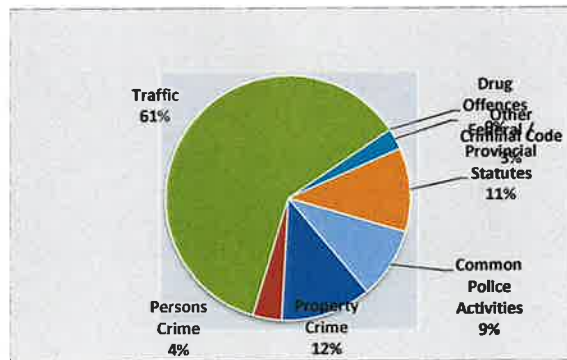
CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	0	0	0	0	0	0.0%
Other Sexual Offences	2	2	0	0	0	0.0%
Assault	15	13	0	0	0	0.0%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	2	1	0	0	0	0.0%
Uttering Threats	2	2	0	0	0	0.0%
TOTAL PERSONS	21	18	0	0	0	0.0%
Break & Enter	10	9	0	0	0	0.0%
Theft of Motor Vehicle	2	2	0	0	0	0.0%
Theft Over \$5,000	3	3	0	0	0	0.0%
Theft Under \$5,000	8	6	0	0	0	0.0%
Possn Stn Goods	3	3	0	0	0	0.0%
Fraud	12	10	0	0	0	0.0%
Arson	1	1	0	0	0	0.0%
Mischief - Damage To Property	17	17	0	0	0	0.0%
Mischief - Other	6	5	0	0	0	0.0%
TOTAL PROPERTY	62	56	0	0	0	0.0%
Offensive Weapons	5	4	0	0	0	0.0%
Disturbing the Peace	0	0	0	0	0	0.0%
Fail to Comply & Breaches	6	3	0	0	0	0.0%
OTHER CRIMINAL CODE	6	6	0	0	0	0.0%
TOTAL OTHER CRIMINAL CODE	17	13	0	0	0	0.0%
TOTAL CRIMINAL CODE	32	26	0	0	0	0.0%
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	0	0	0	0	0	0.0%
Drug Enforcement - Trafficking	0	0	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
Total Drugs	0	0	0	0	0	0.0%
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	2	2	0	0	0	0.0%
TOTAL FEDERAL	2	2	0	0	0	0.0%
Liquor Act	2	2	0	0	0	0.0%
Cannabis Act	0	0	0	0	0	0.0%
Mental Health Act	14	13	0	0	0	0.0%
Other Provincial Stats	16	16	0	0	0	0.0%
Total Provincial Stats	32	31	0	0	0	0.0%
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	0	0	0	0	0	0.0%
Total Municipal	0	0	0	0	0	0.0%
Fatals	0	0	0	0	0	0.0%
Injury MVC	2	2	0	0	0	0.0%
Property Damage MVC (Reportable)	62	62	0	0	0	0.0%
Property Damage MVC (Non Reportable)	8	8	0	0	0	0.0%
TOTAL MVAS	72	72	0	0	0	0.0%
Roadside Suspension - Alcohol (Prov)	1	1	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
Total Provincial Traffic	210	210	0	0	0	0.0%
Other Traffic	0	0	0	0	0	0.0%
Criminal Code Traffic	4	3	0	0	0	0.0%
Common Police Activities						
False Alarms	5	Suspicious Person/Vehicle		17		
False/Abandoned 911 Call and 911 Act	0	VSU Accepted		6		
Persons Reported Missing	1	VSU Declined		70		
Request to Locate	10	VSU Requested - Not Avail		0		
Abandoned Vehicles	11	VSU Proactive Referral		0		

Bashaw Provincial Detachment

Crime Data - March, 2023

All categories contain "Attempted" and/or "Completed"

Property Crime	Break & Enter	0	Federal / Provincial Statutes	Liquor Act	0
	Theft of Motor Vehicle	0		Cannabis Act & Enforcement	0
	Theft Over	1		Mental Health Act	5
	Theft Under	1		Coroner's Act - Sudden Death	0
	Possn Stn Goods	0		Child Welfare Act	0
	Fraud	2		Other Provincial Statute	10
	Arson	0		Other Federal Statute	0
	Mischief To Property	6		Total	15
	Total	10			
Persons Crime	Assault	7	Common Police Activities	False Alarms	1
	Robbery/Extortion/Harassment/Threats	2		False/Abandoned 911 Call	0
	Sexual Offences	0		Abandoned Vehicles	6
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	0
	Offences Related to Death	0		Request to Locate	4
	Total	9		Suspicious Person/Vehicle/Property	4
		Total	15		
Traffic	Motor Vehicle Collisions	21			
	Impaired Related Offences	1			
	Provincial Traffic Offences	102			
	Other Traffic Related Offences	0			
	Total	124			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	0			
	Drug Enforcement - Trafficking	0			
	Drug Enforcement - Other	0			
	Total	0			
Other Criminal Code Offence	Breach of Peace	0			
	Disturbing the Peace	0			
	Fail to Comply	2			
	Offensive Weapons	2			
	Other Offence	1			
Total	5				



Bashaw Provincial Detachment

Crime Data - March, 2023

All categories contain "Attempted" and/or "Completed"

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	0	0	0	0	0	0.0%
Other Sexual Offences	0	0	0	0	0	0.0%
Assault	7	7	0	0	0	0.0%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	1	0	0	0	0	0.0%
Uttering Threats	2	2	0	0	0	0.0%
TOTAL PERSONS	10	9	0	0	0	0.0%
Break & Enter	0	0	0	0	0	0.0%
Theft of Motor Vehicle	0	0	0	0	0	0.0%
Theft Over	1	1	0	0	0	0.0%
Theft Under	2	1	0	0	0	0.0%
Possn Strn Goods	0	0	0	0	0	0.0%
Fraud	3	2	0	0	0	0.0%
Arson	0	0	0	0	0	0.0%
Mischief To Property	7	6	0	0	0	0.0%
TOTAL PROPERTY	13	10	0	0	0	0.0%
Offensive Weapons	3	2	0	0	0	0.0%
Disturbing the Peace	0	0	0	0	0	0.0%
Fail to Comply & Breaches	4	2	0	0	0	0.0%
OTHER CRIMINAL CODE	5	3	0	0	0	0.0%
TOTAL OTHER CRIMINAL CODE	8	5	0	0	0	0.0%
TOTAL CRIMINAL CODE	11	7	0	0	0	0.0%
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	0	0	0	0	0	0.0%
Drug Enforcement - Trafficking	0	0	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
Total Drugs	0	0	0	0	0	0.0%
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	0	0	0	0	0	0.0%
TOTAL FEDERAL	0	0	0	0	0	0.0%
Liquor Act	0	0	0	0	0	0.0%
Cannabis Act	0	0	0	0	0	0.0%
Mental Health Act	6	5	0	0	0	0.0%
Other Provincial Stats	5	5	0	0	0	0.0%
Total Provincial Stats	11	10	0	0	0	0.0%
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	0	0	0	0	0	0.0%
Total Municipal	0	0	0	0	0	0.0%
Fatals	0	0	0	0	0	0.0%
Injury MVC	0	0	0	0	0	0.0%
Property Damage MVC (Reportable)	19	19	0	0	0	0.0%
Property Damage MVAS (Non Reportable)	2	2	0	0	0	0.0%
TOTAL MVAS	21	21	0	0	0	0.0%
Provincial Traffic	102	102	0	0	0	0.0%
Other Traffic	0	0	0	0	0	0.0%
Criminal Code Traffic	1	1	0	0	0	0.0%
Common Police Activities						
False Alarms	1	Suspicious Person/Vehicle		4		
False/Abandoned 911 Call	0	VSU Accepted		0		
Persons Reported Missing	0	VSU Declined		19		
Request to Locate	4	VSU Offered - Not Available		0		
Abandoned Vehicles	6	VSU Proactive Referral		0		



Bashaw School

Shawna Johnson, Acting Principal – Caroline Simonson, Co-Principal
Box 69, Bashaw AB
(780) 372-3800 phone (780) 372-3927 fax



May 26, 2023

His Worship Robert McDonald
& Bashaw Town Council
Town of Bashaw
Box 510
Bashaw, AB T0B 0H0

Dear Mayor McDonald and Council:

We are writing to you today requesting the support of Council and the Town of Bashaw in hosting the 2023 **Bashaw: Town & Country** XC run taking place **October 12th, 2023**.

After past success, we have once again been named as host of the **Battle River Race Series** finale for the 2023 calendar as well as the Jr High Regional Final concurrently. We are honoured to be a part of this series and to help bring quality running events to our region and to our community.

Events like this do not happen without support. ~~We have historically had local donors~~ and purchased goods locally to make this event a success. But the event also requires donations of other kinds and local support to ensure that safety is prioritized. The RCMP have been valued partners and we will approach them once more. So, too, has The Town been integral to making this run happen.

We request a delegation for the Bashaw Town Council meeting of June 7th, 2023.
The presenters will be:

- Mr. Al Middleton, Race Co-Chair (Officiating), and Bashaw School Athletic Director
- Mr. Scott Kohlman, Marshal, and Bashaw School alumni, via Zoom

The topic of the presentation will be Town approval of course and necessary road closures.

The organizing committee is very conscious of the criticism from some community members about delays they experienced as a result of the run. We will address communications plan changes to improve this aspect of the event. However, the primary solution is a course change that relies on fewer road closures, but does lean on other Town infrastructure.

While our specific ask will be presented at a delegation, it can broadly be summarized as follows:

1. Road closure at 54 Ave below the water tower for the duration of the event.
2. Road closure at 52 Ave from the library to the fitness park.
3. Alleyway use behind Sproule and Robinson Places.
4. Bashaw Arena complex & Tourism Booth spaces (external).
5. Use of Town barricades.
6. Integration into a special event Emergency Response Plan.
7. Assistance communicating any such road closures as deemed ordered by Council.

Our robust plan will mitigate many of the challenges of past events, improve the overall safety of the event, and make it even more accessible to visitors.

Early approval allows us to begin notifying affected residents and community members well in advance of race day and to engage with necessary stakeholders including our sponsors, event partners, and local residents.

Your support will help us deliver upon our vision of hosting a premier Central Alberta race and continue to promote both the school and the town itself as regional gems.

Thank you for your consideration,

[original signed]

Al Middleton
Race Co-Chair (Officials)
Bashaw: Town & Country

Scott Kohlman
Marshal
Bashaw: Town & Country

cc: Theresa Fuller, CAO, Town of Bashaw
Kyle McIntosh, Race Director, Bashaw School
Battle River Race Series committee



**REGULAR MEETING OF COUNCIL
MINUTES**

Wednesday, May 17, 2023 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Electronic Conference

In Person: CAO Fuller (5:30 pm), Mayor McDonald (5:51 pm), Deputy Mayor Orom (5:52 pm), Councillor Northey (5:51 pm), Councillor Gust (5:53 pm), Councillor McIntosh (5:52 pm) and Public Works Foreman Patrick Taylor (5:35 pm)

Zoom Connection: none

Public Zoom: None

Recording Secretary: Chris Morrison (5:53 pm)

Absent: None

Press: None

Public: None

1. CALL TO ORDER by Mayor McDonald at 6:00 pm.

2. ADOPTION OF AGENDA

MOVED by Councillor Northey to approve the May 17, 2023, Regular Meeting of Council Agenda with the addition of 7.6 Public Works – Boil Water Advisory, and 7.7 Yellowhead County Provincial Election to New & Unfinished Business.

MOTION #107-2023

CARRIED.

3. PUBLIC HEARINGS - none

4. DELEGATIONS

5. APPROVAL OF MINUTES

5.1 Minutes of the April 26, 2023, Regular Meeting of Council

MOVED by Councillor Gust to approve the Minutes of April 26, 2023, Regular Meeting of Council.

MOTION #108-2023

CARRIED.

5.2 Minutes of the May 3, 2023, Regular Meeting of Council

MOVED by Councillor McIntosh to approve the Minutes of May 3, 2023, Regular Meeting of Council.

MOTION #109-2023

CARRIED.

6. CONSENT AGENDA

6.1 Town of Bashaw April 30, 2023, Monthly Statement

6.2 Council Committee Report

6.3 CAO Report

6.4 Foreman Report

6.5 Yellowhead County Provincial Election

7. NEW & UNFINISHED BUSINESS

7.1 Policy 12.60 Social Media Policy

MOVED by Councillor Northey to approve Policy 12.60 - Social Media Policy as presented on the May 17, 2023, Regular Meeting of Bashaw Town Council.

MOTION #110-2023

CARRIED.

7.2 Cemetery Contract

New information was shared, Diakonia Construction Ltd. provided a counteroffer to mow the Cemetery for \$1,400.00 per cut.

MOVED by Deputy Mayor Orom to approve Diakonia Construction Ltd. offer to mow the Bashaw Cemetery for \$1,400.00 per mow, effective June 10, 2023 with an annual cap of \$30,000.00. Bashaw Public works to complete the mowing after the cap is reached within a season.

MOTION #111-2023

CARRIED.

7.3 Community Video

Discussion progressed a Committee was formed inclusive of Deputy Mayor Orom, Mayor McDonald, CAO Fuller and Councillor Northey if available.

MOVED by Councillor Northey to direct administration to select a date and extend the invitation out to local area businesses to meet and assist with provision of information to generate the Community Video for the town of Bashaw in collaboration with Camrose County economic development staff.

MOTION #112-2023

CARRIED.

7.4 Intermunicipal Collaboration Framework – Regional Fire Services Coordinator

MOVED by Councillor Gust to withdraw from the Regional Fire Services Coordinator Agreement.

MOTION #113-2023

CARRIED.

7.5 Beautification Committee – Unspent 2022 Funds

MOVED by Councillor Northey to approve transferring \$12,700.00 from the unrestricted surplus to the restricted for Operating Parks reserve.

MOTION #114-2023

CARRIED.

7.6 Public Works – Boil Water Advisory

There was a boil water advisory earlier this month. Foreman Taylor shared the details with council and discussed communication challenges and the proposal to improve.

7.7 Yellowhead County – Alberta Provincial Election

Councillor McIntosh shared with the group the challenge that Yellowhead County was experiencing. As a discussion item; currently there is no available mechanism to address situations when there has been an election declared and within a short time the province declared a state of emergency. No mechanism to postpone or cancel an election once the writ has been dropped.

8. COMMITTEE REPORTS – None

8.1 Consent Items – addressed as 7.6 and 7.7 within the New & Unfinished Business section.

9. CORRESPONDENCE ITEMS – None

Patrick Taylor left the meeting at 6:40 pm.

10. CLOSED MEETING OF COUNCIL – none.

11. NOTICE OF MOTION – none presented.

12. NEXT MEETING: June Meeting Dates –June 7 & 21, 2023 – 6:00pm in Council Chambers

13. ADJOURNMENT – Councillor McIntosh at 7:15 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

BASHAW GOLF & COUNTRY CLUB
Financial Statements
Year Ended October 31, 2022

BASHAW GOLF & COUNTRY CLUB
Index to Financial Statements
Year Ended October 31, 2022

	Page
INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Revenues and Expenditures	3
Statement of Changes in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 11
Kitchen Income Statement (<i>Schedule 1</i>)	12
Pro Shop Income Statement (<i>Schedule 2</i>)	13



**Rowland, Parker
& Associates LLP**

CHARTERED PROFESSIONAL
ACCOUNTANTS

P.O. Box 4008 Ponoka, Alberta T4J 1R5

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Bashaw Golf & Country Club

We have reviewed the accompanying financial statements of Bashaw Golf & Country Club (the organization) that comprise the statement of financial position as at October 31, 2022, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Bashaw Golf & Country Club as at October 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Ponoka, Alberta
February 23, 2023

ROWLAND, PARKER & ASSOCIATES LLP
Chartered Professional Accountants

BASHAW GOLF & COUNTRY CLUB
Statement of Financial Position
October 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash (Note 3)	\$ 256,640	\$ 248,039
Term deposits	-	55,883
Accounts receivable	3,578	36,184
Inventory (Note 4)	15,417	12,699
Prepaid expenses	4,096	3,692
	<u>279,731</u>	356,497
CAPITAL ASSETS (Note 5)	627,401	669,720
LONG TERM INVESTMENTS	1,711	2,647
	<u>\$ 908,843</u>	<u>\$ 1,028,864</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable (Note 6)	\$ 20,613	\$ 12,147
Callable debt principal due in one year (Note 8)	-	152,048
Goods and services tax payable	2,147	381
	<u>22,760</u>	164,576
LONG TERM DEBT (Note 9)	40,000	40,000
DEFERRED CONTRIBUTIONS (Note 10)	149,189	174,525
	<u>211,949</u>	379,101
NET ASSETS		
Unrestricted net assets	212,531	281,398
Invested in capital assets	484,363	368,365
	<u>696,894</u>	649,763
	<u>\$ 908,843</u>	<u>\$ 1,028,864</u>

APPROVED


DIRECTOR


DIRECTOR

BASHAW GOLF & COUNTRY CLUB
Statement of Revenues and Expenditures
Year Ended October 31, 2022

	2022	2021
REVENUES		
Campground fees (Note 11)	\$ 156,498	\$ 159,891
Kitchen and bar sales	111,101	87,014
Memberships	83,764	87,100
Green fees	55,548	69,530
Equipment rentals	35,752	42,545
Tournament fees	23,556	17,263
Trail fees	13,895	13,230
Other income	10,461	8,018
Pro shop sales	7,657	8,744
Amortization of deferred contributions	6,269	6,351
Fundraisers	4,070	4,587
	<u>508,571</u>	<u>504,273</u>
EXPENSES		
Salaries and wages	195,528	181,717
Kitchen and bar supplies	56,267	55,180
Amortization	42,319	62,372
Utilities	32,144	32,368
Equipment lease, maintenance and fuel	27,431	26,265
Course maintenance	26,799	16,317
Property taxes	19,002	18,418
Clubhouse maintenance	16,382	7,337
Employee benefits	15,308	13,764
Professional fees	10,474	12,003
Waste removal	8,764	7,197
Interest and bank charges	7,934	7,804
Pro shop retail purchases	6,647	3,640
Telephone	5,611	3,749
Insurance	5,050	5,245
Office	4,717	9,159
Advertising and promotion	4,077	4,426
Campground maintenance	3,589	5,216
Interest on callable debt	2,292	5,821
Business taxes, licenses and memberships	1,754	1,330
Interest on obligations under capital lease	-	281
Fundraising	-	1,743
	<u>492,089</u>	<u>481,352</u>
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	<u>16,482</u>	<u>22,921</u>
OTHER INCOME		
Casino revenue	19,067	-
Government assistance (Note 12)	11,582	44,443
Gain on disposal of capital assets	-	3,810
	<u>30,649</u>	<u>48,253</u>
EXCESS OF REVENUES OVER EXPENSES	<u>\$ 47,131</u>	<u>\$ 71,174</u>

See notes to financial statements

BASHAW GOLF & COUNTRY CLUB
Statement of Changes in Net Assets
Year Ended October 31, 2022

	Unrestricted Net Assets	Invested in Capital Assets	2022	2021
NET ASSETS - BEGINNING OF YEAR	\$ 281,398	\$ 368,365	\$ 649,763	\$ 578,589
EXCESS OF REVENUES OVER EXPENSES	83,181	(36,050)	47,131	71,174
REPAYMENT OF CAPITAL DEBT	(152,048)	152,048	-	-
NET ASSETS - END OF YEAR	\$ 212,531	\$ 484,363	\$ 696,894	\$ 649,763

See notes to financial statements

BASHAW GOLF & COUNTRY CLUB**Statement of Cash Flows****Year Ended October 31, 2022**

	2022	2021
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 47,131	\$ 71,174
Items not affecting cash:		
Amortization of capital assets	42,319	62,372
Gain on disposal of capital assets	-	(3,810)
	<u>89,450</u>	<u>129,736</u>
Changes in non-cash working capital:		
Accounts receivable	32,606	(33,854)
Inventory	(2,718)	(824)
Accounts payable	8,466	(1,237)
Long term investments	936	-
Prepaid expenses	(404)	(200)
Goods and services tax payable	1,766	(1,535)
Deferred contributions	(25,336)	18,868
	<u>15,316</u>	<u>(18,782)</u>
Cash flow from operating activities	<u>104,766</u>	<u>110,954</u>
INVESTING ACTIVITIES		
Purchase of capital assets	-	(32,519)
Proceeds on disposal of capital assets	-	3,810
Cash flow used by investing activities	<u>-</u>	<u>(28,709)</u>
FINANCING ACTIVITIES		
Proceeds from long term financing	-	10,000
Repayment of callable debt	(152,048)	(19,096)
Repayment of obligations under capital lease	-	(5,394)
Cash flow used by financing activities	<u>(152,048)</u>	<u>(14,490)</u>
INCREASE (DECREASE) IN CASH FLOW	(47,282)	67,755
Cash - beginning of year	<u>303,922</u>	<u>236,167</u>
CASH - END OF YEAR	<u>\$ 256,640</u>	<u>\$ 303,922</u>
CASH CONSISTS OF:		
Cash	\$ 256,640	\$ 248,039
Term deposits	-	55,883
	<u>\$ 256,640</u>	<u>\$ 303,922</u>

See notes to financial statements

BASHAW GOLF & COUNTRY CLUB
Notes to Financial Statements
Year Ended October 31, 2022

Bashaw Golf & Country Club operates golfing facilities which operates golfing facilities within the Town of Bashaw. The Club is incorporated under the Societies Act of Alberta and as a not-for-profit organization is exempt from income tax under the Income Tax Act.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Cash and cash equivalents

Cash and cash equivalents include cash in banks, cheques issued in excess of bank balances, revolving lines of credit, and term deposits that are redeemable or if non-redeemable have maturities of less than ninety days from the balance sheet date.

Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates:

Buildings	40 years
Equipment	4.5 years
Campground power	40 years
Water and sewer system	10 years
Landscaping	10 years
Computer software	4 years
Computer equipment	4 years

The organization regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

(continues)

BASHAW GOLF & COUNTRY CLUB
Notes to Financial Statements
Year Ended October 31, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Leases

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a straight-line basis, over their estimated useful lives. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

Revenue recognition

The organization follows the deferral method of accounting for grants and contributions. Unrestricted contributions are recognized as income when received or receivable. Amounts externally restricted for capital purposes are recorded as deferred contributions when received or receivable and are included into income each year on the same basis as the related assets are depreciated. Amounts that relate to operating expenditures of a future period are deferred until the related expenditures are incurred.

- (a) Membership revenues recognized as revenue in the golf season for which the fee was rendered.
- (b) Green fees and cart rentals are recognized when earned, the amount of revenue is estimable and collection is reasonably assured.
- (c) Campground fee revenue recognized as revenue for the season for which the fee was rendered.
- (d) Product, food and beverage sales are recognized at the time of the provision or the product.

Donated services

A substantial number of unpaid volunteers make significant contributions of their time in maintaining and operating the golf course. The value of this contributed time is not reflected in the financial statements since the objective measurement or valuation is indeterminable.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Examples of significant estimates include:

- (a) Accounts receivable are stated after evaluation as their collectibility and an appropriate allowance for doubtful accounts is provided where necessary.
 - (b) Amortization of capital assets.
 - (c) The estimates useful lives of assets.
-

BASHAW GOLF & COUNTRY CLUB
Notes to Financial Statements
Year Ended October 31, 2022

2. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of October 31, 2022.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from members. The organization has a significant number of members and customers which minimizes concentration of credit risk. Accounts are written off as they are deemed doubtful based upon factors surrounding the credit risk of specific accounts, historical trends and other information. There also minimal customers that are extended credit, the majority of customers are not offered credit terms. There was no significant change in exposure from the prior year.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The organization is mainly exposed to interest rate risk. There has been no significant change in exposure from the prior period.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its floating interest rate credit facilities. Due to the repayment of the ATB Term Loan, the organization's exposure to interest rate risk has decreased from the prior period.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant risks arising from these financial instruments.

3. CASH AND CASH EQUIVALENTS

Included in cash of the organization are externally restricted funds in the amount of \$6,151 (2021 - \$1,736). The funds originated from the organization's gaming activities and use of the net gaming proceeds are restricted by the license agreements with Alberta Gaming, Liquor & Commission and are required to be segregated in a separate bank account.

4. INVENTORY

	2022	2021
<u>Inventory</u>		
Pro shop inventory	\$ 9,126	\$ 6,683
Food supplies	4,486	3,716
Fertilizer	1,805	2,300
	\$ 15,417	\$ 12,699

BASHAW GOLF & COUNTRY CLUB
Notes to Financial Statements
Year Ended October 31, 2022

5. CAPITAL ASSETS

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land and fairways	\$ 84,566	\$ -	\$ 84,566	\$ 84,566
Buildings	410,236	189,096	221,140	231,396
Equipment	600,814	582,777	18,037	41,066
Campground power	261,640	78,754	182,886	189,427
Water and sewer system	153,953	147,492	6,461	8,270
Greens	96,938	-	96,938	96,938
Landscaping	20,814	17,902	2,912	2,912
Campground	13,092	-	13,092	13,092
Computer software	12,356	12,356	-	-
Computer equipment	3,438	2,069	1,369	2,053
	\$ 1,657,847	\$ 1,030,446	\$ 627,401	\$ 669,720

6. ACCOUNTS PAYABLE

Included in accounts payable is \$3,885 (2021 - \$Nil) owing to Board member Bart Sand.

7. CREDIT FACILITY

The organization has a credit facility with ATB Financial, which includes the term loan described in Note 8. The credit facility also includes a MasterCard with a credit limit of \$9,900, which bears interest at prime plus 5.00%.

The credit facilities are secured by a General Security Agreement and a Continuing Guarantee and Postponement of Claim from Village of Bashaw limited to \$250,000, further supported by real property.

At the statement of financial position date, the amount owing was \$Nil (2021 - \$152,048)

All of these credit facilities are demand in nature and are subject to review by ATB Financial on an annual basis.

8. CALLABLE DEBT

	2022	2021
ATB Financial term loan repaid during the year.	\$ -	\$ 152,048
Amounts payable within one year	-	(19,509)
	\$ -	\$ 132,539

BASHAW GOLF & COUNTRY CLUB

Notes to Financial Statements

Year Ended October 31, 2022

9. LONG TERM DEBT

Canada Emergency Business Account ("CEBA") is a credit facility issued to the corporation by its lender under the Government of Canada's COVID-19 Pandemic business support programs. The credit facility has a maximum indebtedness of \$60,000 available under two separate offerings; is secured by guarantee from the Bank of Canada; bears no interest until December 31, 2023. Provided that the amount borrowed is repaid in whole or part prior to December 31, 2023; 25% of the initial offering of \$40,000 borrowed will be forgiven and 50% of the second subsequent offering of \$20,000 borrowed will be forgiven. Any amount unpaid after December 31, 2023 automatically convert from an interest free term loan to a term loan bearing interest at 5% per annum. The face value of this loan is \$60,000 and the loan forgiveness of \$20,000 has been recorded as income in previous periods. Therefore the loan, net of forgiveness, in the amount of \$40,000 is reported as long term debt.

	2022	2021
	\$ 40,000	\$ 40,000

Principal repayment terms are approximately:

2024	\$ 40,000
------	-----------

10. DEFERRED CONTRIBUTIONS

The changes in the deferred contributions balance for the period are as follows:

	Balance Beginning of Year	Add Contributions	Less Recognized as Revenue	Balance End of Year
Clubhouse renovations	\$ 108,780	\$ -	\$ 4,533	\$ 104,247
Campground power 1999	17,177	-	1,010	16,167
Campground power 2000	720	-	40	680
2015 power upgrades	22,629	-	686	21,943
Gaming funds	25,219	-	19,067	6,152
	\$ 174,525	\$ -	\$ 25,336	\$ 149,189

Deferred contributions related to capital assets represent restricted contributions from the Government of Alberta for the purchase and installation of an irrigation system, course beautification and installation of power on the campground and from individuals for the development of power on the campground and the construction of the new Clubhouse.

The gaming funds originated from the organization's casino and golf tournament activities and usage of the funds are restricted by the licence agreements with the Alberta Gaming, Liquor & Cannabis Commission.

11. CAMPGROUND FEES

(continues)

BASHAW GOLF & COUNTRY CLUB
Notes to Financial Statements
Year Ended October 31, 2022

11. CAMPGROUND FEES *(continued)*

	2022	2021
	2022	2021
Campground yearly	\$ 141,785	\$ 140,395
Campground daily	14,713	19,496
	\$ 156,498	\$ 159,891

12. GOVERNMENT ASSISTANCE

The Federal and Provincial governments have a number of business support programs due to the COVID-19 Pandemic. The organization has applied for the following supports:

1. The Canada Emergency Wage Subsidy (CEWS) program provides a subsidy of up to 75% of specified wages for the period from March 15, 2020 to the end of the program period if the organization meets the program criteria. During the period organization reported in income for the current period entitlements under this program of \$11,582 (2021 - \$34,443) as government assistance.

BASHAW GOLF & COUNTRY CLUB
Kitchen Income Statement
Year Ended October 31, 2022

(Schedule 1)

	<u>2022</u>	<u>2021</u>
REVENUE		
Kitchen and bar sales	\$ 111,101	\$ 87,014
COST OF SALES		
Kitchen and bar supplies	<u>56,267</u>	55,180
GROSS PROFIT (49%; 2021 - 37%)	54,834	31,834
EXPENSES		
Wages, salaries and benefits	<u>42,990</u>	31,375
INCOME FROM OPERATIONS	<u>\$ 11,844</u>	<u>\$ 459</u>

See notes to financial statements

BASHAW GOLF & COUNTRY CLUB
Pro Shop Income Statement
Year Ended October 31, 2022

(Schedule 2)

	2022	2021
REVENUE		
Pro shop sales	\$ 7,657	\$ 8,744
COST OF SALES		
Pro shop retail purchases	<u>6,647</u>	<u>3,640</u>
GROSS PROFIT (13%; 2021 - 58%)	<u>\$ 1,010</u>	<u>\$ 5,104</u>

Water Reconciliation 2023

Billed WTP
HWY 12 21 TOWN

	CUBES	CUBES	DIFF	Wtp both months added.	Metered	DIFF	Total Loss	Daily Ave WTP	Water Loss/Break Commentary
JAN	7420	7359	61					335	
FEB	7167	7087	80	14446	9856	4590	4731	373	
MAR	7927	7787	140					339	
APR	7042	7005	37	14792	9724	5068	5245	350	
MAY			0						
JUN			0	0			0		
JUL			0						
AUG			0	0			0		
SEP			0						
OCT			0	0			0		
NOV			0						
DEC			0	0			0		
	29556	29238	318		19580		9976		
			1.08763				34.11998		

7.2 Bendfeld Report to Council – June 7, 2023

Bendfeld Delegation – April 5, 2023, Regular Meeting of Council

The following questions were presented to Council during Bendfeld’s delegation to council:

1. What is the History of the property regarding taxes?
2. Bendfeld’s requested a Civic Address.
3. Can they Subdivide and what would the process be?
4. Can their property be returned to Camrose County to enable County related taxation possibilities?

1. History of the Property and Tax Changes:

History – NE ¼ 4 -42-21 W

Referencing the Annexation order # 10497, page 2241. “Landowner Werner E. Schultz did not object to the annexation of his lands into the Town. He did not, however, see all their immediate use, and requested that his farm building be assessed in the same manner as if they remained in the County of Camrose until they were converted to urban use.” “Further the Board concurs with the application of Werner E. Schultz and his request be granted for a period of three years.”

Section IV “that the assessor for the Town of Bashaw shall for taxation purposed in the years 1979, 1980, and 1981, assess any buildings located on a parcel of land annexed to the town by this order and which if they were located on lands remaining in the County of Camrose no 22 would qualify as farm buildings in the County pursuant to The Municipal Taxation Act, and such buildings shall be exempt as farm buildings provided that (a) if the said parcel of land or apart thereof is, subsequent to this order, subdivided, Clause IV shall cease to have effect, and (b) if the Town, by resolution of council, or the owner or other interested person, in writing establishes before the Board that for good and sufficient reason the provision of Clause IV should be varied or rescinded, application may be made to the Board for an Order to implement such a change.”

September 2, 1992, Regular Meeting Bashaw Town Council the following motion was passed:

MOVED BY Councillor Lewis that Norman and Dianne Schultz be reimbursed for the difference between that their taxes would be if they were in the County of Camrose and what they are from the Town of Bashaw for as long as their land remains zoned as farmland.

Res. 268-92

Carried

From 1992 to on/about 2020 the taxes were calculated for the Town, then we would generate the tax information what they property would pay if in the Camrose County. Mr. and Mrs.

Schultz would pay the full town tax levy, and then would be reimbursed a cheque for the difference.

On/about 2020 Norm Schultz talked to the assessor and reported the shop was not used for farming operation and it was changed to residential. (the shop constructed in 1985)

Bendfelds became the new owners December 10, 2020. The property was no longer owned by the Schultz's, the property was not being farmed; and therefore, the motion direction was no longer applicable. Norman and Diane no longer owned the land, and the land was no longer being farmed.

Municipal Assessment and Taxation is dictated by the Municipal Government Act. Assessors access: the Matters Relating to Assessment and Taxation Regulation, to determine assessment of properties.

Farming Operations¹ - has the meaning given to it in the regulations.

Farming Operations² - means the raising, production and sale of agricultural products and includes (i) horticulture, aviculture (birds), apiculture (bees, hives) and aquaculture, (ii) the raising, production and sale of (A) horses, cattle, bison, sheep, swine, goats or other livestock, (B) fur-bearing animals raised in captivity, (C) domestic cervids (elk, moose, deer) within the meaning of the Domestic Cervid Industry Regulation (AR 188/2014) or (D) domestic camelids (Llama) , (iii) the planting, growing and sale of sod, and (iv) an operation on a parcel of land for which a woodland management plan has been approved by the Woodlot Association of Alberta or a forester registered under the Regulated Forest Management Profession Act for the production of timber primarily marketed as whole logs, seed cones or Christmas trees, but does not include any operation or activity on land that has been stripped for the purposes of, or in a manner that leaves the land more suitable for, future development;

The Assessor reviewed the property and obtained information from Bendfeld's on/about September 8, 2021. The addition of the 48 by 72 ft metal clad warehouse caused the assessed value to increase. As per Assessor notes, current owners are not farming the land.

The assessor reports to administration that if the property owner stores bales, farm equipment, or the uses of the warehouses change they can be re-assessed based on the use. For example, if the property owner stores bales in a portion of one of the warehouses, the area that the bales are stored would then be classified as farm operations and changed within the Assessment summary report.

Referencing the Town of Bashaw Land Use Bylaw 780-2018 the current District for this property is Urban Expansion. The purpose of Urban expansion designation is intended to retain land in an undeveloped manner for future urban expansion, while contemplating a limited number of interim uses, and allowing existing uses including agricultural to remain until development proceeds. Agriculture, excluding intensive livestock operations or spreading of manure is listed

¹ MGA – Section 284(i)

² Matters Relating to Assessment and Taxation Regulation – Section 2(1) f.

in the permitted uses. Additional development in this district beyond what is existing would be subject to discussion. We will reference subdivision aspects further in this report.

Assessment classifications are different than Development Districts. Therefore, the author felt it prudent to mention the land use bylaw and the applicable district. Development applications are how the municipality informs the assessor of changes in property use, growth, etc.; this triggers the follow up of the Assessor. Property Owners can contact the Assessor directly and discuss changes as they occur, to ensure continued accuracy on Assessments.

In conclusion, Bendfeld's would need to provide information to the assessor and the town; that confirms farming activities. The Assessor would review the information and implement the changes in assessment based on the Matters Relating to Assessment Regulation. Assessment is a regulated process based on regulation.

Bashaw Town Council would review the information/property owner request, based on the information provided make a decision.

2. Request for Civic Address:

The recommended civic address would be: 5510-49 Street, Bashaw. We access Camrose County Planning and Administration for consultative services. They recommended a Civic address, vs. a rural address as the property is adjacent to 49 Street, Bashaw.

Bendfeld's can order a blue sign from Camrose County with the Address: 5510 – 49 Street, Bashaw, however it was recommended to create their own private address sign to demonstrate they are a town of Bashaw resident. The town does not have a preference, the sign purchase/installation is homeowner obligation and cost.

3. Can they subdivide and what would the process be?

We will start with the answer and the process, and then include details that will need to be considered.

Yes, the property can be subdivided. The basic process would be:

1. Complete a subdivision application with Camrose County. (Camrose County process the Town of Bashaw subdivision applications)
2. Comply with the conditions included within the application.
3. Conditions may include final approval from the Town of Bashaw.
4. Have the area surveyed, have the surveyor register the plan. There may also be a legal cost...
5. Complete the conditions required by the Camrose County as part of the application.

Things to consider:

- A. Current District is Urban Expansion, this district is limited in scope and use. Review Section 12.13 of the Town of Bashaw Land Use Bylaw. Determine what the use of the subdivision would be.
- Will it be to parcel off land for another residence, will someone live there? (will require a Land Use Bylaw Amendment if you are proposing to have a residence, to enable the development to occur)
 - Or will it be a full commitment where you are planning to build a complete housing area... multiple homes? Then an Area Structure plan would be required.

The current permitted uses are: Accessory uses, Agriculture, excluding intensive livestock operations or spreading of manure, Park, Public Administration, Stormwater Management Facility, and Utility Installations.

It would be advisable to plan for a Land Use Bylaw Amendment with the Town. The fee is \$700.00 the fee pays for the advertisement of the Bylaw. If you are amending the Bylaw, it is advisable to put some thought into what you plan to do, that way the amendment you propose will cover you for subsequent developments if you choose.

The Land Use Bylaw Amendment also serves to inform Bashaw Town Council of your plans. A Subdivision application is still required, it can be completed at the Camrose County and the fee is \$600.00 plus \$200.00 per lot. They recommend a pre-application consultation with staff to discuss policies, the subdivision process, and potential subdivision conditions. Their contact information is:

- 780-678-3070
- planning@county.camrose.ab.ca
- An appointment is recommended.
- A copy of the application is included in this report.
- <https://camrosecounty.civicweb.net/filepro/document/155397/Subdivision%20Application%20Form.pdf>

The preapplication consultation will be helpful and provide additional information on the process.

4. Can their property be returned to Camrose County to enable County related taxation possibilities?

Annexation within Alberta is a provincially legislated process where a municipality changes or expands its jurisdictional boundaries.³ In general, the reason that municipalities annex land is for the purpose of accommodating future population growth. Municipalities must apply to the Municipal Government Board to initiate an annexation.

Municipalities in proximity to each other negotiate their boundaries with planning documents being the Intermunicipal Development Plan and the ongoing review of each. Typically, once the annexation has occurred it remains in place, unless the municipalities re-negotiate or have developments that cause/trigger re-negotiation. This Annexation order was passed in 1979 and to date there has not been a need to apply for changes.

Bendfeld's could approach Camrose County and request to be annexed into Camrose County. The property owner; would be absorbing any associated costs for the application and process. Camrose County would consider the request based on Development discussion and the need/outcome of the situation.

Currently, from a development/growth perspective, it remains plausible to continue to have the property within Town of Bashaw boundaries.

Coordination and cost-effective use of resources will be demonstrated when annexations are aligned with and supported by intermunicipal development plans, municipal development plans, economic development plans, transportation and utility servicing plans and other related infrastructure plans.⁴

In conclusion, returning the property to Camrose County; is possible however, subject to both councils agreement and negotiation. Speculatively, being a property owner request, it would be wise for them to assume all the costs would be their obligation.

Attachments: Copy of the full Annexation order, Camrose County Subdivision Application.

³ <https://www.beaumont.ab.ca/DocumentCenter/View/1490/Understanding-Annexation-in-Alberta#:~:text=If%20the%20initiating%20municipality%20and,the%20annexation%20is%20considered%20contest ed.>

⁴ <https://www.alberta.ca/assets/documents/ma-mgb-annexation-principles-st-albert-sturgeon.pdf>

THE LOCAL AUTHORITIES BOARD

ORDER NO. 10497

FILE 36(A):

Before
The Local Authorities Board
for the Province of Alberta

In the matter of The Municipal Govern
ment Act:

And in the matter of an application by
the Council of the Town of Bashaw,
Alberta for annexation of certain territory
lying immediately adjacent thereto.

Pursuant to an application by the Council of the Town of Bashaw, in the Province of Alberta, petitioning for the annexation of the territory described on Schedule "B" attached to this Order, from the County of Camrose No. 22, the Board conducted a public hearing of the matter in the said Town on Tuesday, April 18, 1978.

The Town of Bashaw was ably represented by its Mayor, R A DeWolfe Reeve Arlen Adams appeared on behalf of the County of Camrose No 22 The Battle River Regional Planning Commission was represented by its planners, G Hannon and R Botham Owner Werner E Schultz appeared on his own behalf, while G Lindstrom appeared on behalf of the Bashaw Seed Cleaning Co-operative Association Ltd , a landowner in the territory

Owners P L Winter and Bernhard Schultz, by letter addressed to the Town of Bashaw, advised they did not oppose the annexation of their respective lands to the Town of Bashaw

Mayor DeWolfe explained that in the last two or three years the Town of Bashaw had had 45 homes built, with a continued demand for further growth At present the Town did not have any serviced land within its territory He explained the need for additional lands to provide residential, light industrial and commercial sites The lands petitioned for would permit the anticipated demands being met, and would allow for orderly development and utility planning

Because Highway No 21 was to be re-routed to the immediate west of the Town, no growth was anticipated in this direction Residential development was planned for the north half of section 9 outside the present town limit This was hilly and portions could not be developed, but it did provide a logical extension to the Town's utilities

The south-east quarter of section 9 was flat and would require a lift station Because of dust emissions from the seed cleaning plant, this area would not be suitable for residential development and it was anticipated these lands would be used for light industrial purposes By placing water into this area, it would upgrade the fire protection capabilities to service established and future development, including the seed cleaning plant and the grain elevators Access to the area was under negotiation

The lands located in a portion of the north half of section 33, he submitted, formed natural boundaries by reason of the highway and the railway right of way The other portion was the town owned "fairgrounds" which it desired under its control A motel was

planned for the land abutting the highway and the owners of Lot "A" desired it brought into the Town as early as possible

All the lands involved were of the poorer Classes 3 and 4 soils on the Canadian Land Inventory Scale

Reeve Adams stated the Council of the County of Camrose No 22 had no objection to the annexation taking place. Because the County had an interest in the seed cleaning plant, it was concerned that no residential development take place within 2,000 feet of the existing plant. He reviewed problems which had occurred in Olds, Carstairs and Leduc where such protection was not established.

G Lindstrom stated that the seed cleaning plant was now receiving excellent services from the County, especially for snow clearing, and questioned if the Town could duplicate the service. Water was now obtained from its own water wells, but the additional fire protection would be appreciated.

The Board was advised by R Botham that the Battle River Regional Planning Commission had no objection to the Town's application for annexation and explained the Town had no lands for any use.

Landowner Werner E. Schultz did not object to the annexation of his lands into the Town. He did not, however, see all their immediate use, and requested that his farm buildings be assessed in the same manner as if they remained in the County of Camrose until they were converted to urban use.

No submission was received from Alberta Transportation.

From the information supplied to the Board in the form of letters, oral testimony and argument, it appears that it is desirable for the Town of Bashaw to have additional territory for development for residential, commercial, light industrial and recreational purposes.

Therefore, it is the consensus of the Board that the application should be granted in full.

Further the Board concurs with the application of Werner E. Schultz and his request should be granted for a period of three years.

Therefore, subject to the approval of the Lieutenant Governor in Council, IT IS ORDERED as follows:

I That there be annexed to the Town of Bashaw, in the Province of Alberta, and hereupon be separated from the County of Camrose No 22 the territory set forth in Schedule "B" attached to this Order.

(A sketch showing the general location of the annexed lands is attached as Schedule "A")

II That any taxes owing to the County of Camrose No 22 as at December 31, 1978, in respect of the aforementioned properties shall transfer to and become payable to the Town of Bashaw together with any lawful penalties and costs levied thereon in respect of such taxes, however, upon the Town of Bashaw collecting any or all of such taxes, penalties or costs, such collections shall forthwith be paid by the town to the County of Camrose No 22.

III That the assessor for the Town of Bashaw shall for taxation purposes in the year 1979, re-assess the annexed lands and assessable improvements, other than the properties described in Clause IV hereunder, which are by this Order annexed to the Town so that the assessment thereof shall be fair and equitable with other lands and assessable improvements in the Town of Bashaw.

IV That the assessor for the Town of Bashaw shall for taxation purposes in the years 1979, 1980 and 1981, assess any buildings located on a parcel of land annexed to the town by this Order and which if they were located on lands remaining in the County of Camrose No 22 would qualify as farm buildings in the County pursuant to The Municipal Taxation Act, and such buildings shall be exempt as farm buildings provided that

- (a) if the said parcel of land or a part thereof is, subsequent to this Order, subdivided, Clause IV shall cease to have effect, and
- (b) if the Town, by resolution of council, or the owner or other interested person, in writing establishes before the Board that for good and sufficient reason the provisions of Clause IV should be varied or rescinded, application may be made to the Board for an Order to implement such a change

V That the Chief Provincial Assessor, appointed pursuant to the provisions of The Municipalities Assessment and Equalization Act, shall for taxation or grant purposes commencing in the year 1979, re-assess or re-value, as the case may be, all properties that are assessable or subject to valuation under the terms of The Electric Power and Pipe Line Assessment Act and The Municipal and Provincial Properties Valuation Act, and which lie within the areas that are by this Order annexed to the Town of Bashaw so that the assessment or valuation shall be fair and equitable with properties of a similar nature

VI That the effective date of this Order is the 1st day of January, 1979.

Dated and signed at the City of Edmonton, in the Province of Alberta, this 8th day of May, 1978

Certified a true copy,
B CLARK, Secretary

LOCAL AUTHORITIES BOARD,
D A BANCROFT, Chairman,
T J LAUDER, Member,
J A HAMMOND, Member

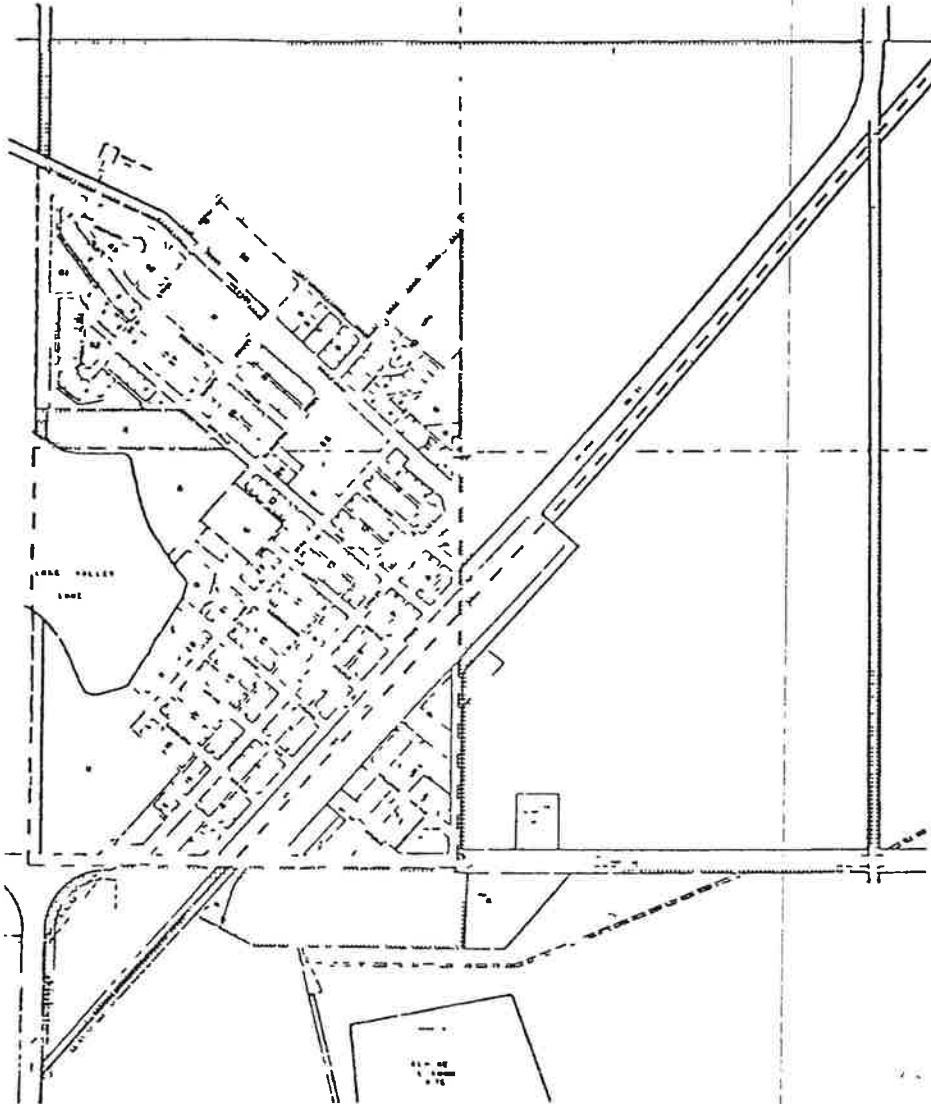
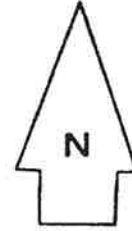
SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE
AREAS AFFECTED BY BOARD ORDER No 10497

EFFECTIVE DATE JANUARY 1, 1979



AFFECTED AREA(S)



SCHEDULE "B"

A DETAILED DESCRIPTION OF TERRITORY SOUGHT FOR ANNEXATION,
AND ANNEXED TO THE TOWN OF BASHAW, ALBERTA

All that portion of the north half of section 33, township 41, range 21, west of the fourth meridian described as follows

- (A) That portion bound on the east by the west boundary of Parcel "A" as shown on Filed Plan 1055 E O , on the north by the north boundary of the said section, on the west by the west boundary of Parcel "B" as shown on the said filed Plan 1055 E O , on the south by the south boundary of said Parcel "B" and its production south easterly and the production westerly of the south boundary of the said Parcel "A" all as shown on said Filed Plan 1055 E O
- (B) That portion contained in Road Plan 752 0530
- (C) That portion which lies north west of the south-easterly boundary of the Canadian National Railway as shown on Railway Plan 5119 A M , excepting thereout Road Plan 2266 J Y ^{3187 L.Z.} _{LAB/OC 1330/78} 4567 A A ⁽¹⁹⁷⁹⁾ _(O.C.)

All that portion of the north-south government road allowance adjoining the west boundary of the north-west quarter of section 34, township 41, range 21, west of the fourth meridian which lies north of the production east and west of the south limit of Road Plan 752 0530

All that portion of the north-west quarter of section 3, township 42, range 21, west of the fourth meridian contained in Road Plan 2401 J Y

The north-south government road allowance adjoining the west boundary of section 3, township 42, range, 21, west of the fourth meridian

That government road allowance intersection adjoining the south-west corner of the south-west quarter of section 3, township 42, range 21, west of the fourth meridian

East half of section 4, township 42, range 21, west of the fourth meridian

The east-west government road allowance adjoining the south boundary of the south-east quarter of section 4, township 42, range 21, west of the fourth meridian

All that portion of the north-west quarter of section 4, township 42, range 21, west of the fourth meridian not within the Town of Bashaw -

All that portion of the north-south government road allowance adjoining the west boundary of the north-west quarter of section 4, township 42, range 21, west of the fourth meridian not within the Town of Bashaw

Camrose County recommends a pre-application consultation with staff to discuss policies, the subdivision process, and potential subdivision conditions. Call (780) 678-3070 or email planning@county.camrose.ab.ca to schedule an appointment.

SUBDIVISION APPLICATION MUST INCLUDE:

1. Complete and signed application form

All registered owner(s) listed on the title must sign the form

2. Sketch of the proposed subdivision

Label the following on an aerial photo:

- North arrow
- Existing titled area of quarter section or lot showing accurately measured boundaries of the proposed subdivision
- Approximate dimensions and location of buildings labeled with use (i.e. house, barn, fences, shops), shelterbelts, water well, power poles, gas lines, approaches, and private sewage system
- Active and Abandoned Oil and Gas Wells
- All county roads, private roads and primary or secondary highways
- All approaches to the property and remaining land
- Approximate location of any water body including lakes, sloughs, creeks, drainage ditches etc.

OR provide a detailed drawing with the information above.

3. Subdivision Application Fee

\$600.00 application fee plus \$200.00 per lot (title), excluding reserve and utility lots

Examples:

First Parcel Out: \$600 + \$200 for one new lot created = \$800.00

Lot Line Adjustment: \$600.00

Payment must accompany the application; application fees are non-refundable.

4. Copy of the Current Certificate of Title(s)

Title(s) must be dated within last 30 days. Titles can be obtained from the local registries office, AMA, or online at <https://alta.registries.gov.ab.ca/SpinII/logon.aspx> (needs credit card).

5. Abandoned Well Information

Check with the Alberta Energy Regulator (AER) if there are abandoned wells on the property.

<http://mapviewer.aer.ca/Html5/Index.html?viewer=aerabnwells> Or Search: Alberta Abandoned Well Map and follow the AER links to the interactive map

Submit applications to:

Planning and Development

Camrose County

3755 – 43 Avenue

Camrose, AB T4V 3S8

Email: planning@county.camrose.ab.ca

Planning Phone: (780) 678-3070

SUBDIVISION APPLICATION	Date Application Accepted as Complete:	File Number:
	Receipt #:	Amount:
	Date:	Roll #:

Legal Description: ¼: _____ Section: _____ Twp: _____ Rge: _____ W4 Lot: _____ Block: _____ Plan: _____

NAME OF APPLICANT(s): _____

Address: _____ City: _____ Postal Code: _____

Phone: _____ Email: _____

NAME OF LANDOWNER(s): _____

Address: _____ City: _____ Postal Code: _____

Phone: _____ Email: _____

By checking this box I accept correspondence by email only

Certification

I hereby certify that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to the condition of the property referred to in this application.

Signature of Applicant

Signature of Registered Owner

Date

Date

Right of Entry

I authorize staff of Camrose County and referral agencies to enter my land for the purpose of conducting a site inspection with respect to my subdivision application.

Signature of Registered Owner

Signature of Registered Owner

Are there any access restrictions/hazards we should be aware of for site inspection? (i.e. Dogs, Locked Gates, etc.)

Owner's Consent (if the applicant is not owner)

I/We do hereby authorize the applicant named above to make application for subdivision on my/our behalf.

Signature of Registered Owner

Signature of Registered Owner

COLLECTION AND USE OF PERSONAL INFORMATION

The personal information provided will be used to process the Development Permit application and is collected under the authority of Section 642 of the Municipal Government Act. Personal information you provide may be recorded in the minutes of the Municipal Planning Commission, or otherwise made public pursuant to the provisions of the Freedom of Information and Protection of Privacy (FOIPP) Act, including Section 39 through 42 therein. If you have any questions about the collection and use of this information, please contact the FOIPP Coordinator at Camrose County (780) 672-4446

SUBDIVISION APPLICATION

File Number: _____

Page 2

Location

Legal Description: ¼: _____ Section: _____ Twp: _____ Rge: _____ W4 Lot: _____ Block: _____ Plan: _____

Area of the titled parcel: _____ Area of the proposed parcel(s) _____ Title #: _____

Type of Subdivision (first parcel, lot line adjustment, etc.) _____

Is the land adjacent to another Village or County? YES NO If yes, name: _____Is the land adjacent to or containing a water body? YES NO If yes, name: _____Is the land within 1.6km (1 mile) of a sour gas facility? YES NO Comments: _____Is the land within 1.6km (1 mile) of a highway? YES NO If yes, Number: _____Is the land within 800m (1/2 mile) of a Confined Feeding Operation (feedlot, dairy, etc.)? YES NOIs the land within 800m (1/2 mile) of a landfill for the disposal of garbage or refuse? YES NOIs the land within 800m (1/2 mile) of a sewage treatment plant or sewage lagoon? YES NODescribe any buildings/structures and if they remain (alternatively, you can label the buildings on the aerial photo):

Land Use

Existing Use: _____ Proposed Use: _____ Land Use District _____

Adjacent Land Use (i.e. agriculture, industrial uses, wells, etc.) _____

Physical Characteristics of the Land:

Describe the Topography (flat, rolling, steep, mixed) _____

Describe the Vegetation (brush, shrubs, tree stands) _____

Describe the Water Features (creek, slough, drainage ditch) _____

Describe the Soil (sandy, loam, clay, etc.) _____

Describe any Hazards on Site (steep slopes, floodplains, private landfills, etc.): _____

Within a Drainage District? YES NO If yes, name _____

Water and Sewer Service:

Is there a municipal water distribution or wastewater collection system? YES NO

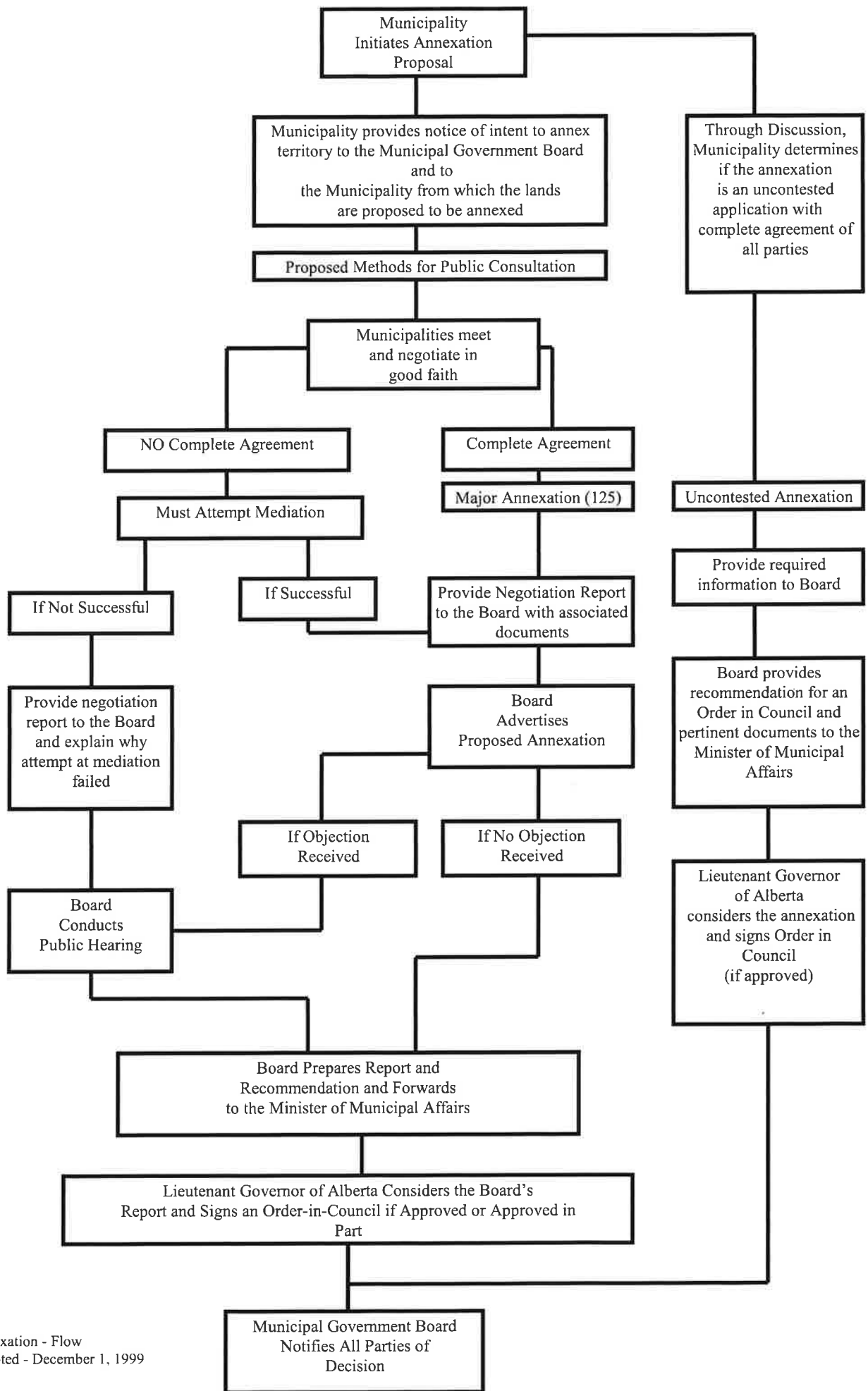
If no, how is potable water being provided to the existing parcel? _____

Describe any plans to provide water to the proposed acreage? _____

How is sewage on the parcel currently being treated? _____

Location of the water and sewer systems must be included on the site sketch provided.

Note: A letter of compliance for all sewage system(s) on the titled property(s) will be required as a condition of subdivision approval.



From: Angela M Bilski <Angela.M.Bilski@gov.ab.ca>
Sent: May 30, 2023 2:35 PM
To: CAO
Cc: Lucien Cloutier
Subject: RE: Council Governance Education

Good afternoon Theresa;

It was a pleasure speaking with you regarding the possibility of scheduling a Roles & Responsibilities workshop for the Town of Bashaw council and CAO.

These sessions provide municipal elected officials with information regarding their legislated responsibilities under the MGA as well as a strong understanding of the role that a municipal councillor plays in governing their community. Requests for R&Rs must be made by council resolution, which formally demonstrates the commitment of the whole council and the CAO to attend.

Sessions are typically a full day and include the following base topics:

- Local Government and the MGA
- Roles and Responsibilities of the Elected Officials
- Roles and Responsibilities of the Administrative Officials
- Municipal Finance Basics

If there is enough time following the base presentation, two of the following optional modules may also be presented.

- Public Participation
- Municipal Finance 102
- Effective Meetings
- Strategic Planning
- Effective Communication/Teamwork

When council is discussing their interest in this session, please have them identify their first and second choices of the optional modules. and three possible dates that we can work to accommodate.

There is no charge for this type of session; however, please advise if lunch will be brought in for the participants and the presenters so that we may plan accordingly.

If you have any questions or wish to discuss this further, please do not hesitate to contact me.

Regards,

Angela Bilski
 Municipal Training Advisor, Municipal Affairs
 Municipal Capacity and Sustainability Branch
 Government of Alberta

Tel: 780-422-8101
 Fax: 780-420-1016
angela.m.bilski@gov.ab.ca

Town of Bashaw
 Four Year Operating Plan
 June 2023

MUNICIPAL DEPARTMENT		CURRENT	PLANNED	PLANNED	PLANNED	PLANNED	PLANNED
		2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	
MUNICIPAL TAXES	102.00%						
REQUISITIONS REVENUE							
1-00-00-110-08	Camrose & District Lodge Authority	-\$ 1,610.00	-\$ 1,642.20	-\$ 1,675.04	-\$ 1,708.54	-\$ 1,742.72	
1-00-00-110-09	Alberta School Foundation - ASFF	-\$ 226,016.34	-\$ 230,536.67	-\$ 235,147.40	-\$ 239,850.35	-\$ 244,647.36	
1-00-00-110-10	Designated Industrial Properties (DIP)	-\$ 176.72	-\$ 180.25	-\$ 183.86	-\$ 187.54	-\$ 191.29	
		-\$ 227,803.06	-\$ 232,359.12	-\$ 237,006.30	-\$ 241,746.43	-\$ 246,581.36	
COUNCIL AND OTHER LEGISLATIVE REVENUE							
1-00-00-510-00	Penalties and Costs on Taxes	-\$ 30,000.00	-\$ 30,600.00	-\$ 31,212.00	-\$ 31,836.24	-\$ 32,472.96	
1-00-00-530-00	Fines Issued	-\$ 2,200.00	-\$ 2,244.00	-\$ 2,288.88	-\$ 2,334.66	-\$ 2,381.35	
1-00-00-540-00	Franchise Fees	-\$ 66,321.00	-\$ 67,647.42	-\$ 69,000.37	-\$ 70,380.38	-\$ 71,787.98	
1-00-00-550-00	Return on Investments	-\$ 25,000.00	-\$ 25,500.00	-\$ 26,010.00	-\$ 26,530.20	-\$ 27,060.80	
1-00-00-830-00	Federal Conditional Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
1-00-00-840-00	Provincial Conditional Grant	-\$ 118,190.00	-\$ 120,553.80	-\$ 122,964.88	-\$ 125,424.17	-\$ 127,932.66	
1-00-00-910-00	Reserves Transferred to Operating	\$ -	\$ -	\$ -	\$ -	\$ -	
		-\$ 241,711.00	-\$ 246,545.22	-\$ 251,476.12	-\$ 256,505.65	-\$ 261,635.76	
COUNCIL AND OTHER LEGISLATIVE EXPENSES							
2-11-00-130-40	Canada Pension Plan - Councilors	\$ 1,150.00	\$ 1,173.00	\$ 1,196.46	\$ 1,220.39	\$ 1,244.80	
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	\$ 820.00	\$ 836.40	\$ 853.13	\$ 870.19	\$ 887.59	
2-11-00-151-00	Meeting Fees - Council	\$ 22,300.00	\$ 22,746.00	\$ 23,200.92	\$ 23,664.94	\$ 24,138.24	
	Council AUMA CONFERENCE	\$ -	\$ -	\$ -	\$ -	\$ -	
2-11-00-211-00	Travel, Subsistence & Course Fees - Council	\$ -	\$ -	\$ -	\$ -	\$ -	
2-11-00-230-00	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	
2-11-00-290-00	Election Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
2-11-00-510-00	Council Supplies	\$ 500.00	\$ 510.00	\$ 520.20	\$ 530.60	\$ 541.22	
2-11-00-770-00	Community Contributions	\$ 7,290.00	\$ 7,435.80	\$ 7,584.52	\$ 7,736.21	\$ 7,890.93	
		\$ 32,060.00	\$ 32,701.20	\$ 33,355.22	\$ 34,022.33	\$ 34,702.78	
REQUISITIONS EXPENSES							
2-99-00-750-00	Alberta school Foundation Fund	\$ 226,016.34	\$ 230,536.67	\$ 235,147.40	\$ 239,850.35	\$ 244,647.36	
2-99-00-752-00	Camrose Area Lodge Authority	\$ 1,610.00	\$ 1,642.20	\$ 1,675.04	\$ 1,708.54	\$ 1,742.72	
2-12-00-230-00	Gov't of Alberta DIP Assessment	\$ 176.72	\$ 180.25	\$ 183.86	\$ 187.54	\$ 191.29	
		\$ 227,803.06	\$ 232,178.87	\$ 236,822.44	\$ 241,558.89	\$ 246,581.36	
		-\$ 209,651.00	-\$ 214,024.27	-\$ 218,304.76	-\$ 222,670.86	-\$ 227,732.98	
TOTAL MUNICIPAL DEPARTMENT							

Town of Bashaw
Four Year Operating Plan - June 6, 2023

ADMINISTRATION DEPARTMENT		CURRENT	PLANNED	PLANNED	PLANNED	PLANNED	PLANNED
GENERAL ADMIN REVENUES		2023	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2027 BUDGET
1-12-00-410-00	General Services and Supplies Revenues	\$-2,500.00	-\$2,550.00	-\$2,601.00	-\$2,653.02	-\$2,706.08	
1-12-00-520-00	Licenses and Permits	-\$200.00	-\$204.00	-\$208.08	-\$212.24	-\$216.49	
1-12-00-560-00	Rentals and Lease Revenue COLLECT GST	-\$19,500.00	-\$19,890.00	-\$20,287.80	-\$20,693.56	-\$21,107.43	
1-12-00-590-00	Other Revenue	-\$3,000.00	-\$3,060.00	-\$3,121.20	-\$3,183.62	-\$3,247.30	
1-61-00-520-00	Development Permits	-\$1,800.00	-\$1,836.00	-\$1,872.72	-\$1,910.17	-\$1,948.38	
1-66-00-464-00	Sales of Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1-69-00-560-01	Office Rent	-\$7,734.00	-\$7,888.68	-\$8,046.45	-\$8,207.38	-\$8,371.53	
		-\$34,734.00	-\$35,428.68	-\$36,137.25	-\$36,860.00	-\$37,597.20	
GENERAL ADMIN EXPENSES							
2-12-00-110-00	Salaries - Office Staff	\$180,481.60	\$184,091.23	\$187,773.06	\$191,528.52	\$195,359.09	
2-12-00-110-05	Compensation Package	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-12-00-130-40	Employer Cost CPP	\$10,730.99	\$10,945.61	\$11,164.52	\$11,387.81	\$11,615.57	
2-12-00-130-41	Employer Cost Employment Insurance	\$3,608.55	\$3,680.72	\$3,754.34	\$3,829.42	\$3,906.01	
2-12-00-130-43	Employer Cost LAPP	\$16,471.18	\$16,800.60	\$17,136.62	\$17,479.35	\$17,828.93	
2-12-00-130-44	Employer Cost - AMISC	\$11,405.56	\$11,633.67	\$11,866.34	\$12,103.67	\$12,345.74	
2-12-00-130-45	Workers Compensation	\$3,753.47	\$3,828.54	\$3,905.11	\$3,983.21	\$4,062.88	
2-12-00-130-46	R.R.P. Contribution	\$1,230.32	\$0.00	\$0.00	\$0.00	\$0.00	
2-12-00-140-00	Administrative Course Fees	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86	
2-12-00-211-00	Travel & Subsistence	\$1,500.00	\$1,530.00	\$1,560.60	\$1,591.81	\$1,623.65	
2-12-00-215-00	Freight, Postage,Phone & Land Titles	\$5,300.00	\$5,406.00	\$5,514.12	\$5,624.40	\$5,736.89	
2-12-00-220-00	Advertising, Printing, Subscriptions	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43	
2-12-00-225-00	Municipal Memberships	\$3,088.00	\$3,149.76	\$3,212.76	\$3,277.01	\$3,342.55	
2-12-00-230-00	Professional & Consulting Services	\$63,091.40	\$64,353.23	\$65,640.29	\$66,953.10	\$68,292.16	
2-12-00-230-20	Professional Fees - Audit	\$19,000.00	\$19,380.00	\$19,767.60	\$20,162.95	\$20,566.21	
2-12-00-230-21	- Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-12-00-230-22	- Legal	\$12,000.00	\$12,240.00	\$12,484.80	\$12,734.50	\$12,989.19	
2-12-00-240-00	Maintenance - Janitor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-12-00-250-00	Repairs & Maintenance	\$19,000.00	\$19,380.00	\$19,767.60	\$20,162.95	\$20,566.21	
2-12-00-274-00	Insurance	\$27,448.09	\$27,997.05	\$28,556.99	\$29,128.13	\$29,710.70	
2-12-00-510-00	General Office Supplies	\$12,210.50	\$12,454.71	\$12,703.80	\$12,957.88	\$13,217.04	
2-12-00-540-50	Campus Energy Power	\$2,600.00	\$2,652.00	\$2,705.04	\$2,759.14	\$2,814.32	
2-12-00-540-51	General Administration Natural Gas	\$2,100.00	\$2,142.00	\$2,184.84	\$2,228.54	\$2,273.11	
2-12-00-810-00	Bank Charges	\$600.00	\$612.00	\$624.24	\$636.72	\$649.46	
2-12-00-910-00	Tax Adjustments	\$9,625.93	\$9,818.45	\$10,014.82	\$10,215.11	\$10,419.42	
2-12-00-990-00	Miscellaneous	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49	
2-12-00-990-01	PENNY	\$0.50	\$0.51	\$0.52	\$0.53	\$0.54	
2-66-00-230-00	Subdivision, Land and Development	\$3,700.00	\$3,774.00	\$3,849.48	\$3,926.47	\$4,005.00	
2-66-00-990-00	Cost of Land Sold	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-69-00-250-00	Repairs & Maintenance	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43	
2-69-00-540-50	Campus Energy Power	\$1,600.00	\$1,632.00	\$1,664.64	\$1,697.93	\$1,731.89	
2-69-00-540-51	Access Gas Natural Gas	\$2,600.00	\$2,652.00	\$2,705.04	\$2,759.14	\$2,814.32	
TOTAL ADMINISTRATION DEPARTMENT		\$417,346.09	\$424,438.09	\$432,926.85	\$441,585.38	\$450,417.09	
		\$382,612.09	\$389,009.41	\$396,789.59	\$404,725.39	\$412,819.89	

COMMUNITY SERVICES DEPARTMENT		CURRENT	PLANNED	PLANNED	PLANNED	PLANNED	PLANNED
COMMUNITY SERVICE		2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET	2027 BUDGET
1-23-00-400-00	102%						
1-23-00-400-01	County Fire Fighting Responses	-\$13,500.00	-\$13,770.00	-\$14,045.40	-\$14,326.31	-\$14,612.83	
1-23-00-400-04	Motor Vehicle Responses	-\$2,400.00	-\$2,448.00	-\$2,496.96	-\$2,546.90	-\$2,597.84	
1-23-00-560-00	Fire Expenses Recovered	-\$3,500.00	-\$3,570.00	-\$3,641.40	-\$3,714.23	-\$3,788.51	
1-23-00-580-00	In Town Fire Revenue	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43	
1-23-00-590-00	Public Relations Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1-23-00-850-00	Other Revenue - Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1-23-00-850-01	Annual County Shared Service Funding	-\$26,231.99	-\$26,756.63	-\$27,291.76	-\$27,837.60	-\$28,394.35	
1-23-00-850-02	Annual Training Shared Service Funding	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43	
1-23-00-850-03	Annual Pager Maintenance Shared Service Funding	-\$500.00	-\$510.00	-\$520.20	-\$530.60	-\$541.22	
1-23-00-850-04	Annual Firefighter Shared Service Funding	-\$1,680.00	-\$1,713.60	-\$1,747.87	-\$1,782.83	-\$1,818.49	
1-23-00-850-06	Annual Personal Protective Eqp. Shared Service	-\$3,200.00	-\$3,264.00	-\$3,329.28	-\$3,395.87	-\$3,463.78	
1-23-00-840-00	Annual County Funding Emergency Dispatch	-\$5,831.00	-\$5,947.62	-\$6,066.57	-\$6,187.90	-\$6,311.66	
1-26-00-230-00	PROV GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1-26-00-520-00	Policing - Special Tax	-\$1,200.00	-\$1,224.00	-\$1,248.48	-\$1,273.45	-\$1,298.92	
1-26-00-525-00	Building Permit Fees	-\$3,051.97	-\$3,113.01	-\$3,175.27	-\$3,238.77	-\$3,303.55	
1-51-00-840-01	Animal Licenses & Fines	-\$24,554.00	-\$25,045.08	-\$25,545.98	-\$26,056.90	-\$26,578.04	
1-51-00-850-01	F.C.S.S. Provincial Conditional Grant	-\$28,144.12	-\$28,707.00	-\$29,281.14	-\$29,866.77	-\$30,464.10	
		-\$115,793.08	-\$118,108.94	-\$120,471.12	-\$122,880.54	-\$125,338.15	
COMMUNITY SERVICES EXPENSES							
2-23-00-110-00	Administration	\$7,253.54	\$7,398.61	\$7,546.58	\$7,697.51	\$7,851.46	
2-23-00-130-00	Employer Contribution - A.M.E. & Seaboard	\$3,300.00	\$3,366.00	\$3,433.32	\$3,501.99	\$3,572.03	
2-23-00-159-00	Deputy Fire Chief Fees	\$2,100.00	\$2,142.00	\$2,184.84	\$2,228.54	\$2,273.11	
2-23-00-159-01	Fire Chief Honorarium	\$3,000.00	\$3,060.00	\$3,121.20	\$3,183.62	\$3,247.30	
2-23-00-159-02	Firefighter Honorarium	\$37,000.00	\$37,740.00	\$38,494.80	\$39,264.70	\$40,049.99	
2-23-00-211-00	Regional Fire Service Coordinator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-23-00-215-00	Travel & Subsistence	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43	
2-23-00-215-01	Telephone & (Monitoring = \$311.40 per year)	\$5,100.00	\$5,202.00	\$5,306.04	\$5,412.16	\$5,520.40	
2-23-00-216-00	Pager Repair & Maintenance	\$410.00	\$418.20	\$426.56	\$435.10	\$443.80	
2-23-00-217-00	Freight & Postage	\$250.00	\$255.00	\$260.10	\$265.30	\$270.61	
2-23-00-220-00	Dispatch	\$7,800.00	\$7,956.00	\$8,115.12	\$8,277.42	\$8,442.97	
2-23-00-220-01	Office Printing Advertising	\$150.00	\$153.00	\$156.06	\$159.18	\$162.36	
2-23-00-239-00	Public Relations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-23-00-250-00	Fire Mutual Aid	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43	
2-23-00-274-00	Fire Hall Maintenance	\$4,300.00	\$4,386.00	\$4,473.72	\$4,563.19	\$4,654.46	
2-23-00-274-01	Building Insurance	\$1,963.58	\$2,002.85	\$2,042.91	\$2,083.77	\$2,125.44	
2-23-00-274-01	Vehicle & Mobile Equipment Insurance	\$1,861.21	\$1,898.43	\$1,936.40	\$1,975.13	\$2,014.63	
2-23-00-510-00	General Supplies	\$4,800.00	\$4,896.00	\$4,993.92	\$5,093.80	\$5,195.67	
2-23-00-521-03	Town Fire Truck (1992)Volvo Repairs & Maint	\$2,300.00	\$2,346.00	\$2,392.92	\$2,440.78	\$2,489.59	
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)	\$150.00	\$153.00	\$156.06	\$159.18	\$162.36	
2-23-00-521-50	Fuel County Fire Vehicles & Equipment	\$2,300.00	\$2,346.00	\$2,392.92	\$2,440.78	\$2,489.59	
2-23-00-522-01	County Fire Truck - Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-23-00-522-02	County Rescue Van - Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-23-00-522-03	County Water Truck 96 Mack - Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2-23-00-523-00	Personal Protective Equipment Repairs & Maintenance	\$16,100.00	\$16,422.00	\$16,750.44	\$17,085.45	\$17,427.16	

Town of Bashaw Community Services Dept Operating Plan
June 7, 2023

2-23-00-540-32	Training	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-23-00-540-50	Campus Energy Power	\$2,100.00	\$2,142.00	\$2,184.84	\$2,228.54	\$2,273.11
2-23-00-540-51	Fire Protection Natural Gas Fire Hall	\$3,200.00	\$3,264.00	\$3,329.28	\$3,395.87	\$3,463.78
2-23-00-580-00	Fire Fundraising Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-23-00-770-00	Grants to Organization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-24-00-215-00	Freight, Postage, Phone EOC Centre	\$50.00	\$51.00	\$52.02	\$53.06	\$54.12
2-24-00-510-00	General Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-24-00-540-00	Disaster Services & Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-26-00-110-00	Bylaw Enforcement Salaries	\$3,650.00	\$3,723.00	\$3,797.46	\$3,873.41	\$3,950.88
2-26-00-230-00	Cat and Dog Control Fees	\$2,650.00	\$2,703.00	\$2,757.06	\$2,812.20	\$2,868.45
2-26-00-230-01	Policing - Requisition Expense	\$42,829.25	\$31,407.00	\$47,144.00	\$47,144.00	\$47,144.00
2-26-00-250-00	Building Inspector	\$250.00	\$255.00	\$260.10	\$265.30	\$270.61
2-26-00-330-00	Weed Inspector	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-51-00-755-00	Contribution to FCSS	\$58,837.12	\$60,013.86	\$61,214.14	\$62,438.42	\$63,687.19
2-53-00-110-00	Medical Clinic Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$217,704.70	\$209,779.96	\$229,084.42	\$232,723.23	\$236,434.81
	TOTAL COMMUNITY SERVICES DEPARTMENT	\$101,911.62	\$91,671.02	\$108,613.30	\$109,842.68	\$111,096.66

Public Works Department
 Four Year Operating Plan
 June 7, 2023

PUBLIC WORKS DEPARTMENT		CURRENT	PLANNED	PLANNED	PLANNED	PLANNED
PUBLIC WORKS REVENUE		102% 2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
1-32-00-560-00	Equipment Rental	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43
1-32-00-590-00	Other Revenues	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43
1-32-00-830-00	Provincial Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-33-00-560-00	Hay Revenue-Airport	-\$1,360.59	-\$1,387.80	-\$1,415.56	-\$1,443.87	-\$1,472.75
1-33-00-561-00	Airport Hangar Lease	-\$800.00	-\$816.00	-\$832.32	-\$848.97	-\$865.95
1-41-00-300-00	Water Inspections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-41-00-410-00	Sale of Water (Bills)	-\$458,103.00	-\$467,265.06	-\$476,610.36	-\$486,142.57	-\$495,865.42
1-41-00-411-00	Sale of Water (Bulk)	-\$6,300.00	-\$6,426.00	-\$6,554.52	-\$6,685.61	-\$6,819.32
1-41-00-590-00	Other Revenue	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43
1-41-00-840-00	Provincial Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-42-00-239-00	Septic Receiving Station	-\$10,900.00	-\$11,118.00	-\$11,340.36	-\$11,567.17	-\$11,798.51
1-42-00-410-00	Sewage Services Fees and Charges	-\$104,400.00	-\$106,488.00	-\$108,617.76	-\$110,790.12	-\$113,005.92
1-42-00-590-00	Other Sewer Revenue	-\$1,100.00	-\$1,122.00	-\$1,144.44	-\$1,167.33	-\$1,190.68
1-42-00-590-01	Flusher Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Prov Cond Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	-\$75,600.00	-\$77,112.00	-\$78,654.24	-\$80,227.32	-\$81,831.87
1-43-00-410-01	Garbage Collection - PELICAN POINT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-44-00-410-00	Recycling Revenue	-\$1,000.00	-\$1,020.00	-\$1,040.40	-\$1,061.21	-\$1,082.43
1-45-00-510-00	Utility Penalty	-\$12,000.00	-\$12,240.00	-\$12,484.80	-\$12,734.50	-\$12,989.19
1-56-00-410-00	Cemetery Revenue	-\$3,500.00	-\$3,570.00	-\$3,641.40	-\$3,714.23	-\$3,788.51
1-56-00-860-00	Contributions from Organizations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-56-00-840-00	Cemetery Prov Cond Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		-\$678,063.59	-\$691,624.86	-\$705,457.36	-\$719,566.51	-\$733,957.84
PUBLIC WORKS EXPENSES						
2-31-00-110-00	Salaries	\$6,007.25	\$6,127.40	\$6,249.94	\$6,374.94	\$6,502.44
2-31-00-110-01	Salaries PW Administration Common Service	\$10,634.83	\$10,847.53	\$11,064.48	\$11,285.77	\$11,511.48
2-31-00-130-40	Employer Cost CPP & Benefits	\$11,211.31	\$11,435.54	\$11,664.25	\$11,897.53	\$12,135.48
2-31-00-130-41	Employer Cost Employment Insurance	\$3,817.46	\$3,893.81	\$3,971.69	\$4,051.12	\$4,132.14
2-31-00-130-43	Employer Cost LAPP	\$17,438.35	\$17,787.12	\$18,142.86	\$18,505.72	\$18,875.83
2-31-00-130-44	Employer Cost - AMSC	\$12,169.07	\$12,412.45	\$12,660.70	\$12,913.91	\$13,172.19
2-31-00-130-45	Workers Compensation Board	\$3,827.74	\$3,904.29	\$3,982.38	\$4,062.03	\$4,143.27
2-31-00-140-00	Course Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-31-00-190-00	Safety Equipment and Clothing	\$5,147.00	\$5,249.94	\$5,354.94	\$5,462.04	\$5,571.28
2-31-00-215-00	Freight, Postage & Phone	\$3,151.00	\$3,214.02	\$3,278.30	\$3,343.87	\$3,410.74
2-31-00-250-00	Repairs and Maintenance	\$2,500.00	\$2,550.00	\$2,601.00	\$2,653.02	\$2,706.08
2-31-00-274-00	Insurance	\$1,997.74	\$2,037.69	\$2,078.45	\$2,120.02	\$2,162.42
2-31-00-510-00	General Supplies	\$3,600.00	\$3,672.00	\$3,745.44	\$3,820.35	\$3,896.76
2-31-00-510-63	Shop Tools	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-31-00-531-00	Gas and Oil	\$150.00	\$153.00	\$156.06	\$159.18	\$162.36
2-31-00-540-50	Campus Energy Power - Shop	\$2,500.00	\$2,550.00	\$2,601.00	\$2,653.02	\$2,706.08
2-31-00-540-51	Access Gas Natural Gas Shop	\$5,600.00	\$5,712.00	\$5,826.24	\$5,942.76	\$6,061.62
2-32-00-110-00	Salaries & Wages	\$63,554.95	\$64,826.05	\$66,122.57	\$67,445.02	\$68,793.92
2-32-00-110-64	Flusher Truck Man Hours	\$645.84	\$658.76	\$671.93	\$685.37	\$699.08
2-32-00-140-00	Public Works Course Fees - Streets	\$3,000.00	\$3,060.00	\$3,121.20	\$3,183.62	\$3,247.30
2-32-00-211-00	Streets Travel & Subsistence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-215-00	Freight, Postage, Phone	\$350.00	\$357.00	\$364.14	\$371.42	\$378.85
2-32-00-250-00	Road & Street Contract w/ Non-Govt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-270-00	Misc. General Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-274-00	Insurance	\$6,626.59	\$6,759.12	\$6,894.30	\$7,032.19	\$7,172.83
2-32-00-510-00	General Goods & Services	\$16,700.00	\$17,034.00	\$17,374.68	\$17,722.17	\$18,076.62
2-32-00-520-00	Equipment, Machines, Parts & Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-520-41	Mobile 401 - IHC 4300	\$1,200.00	\$1,224.00	\$1,248.48	\$1,273.45	\$1,298.92
2-32-00-520-42	Mobile 402 2012 Ford Supercab 1/2 Ton	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-32-00-520-43	Mobile 403 -2013 FORD 550 LANDSCAPER TI	\$500.00	\$510.00	\$520.20	\$530.60	\$541.22
2-32-00-520-44	Mobile 404 - Sander	\$700.00	\$714.00	\$728.28	\$742.85	\$757.70
2-32-00-520-45	Mobile 405 - SWEEPER	\$600.00	\$612.00	\$624.24	\$636.72	\$649.46
2-32-00-520-46	Mobile 406 - JOHN DEERE TC44H WHEEL LO	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-32-00-520-47	Mobile 407 - GRADER J.D. 570 A	\$3,000.00	\$3,060.00	\$3,121.20	\$3,183.62	\$3,247.30
2-32-00-520-48	Mobile 408 - Kubota M60	\$800.00	\$816.00	\$832.32	\$848.97	\$865.95
2-32-00-520-49	Mobile 409 - Ford Sicklemower	\$100.00	\$102.00	\$104.04	\$106.12	\$108.24
2-32-00-520-50	Woods Airport Mower 15 Foot	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-520-51	Lawn Mowers 510-12	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-520-52	Water Pumps 510-12	\$50.00	\$51.00	\$52.02	\$53.06	\$54.12
2-32-00-520-54	Chain Saw	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-32-00-520-55	Mobile 410 - Ford Tandem	\$4,000.00	\$4,080.00	\$4,161.60	\$4,244.83	\$4,329.73
2-32-00-520-56	Mobile 411 - Kubota B 7610 Tractor	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-520-57	Mobile 412 2018 Kubota ZD 1211 Mower	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-520-58	Mobile 413 Steamer	\$500.00	\$510.00	\$520.20	\$530.60	\$541.22
2-32-00-520-60	Mobile 415 - Generator	\$150.00	\$153.00	\$156.06	\$159.18	\$162.36
2-32-00-520-61	Mobile 416 - Woods 720 Mower	\$500.00	\$510.00	\$520.20	\$530.60	\$541.22
2-32-00-520-62	Mobile 417 - 2003 GMC 4 X 4	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-32-00-520-63	Mobile 419 - Husqvarna Mower	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-32-00-520-64	Mobile 420 Flusher Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-32-00-520-65	Mobile 421 Baldor Generator	\$400.00	\$408.00	\$416.16	\$424.48	\$432.97

Public Works Department
Four Year Operating Plan
June 7, 2023

2-32-00-520-66	Mobile 426 Bobcat A770	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-521-41	Fuel - Mobile 401 IHC 4300	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-521-42	Fuel Mobile 402 2012 Ford Supercab 1/2 Ton	\$3,400.00	\$3,468.00	\$3,537.36	\$3,608.11	\$3,680.27
2-32-00-521-43	Fuel - Mobile 403	\$3,200.00	\$3,264.00	\$3,329.28	\$3,395.87	\$3,463.78
2-32-00-521-45	Fuel - Mobile 405	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-32-00-521-46	Fuel - Mobile 406	\$5,000.00	\$5,100.00	\$5,202.00	\$5,306.04	\$5,412.16
2-32-00-521-47	Fuel - Mobile 407	\$6,000.00	\$6,120.00	\$6,242.40	\$6,367.25	\$6,494.59
2-32-00-521-48	Fuel - Mobile 408	\$750.00	\$765.00	\$780.30	\$795.91	\$811.82
2-32-00-521-51	Fuel - Lawn Mowers	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-32-00-521-52	Fuel - Water Pumps	\$600.00	\$612.00	\$624.24	\$636.72	\$649.46
2-32-00-521-53	Fuel - Wacker Packer	\$20.00	\$20.40	\$20.81	\$21.22	\$21.65
2-32-00-521-54	Fuel - Chain Saw	\$50.00	\$51.00	\$52.02	\$53.06	\$54.12
2-32-00-521-55	Fuel - Mobile 410	\$3,300.00	\$3,366.00	\$3,433.32	\$3,501.99	\$3,572.03
2-32-00-521-56	Fuel - Mobile 411 Kubota B 7610 Tractor	\$900.00	\$918.00	\$936.36	\$955.09	\$974.19
2-32-00-521-57	Fuel - Mobile 412 2018 Kubota ZD1211 Mower	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-521-58	Fuel - Mobile 413 Steamer	\$500.00	\$510.00	\$520.20	\$530.60	\$541.22
2-32-00-521-61	Fuel - Mobile 415 Generator	\$700.00	\$714.00	\$728.28	\$742.85	\$757.70
2-32-00-521-62	Fuel - Mobile 417 2003 GMC 4 x 4	\$6,400.00	\$6,528.00	\$6,658.56	\$6,791.73	\$6,927.57
2-32-00-521-63	Fuel - Mobile 419 Husqvarna Mower	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-32-00-521-64	Fuel - Mobile 420 Flusher Truck	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-32-00-521-65	Fuel - Mobile 421 Baldor Generator	\$700.00	\$714.00	\$728.28	\$742.85	\$757.70
2-32-00-521-66	Fuel - Mobile 426 Bobcat A770	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-32-00-530-00	Construction, Maint. Supplies & Repairs	\$13,500.00	\$13,770.00	\$14,045.40	\$14,326.31	\$14,612.83
2-32-00-532-00	Grounds Materials/Trees	\$3,300.00	\$3,366.00	\$3,433.32	\$3,501.99	\$3,572.03
2-32-00-535-00	Sidewalk replacement	\$10,000.00	\$10,200.00	\$10,404.00	\$10,612.08	\$10,824.32
2-32-00-539-00	Dust Control	\$5,400.00	\$5,508.00	\$5,618.16	\$5,730.52	\$5,845.13
2-32-00-540-50	Campus Energy Power	\$63,000.00	\$64,260.00	\$65,545.20	\$66,856.10	\$68,193.23
2-33-00-250-00	Airport Repairs & Maintenance	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-33-00-274-00	Insurance	\$2,871.80	\$2,929.24	\$2,987.82	\$3,047.58	\$3,108.53
2-33-00-520-00	Parts & Supplies	\$1,800.00	\$1,836.00	\$1,872.72	\$1,910.17	\$1,948.38
2-33-00-540-50	Campus Energy Power	\$1,200.00	\$1,224.00	\$1,248.48	\$1,273.45	\$1,298.92
2-37-00-250-00	Storm Sewer - Repairs & Maintenance	\$1,200.00	\$1,224.00	\$1,248.48	\$1,273.45	\$1,298.92
2-41-00-110-00	Salaries & Wages	\$48,565.09	\$49,536.39	\$50,527.12	\$51,537.66	\$52,568.42
2-41-00-140-00	Public Works Course Fees - Water	\$1,510.00	\$1,540.20	\$1,571.00	\$1,602.42	\$1,634.47
2-41-00-211-00	Travel and Subsistence	\$2,000.00	\$2,040.00	\$2,080.80	\$2,122.42	\$2,164.86
2-41-00-215-00	Freight, Postage, Phone	\$2,300.00	\$2,346.00	\$2,392.92	\$2,440.78	\$2,489.59
2-41-00-225-00	Memberships Relating to Water	\$110.00	\$112.20	\$114.44	\$116.73	\$119.07
2-41-00-250-00	Repairs & Maintenance - Treatment	\$32,672.00	\$33,325.44	\$33,991.95	\$34,671.79	\$35,365.22
2-41-00-274-00	Insurance	\$10,504.36	\$10,714.45	\$10,928.74	\$11,147.31	\$11,370.26
2-41-00-350-00	Purchased Bulk Water for Resale	\$334,900.00	\$341,598.00	\$348,429.96	\$355,398.56	\$362,506.53
2-41-00-510-00	General Goods & Supplies	\$10,620.00	\$10,832.40	\$11,049.05	\$11,270.03	\$11,495.43
2-41-00-531-00	Chemicals & Salts Etc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-41-00-831-00	Debt Interest Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-41-00-540-50	Campus Energy Power	\$12,500.00	\$12,750.00	\$13,005.00	\$13,265.10	\$13,530.40
2-41-00-540-51	Water Supply & Distribution Natural Gas	\$7,800.00	\$7,956.00	\$8,115.12	\$8,277.42	\$8,442.97
2-41-00-762-00	Contributed to Capital Functions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-41-00-990-00	Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-42-00-110-00	Salary & Wages	\$28,855.15	\$29,432.25	\$30,020.90	\$30,621.32	\$31,233.74
2-42-00-140-00	Public Works Course Fees - Sewer	\$500.00	\$510.00	\$520.20	\$530.60	\$541.22
2-42-00-211-00	Travel and Subsistence	\$1,200.00	\$1,224.00	\$1,248.48	\$1,273.45	\$1,298.92
2-42-00-215-00	Freight, Postage, Telephone	\$1,300.00	\$1,326.00	\$1,352.52	\$1,379.57	\$1,407.16
2-42-00-225-00	Memberships Relating to Sewer	\$110.00	\$112.20	\$114.44	\$116.73	\$119.07
2-42-00-239-00	Septic Station Repairs & Maintenance	\$1,500.00	\$1,530.00	\$1,560.60	\$1,591.81	\$1,623.65
2-42-00-239-02	Septic Station Supplies	\$200.00	\$204.00	\$208.08	\$212.24	\$216.49
2-42-00-250-00	Repair & Maintenance	\$13,300.00	\$13,566.00	\$13,837.32	\$14,114.07	\$14,396.35
2-42-00-274-00	Insurance	\$4,093.94	\$4,175.82	\$4,259.34	\$4,344.52	\$4,431.41
2-42-00-510-00	General Goods and Supplies	\$11,850.00	\$12,087.00	\$12,328.74	\$12,575.31	\$12,826.82
2-42-00-540-50	Campus Energy Power	\$12,400.00	\$12,648.00	\$12,900.96	\$13,158.98	\$13,422.16
2-42-00-540-51	Access Gas Natural Gas	\$2,800.00	\$2,856.00	\$2,913.12	\$2,971.38	\$3,030.81
2-42-00-990-00	Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-43-00-110-00	Salaries and Wages	\$3,454.88	\$3,523.98	\$3,594.46	\$3,666.35	\$3,739.67
2-43-00-230-00	Garbage Contract	\$65,000.00	\$66,300.00	\$67,626.00	\$68,978.52	\$70,358.09
2-43-00-230-01	Not Used		\$0.00	\$0.00	\$0.00	\$0.00
2-43-00-250-01	Waste Management Authority-Tipping Fees	\$4,200.00	\$4,284.00	\$4,369.68	\$4,457.07	\$4,546.22
2-43-00-525-00	Landfill Monitoring	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-43-00-990-00	Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-44-00-274-00	Recycling Trailer Insurance	\$6.50	\$6.63	\$6.76	\$6.90	\$7.04
2-44-00-290-00	Toxic Roundup	\$7,100.00	\$4,000.00	\$0.00	\$4,080.00	\$0.00
2-44-00-510-00	General Goods and Supplies - Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-44-00-520-59	Recycling Trailer Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-56-00-112-00	Public Works Salaries	\$10,609.98	\$10,822.18	\$11,038.62	\$11,259.40	\$11,484.58
2-56-00-136-00	Cemetery Payroll Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-56-00-230-00	Cemetery - Professional Services	\$183.63	\$187.30	\$191.05	\$194.87	\$198.77
2-56-00-250-00	Cemetery - Repairs & Maintenance	\$700.00	\$714.00	\$728.28	\$742.85	\$757.70
2-56-00-274-00	Cemetery Insurance	\$7.92	\$8.08	\$8.24	\$8.40	\$8.57
2-56-00-520-59	Mobile Unit 412 Cub 725CC Mower	\$300.00	\$306.00	\$312.12	\$318.36	\$324.73

Public Works Department
 Four Year Operating Plan
 June 7, 2023

2-56-00-521-59	Mobile Unit 412 Fuel Cub 725CC Mower	\$300.00	\$306.00	\$312.12	\$318.36	\$324.73	
		\$978,574.38	\$994,903.87	\$1,010,721.94	\$1,035,016.38	\$1,051,555.11	
TOTAL PUBLIC WORKS DEPARTMENT		\$300,510.79	\$303,279.01	\$305,264.59	\$315,449.88	\$317,597.28	

RECREATION DEPARTMENT		CURRENT	PLANNED	PLANNED	PLANNED	PLANNED
RECREATION REVENUE		2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
1-62-00-410-00	Sale of Promotional Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-71-00-410-12	Ball Diamond Revenue	-\$1,270.00	-\$1,295.40	-\$1,321.31	-\$1,347.73	-\$1,374.69
1-71-00-410-20	Skate Sharpening Revenue	-\$300.00	-\$306.00	-\$312.12	-\$318.36	-\$324.73
1-71-00-410-21	Ice Revenue - Minor Hockey	-\$41,510.00	-\$42,340.20	-\$43,187.00	-\$44,050.74	-\$44,931.76
1-71-00-410-22	Ice Revenue - Figure Skating	-\$7,300.00	-\$7,446.00	-\$7,594.92	-\$7,746.82	-\$7,901.75
1-71-00-410-23	Ice Revenue - Senior Hockey	-\$3,000.00	-\$3,060.00	-\$3,121.20	-\$3,183.62	-\$3,247.30
1-71-00-410-24	Ice Revenue - Private Rentals	-\$200.00	-\$204.00	-\$208.08	-\$212.24	-\$216.49
1-71-00-410-25	Ice Revenue - Other	-\$100.00	-\$102.00	-\$104.04	-\$106.12	-\$108.24
1-71-00-410-26	Arena Summer Recreation Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-71-00-410-27	Ice Rental - Fun Hockey	-\$2,300.00	-\$2,346.00	-\$2,392.92	-\$2,440.78	-\$2,489.59
1-71-01-410-21	Minor Hockey - Visitors	-\$700.00	-\$714.00	-\$728.28	-\$742.85	-\$757.70
1-71-01-410-23	Senior Hockey - Visitors	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-71-00-560-01	Building Space Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-71-00-590-20	Other Revenues	-\$3,000.00	-\$3,060.00	-\$3,121.20	-\$3,183.62	-\$3,247.30
1-71-00-840-00	Provincial Conditional Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1-71-00-850-00	Conditional Grants from Other Local Govt	-\$33,660.00	-\$33,660.00	-\$34,333.20	-\$35,019.86	-\$35,720.26
1-72-00-400-00	Parks Revenue	-\$4,700.00	-\$4,794.00	-\$4,889.88	-\$4,987.68	-\$5,087.43
1-72-00-860-00	Grants - Other Organizations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		-\$97,380.00	-\$99,327.60	-\$101,314.15	-\$103,340.44	-\$105,407.24
RECREATION EXPENSES						
2-62-00-215-00	Freight, Postage, Telephone	\$1,200.00	\$1,224.00	\$1,248.48	\$1,273.45	\$1,298.92
2-62-00-220-00	Tourism - Advertising	\$1,800.00	\$1,836.00	\$1,872.72	\$1,910.17	\$1,948.38
2-62-00-274-00	Tourist Information Centre Insurance	\$316.10	\$322.42	\$328.87	\$335.45	\$342.16
2-62-00-250-00	Tourism Repairs & Maintenance	\$3,200.00	\$3,264.00	\$3,329.28	\$3,395.87	\$3,463.78
2-62-00-510-00	General Goods and Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-71-00-110-00	Administration Salaries & Wages	\$17,873.86	\$18,231.34	\$18,595.96	\$18,967.88	\$19,347.24
2-71-00-110-20	Salaries & Wages	\$61,873.14	\$63,110.60	\$64,372.81	\$65,660.27	\$66,973.48
2-71-00-130-00	Employee Benefits & EI CPP Expense	\$13,579.10	\$13,850.68	\$14,127.70	\$14,410.25	\$14,698.45
2-71-00-140-00	Recreation Training	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-71-00-151-00	Fees & Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-71-00-211-00	Travel & Subsistence	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-71-00-215-20	Freight, Postage & Telephone - Arena	\$2,200.00	\$2,244.00	\$2,288.88	\$2,334.66	\$2,381.35
2-71-00-220-00	Advertising	\$300.00	\$306.00	\$312.12	\$318.36	\$324.73
2-71-00-225-00	Membership Fee	\$210.00	\$214.20	\$218.48	\$222.85	\$227.31
2-71-00-230-20	Recreation-Special Services	\$550.00	\$561.00	\$572.22	\$583.66	\$595.34
2-71-00-230-22	Recreation - Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-71-00-250-12	Ball Diamond Repairs & Maintenance	\$3,000.00	\$3,060.00	\$3,121.20	\$3,183.62	\$3,247.30
2-71-00-250-20	Repairs & Maintenance - Arena	\$40,676.00	\$41,489.52	\$42,319.31	\$43,165.70	\$44,029.01
2-71-00-274-20	Insurance	\$14,443.60	\$14,732.47	\$15,027.12	\$15,327.66	\$15,634.22
2-71-00-510-12	Ball Diamond Supplies	\$1,000.00	\$1,020.00	\$1,040.40	\$1,061.21	\$1,082.43
2-71-00-510-20	Supplies - Arena	\$12,000.00	\$12,240.00	\$12,484.80	\$12,734.50	\$12,989.19
2-71-00-540-50	Campus Energy Power	\$30,000.00	\$30,600.00	\$31,212.00	\$31,836.24	\$32,472.96
2-71-00-540-51	Recreational Natural Gas	\$17,000.00	\$17,340.00	\$17,686.80	\$18,040.54	\$18,401.35
2-72-00-110-00	Salaries & Wages - Parks	\$35,964.66	\$36,683.95	\$37,417.63	\$38,165.98	\$38,929.30
2-72-00-111-11	Salaries & Wages - Parks S.T.E.P.	\$9,600.00	\$9,792.00	\$9,987.84	\$10,187.60	\$10,391.35
2-72-00-250-00	Parks Repairs & Maintenance	\$7,500.00	\$7,650.00	\$7,803.00	\$7,959.06	\$8,118.24
2-72-00-274-00	Insurance	\$622.14	\$634.58	\$647.27	\$660.22	\$673.42
2-72-00-510-00	General Goods & Supplies	\$8,750.00	\$8,925.00	\$9,103.50	\$9,285.57	\$9,471.28
2-72-00-540-50	Campus Energy Power - Heritage Park	\$1,300.00	\$1,326.00	\$1,352.52	\$1,379.57	\$1,407.16
2-72-00-770-00	Grants to Organizations - Beautification Commi	\$18,000.00	\$18,360.00	\$18,727.20	\$19,101.74	\$19,483.78
2-74-00-110-00	Community Centre - Wages	\$1,959.05	\$1,998.23	\$2,038.20	\$2,078.96	\$2,120.54
2-74-00-215-01	Community Centre - Xplornet & Static IP	\$2,500.00	\$2,550.00	\$2,601.00	\$2,653.02	\$2,706.08
2-74-00-230-00	Community Centre-Special Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-74-00-250-00	Community Centre - Repairs & Maintenance	\$12,943.00	\$13,201.86	\$13,465.90	\$13,735.22	\$14,009.92
2-74-00-274-00	Community Centre - Insurance	\$7,207.98	\$7,352.14	\$7,499.18	\$7,649.17	\$7,802.15
2-74-00-510-01	Community Centre - Supplies	\$100.00	\$102.00	\$104.04	\$106.12	\$108.24
2-74-00-540-50	Campus Energy Power Community Hall Town S	\$8,500.00	\$8,670.00	\$8,843.40	\$9,020.27	\$9,200.67
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	\$6,000.00	\$6,120.00	\$6,242.40	\$6,367.25	\$6,494.59
2-74-01-540-50	Campus Energy Power - Community Centre 1/2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-74-01-770-00	Library Contribution	\$15,624.00	\$15,936.48	\$16,255.21	\$16,580.31	\$16,911.92
2-74-10-110-00	Museum Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2-74-10-274-00	Museum - Insurance	\$1,737.39	\$1,772.14	\$1,807.58	\$1,843.73	\$1,880.61
2-74-10-250-00	Museum - Repairs & Maintenance	\$300.00	\$306.00	\$312.12	\$318.36	\$324.73
		\$361,830.02	\$369,066.62	\$376,447.95	\$383,976.91	\$391,656.45
TOTAL RECREATION DEPARTMENT		\$264,450.02	\$269,739.02	\$275,133.80	\$280,636.48	\$286,249.21

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	June 7, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Municipal Sustainability Initiative Capital Application – Lease Building Roof

Background/Proposal:

We have received notification that the Lease building roof does not qualify for the MSI Capital Grant.

1. We now have \$38,000 available for another qualifying project.
2. Lease Building Roof – We require funds to proceed with the repair.

Discussion/Options/Benefits/Disadvantages:

A recommendation for additional funds would be to increase the areas we are paving. We could increase paving project from \$ 68, 765.00 to \$106,765.00. The past water breaks, have increased the areas that paving is required, in addition to some longstanding problem areas.

Another recommendation could be to replace windows at the fire hall.

The Lease Building Roof – We could access Unrestricted surplus and arrange the repair, or leave it incomplete.

Costs/Source of Funding (if applicable)

Municipal Sustainability Initiative Capital Grant Funding
Unrestricted Surplus

Applicable Legislation:

MGA – 242-246, 248.1 Operating and Capital Budgets

Recommended Action:

Administration recommends the following motions:

MOVED BY _____ to approve an additional \$38,000 for 2023 paving projects from Municipal Sustainability Initiative Capital Grant program to repair damaged areas from water breaks.

MOVED BY _____ to approve \$38,000.00 from Unrestricted surplus to complete the repair to the lease building roof; located behind the Firehall Museum.

Community Engagement Consideration:

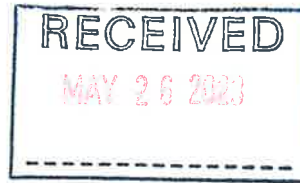
Administration is willing to proceed upon council request.

Approved: yes /no Motion # _____
Account Code: _____

Discussion Result:

Additional research Requested:

7.5



Mayor and Council
Town of Bashaw
5011 52 Avenue
Box 510
Bashaw, AB T0B 0H0

Dear Mayor McDonald and Council

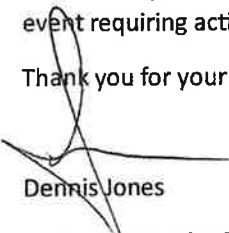
This letter is to formally request that the Town of Bashaw enter into a memorandum of understanding (MOU) with the Province of Alberta, Alberta Emergency Management Agency (AEMA), Central Region All Hazards Incident Management Team (CRAHIMT) and allow myself to join CRAHIMT. This document has been provided to Town Administration.

In confirmation with our AEMA Field Officer, John Lamb, there is no financial obligation to participate in a Regional IMT. All that is required is for the primary employer (the Town of Bashaw) to allow the volunteer (myself) to participate. Training money is provided through the CGA from AEMA, and the team equipment is drawn primarily from Red Deer County ATT. Individual equipment is a personal responsibility (deployment bag/kit which I have in place).

Even with your approval to allow myself to participate, in the event I am called upon to deploy to assist another municipality in their IMT (incident management team), the Town still has first right of refusal should be felt that I am needed more in our municipality.

How does this benefit the Town of Bashaw? This opportunity allows myself to gain skills, training and experience assisting other municipalities during a disaster or event requiring activation of a Regional IMT. It allows myself to network with other emergency management professionals, municipalities, the Provincial Emergency Coordination Center (formally known as the Provincial Operations Centre) and to be able to bring back these skills, training, knowledge, network to our Town should we have a disaster or event requiring activation of our emergency resources.

Thank you for your consideration in this matter.



Dennis Jones

Assistant Fire Chief & DDEM

Town of Bashaw

Mobile 403-304-5367

From: John Lamb <John.Lamb@gov.ab.ca>
Sent: Wednesday, May 17, 2023 8:35 AM
To: Dennis Jones <DJONESPFD26@hotmail.com>; ! CAO <CAO@TOWNOFBASHAW.COM>
Subject: RE: Town of Bashaw May 17 council meeting

Hi Folks...sorry for slow response! This is what I have learned so far...hope it helps.

“There is no financial obligation to participating in a Regional AHIMT. All that is required is for the primary employer to agree to allow the volunteer to participate. Training money is provided through the CGA from AEMA, and team equipment is drawn primarily from Red Deer County ATT. Individual equipment is a personal responsibility.

All that Bashaw has to do is agree to let Dennis Jones participate, and Bashaw will still have right of first refusal is Dennis Jones is requested to deploy.”

Brian also recommended calling or contacting Dave Brand (CRAHIMT) for more information.

Dave Brand at:
403-598-1760 or cbrand@rdcounty.ca

Thanks John

John Lamb
Field Officer – East Central Region
Alberta Emergency Management Agency
Ministry of Public Safety and Emergency Services
AFSC Building, 4910-52 Street
Camrose AB T4V 2V4
T. 1-866-618-2362 (PECC for emergencies & after hours)
C. 587-322-6481
E. john.lamb@gov.ab.ca

Alberta Emergency Alert: Stop. Listen. Respond.
Follow us on Twitter: [@AB_EmergAlert](https://twitter.com/AB_EmergAlert)
www.emergencyalert.alberta.ca

The logo for the province of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small square symbol to the right.

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MEMORANDUM OF UNDERSTANDING
CENTRAL REGION ALL-HAZARDS INCIDENT MANAGEMENT TEAM
SUPPORTING JURISDICTION MEMBERSHIP

This Memorandum of Understanding ("MOU") is entered into on this ____ day of _____, 20__, between Red Deer County, the Lead Jurisdiction for the Central Region All-Hazards Incident Management Team ("CRAHIMT") and _____ ("Supporting Jurisdiction").

As parties to this Agreement, the Supporting Jurisdiction and Red Deer County agree that:

1. The Province of Alberta has supported the development of regional All-Hazards Incident Management Teams to promote an all-hazards approach to managing emergencies or disasters or supporting a Local Authority with personnel trained and qualified in the Incident Command System (ICS) and specific ICS positions.
2. The Supporting Jurisdiction wishes to provide personnel and/or resources join the Central Region All-Hazards Incident Management Team ("CRAHIMT").
3. CRAHIMT provides support to an Incident Commander by performing ICS functions as required based on the incident kind, type and complexity with an emphasis on working together to implement and achieve the command and management objectives at a major emergency or disaster.
4. The membership of CRAHIMT needs to be multiagency, multidiscipline, and regional in nature; therefore, its membership will be drawn from Central Alberta municipalities, agencies and other Supporting Jurisdictions.
5. There is designated provincial funding for CRAHIMT training which will be used to reimburse member travel expenses and to purchase equipment, materials, and supplies for CRAHIMT training purposes, subject to funding availability.
6. Personnel salary/wage and costs associated with the use of agency resources to attend CRAHIMT training are borne by the member's Supporting Jurisdiction.

MEMORANDUM OF UNDERSTANDING
CENTRAL REGION ALL-HAZARDS INCIDENT MANAGEMENT TEAM
SUPPORTING JURISDICTION MEMBERSHIP

7. Supporting Jurisdiction(s) may submit expenses associated with CRAHIMT deployment to the Requesting Jurisdiction through the Lead Jurisdiction in accordance with mutual aid agreements, deployment tasking documents, or other fee schedules. However, Supporting Jurisdiction(s) reimbursement is subject to the Lead Jurisdiction receiving reimbursement funds from the Requesting Jurisdiction. Therefore, the Lead Jurisdiction cannot provide any guarantees for the reimbursement of deployment expenses.
8. CRAHIMT shall typically provide support to Incident/Unified Command; responsibility and liability for incident command and management remains with the Requesting Jurisdiction.
9. CRAHIMT will not take over incident command and management from the Requesting Jurisdiction unless CRAHIMT receives an Assignment of Authority (AOA) from the Requesting Jurisdiction.
10. The Lead Jurisdiction will establish and maintain a multiagency, multidisciplinary CRAHIMT Advisory Committee comprised of members of the Lead Jurisdiction and Supporting Jurisdictions; the Advisory Committee shall ensure that qualified individuals comprise the CRAHIMT membership and shall approve the CRAHIMT Standard Operating Procedures.
11. Red Deer County, as the Lead Jurisdiction for CRAHIMT, shall provide coordination, administrative, and logistical support, including development and maintenance of the CRAHIMT Standard Operating Procedures.
12. Red Deer County, as the Lead Jurisdiction, shall receive requests to deploy CRAHIMT and will request member personnel from the Supporting Jurisdiction to support deployment as required.

**MEMORANDUM OF UNDERSTANDING
CENTRAL REGION ALL-HAZARDS INCIDENT MANAGEMENT TEAM
SUPPORTING JURISDICTION MEMBERSHIP**

The Parties to this MOU, in consideration of the premises set forth above, agree and consent that they will cooperate, support, collaborate, administer, perform, and otherwise work together in developing and deploying the Central Region All-Hazards Incident Management Team (CRAHIMT).

Supporting Jurisdiction

Printed Name

Signature

Date

Lead Jurisdiction, Central Region AHIMT

Printed Name

Signature

Date

LETTER OF COMMITMENT
CENTRAL ALBERTA ALL-HAZARDS INCIDENT MANAGEMENT TEAM

As required by the Central Region All-Hazards Incident Management Team as a condition of ongoing and active membership, I, _____ (Member) and I, _____ (Supporting Jurisdiction Signing Authority), on behalf of _____ (Supporting Jurisdiction) hereby agree to the following Central Region AHIMT Member requirements.

1. Member will adhere to the Policies and Procedures set forth by the Central Region All-Hazards Incident Management Team (CRAHIMT) Advisory Committee.
2. Member will attend and successfully complete, or hold certificates in, the following training:
 - a. ICS I-100, I-200 & I-300;
 - b. AEMA Basic Emergency Management;
 - c. ICS Command and General Staff Functions; and
 - d. Position-specific training, as required.
3. Member will maintain the following:
 - a. Minimum sixteen (16) hours of annual CRAHIMT-approved continuing education; and
 - b. Active Position Task Books (PTB's) that summarize the Member's involvement in training, exercises, incidents and deployments.
4. Member and Supporting Jurisdiction will maintain the ability for applicant to respond, when activated, for exercises or deployment within a reasonable time frame, or as otherwise dictated by the Central Region AHIMT Standard Operating Procedures. This ability must be maintained whether the Member is at work or on time off. However, should operational needs of the Member and Supporting Jurisdiction be in conflict with this commitment, the operational requirements will be given priority over CRAHIMT training or deployments.
5. Member will attend and participate in activation drills, whether deployed or not, for readiness assessment.
6. Member will attend and participate in CRAHIMT training activities consisting of initial and continuing education training. Training schedules will be communicated in advance so both the Member and the Supporting Jurisdiction may make appropriate arrangements.
7. Supporting Jurisdiction will agree to provide Worker's Compensation Benefit (WCB) coverage for the Member during any and all training, deployment, drills, and/or exercises.
8. Member and Supporting Jurisdiction understand that the Member may be deployed for a period of up to ten (10) days. Length of deployment will depend on incident type, but Supporting Jurisdiction must anticipate the maximum duration.
9. Member will not be entitled to overtime pay, other than that normally allowed by the Supporting Jurisdiction, while participating in any training, deployment, drill, and/or exercise sponsored through the CRAHIMT.

**LETTER OF COMMITMENT
CENTRAL ALBERTA ALL-HAZARDS INCIDENT MANAGEMENT TEAM**

10. The Supporting Jurisdiction agrees that the Member will not suffer any loss of pay, rank, leave time, or opportunity while participating in any training, deployment, drill, and/or exercise sponsored through the CRAHIMT.
11. Member and Supporting Jurisdiction hereby indemnify the Province of Alberta, Red Deer County, the Central Region AHIMT Advisory Committee, and all sponsoring agencies from any and all claims suffered by the Supporting Jurisdiction or their employee(s) during any training, deployment, and/or exercise sponsored by/through the AHIMT program. The indemnification commitment does not apply and specifically excludes claims arising from any negligent actions of the Province of Alberta, Red Deer County, the Central Region AHIMT Advisory Committee, sponsoring agencies or any entity the CRAHIMT is working in conjunction with or on behalf of during any of the above stated activities.
12. CRAHIMT membership is voluntary; as such, the Member and/or Supporting Jurisdiction will receive no direct compensation from the Province of Alberta or the CRAHIMT for participation in training, exercises or drills. The Member or Supporting Jurisdiction may submit a request for reimbursement of out of pocket expenses associated with attendance at training events, drills, or exercises, which may be reimbursed based upon the availability of CRAHIMT training program funds.
13. The Member will be granted time off, or equivalent, for the duration of the training, deployment, drill or exercise. The Supporting Jurisdiction may submit requests for reimbursement for deployment expenses, which CRAHIMT will forward to the Requesting Jurisdiction. CRAHIMT shall forward applicable reimbursements to the Supporting Jurisdiction within a reasonable time after receipt.
14. Member and Supporting Jurisdiction understand that the initial CRAHIMT membership commitment period will be two (2) years in length. Commitments will be renewed annually upon mutual agreement of both the Member and the CRAHIMT Advisory Committee on or before 30 September.
15. Member or Supporting Jurisdiction may terminate membership with the CRAHIMT by providing written notice to the CRAHIMT Lead Jurisdiction at the following address:

Red Deer County
38106 Range Road 275
Red Deer County, AB T4S 2L9

Supporting Jurisdiction Signing Authority

Printed Name

Signature

Date

Member

Printed Name

Signature

Date

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	June 7, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.6 2023 Public Auction – Approve Date/time & Terms and Conditions of Sale

Background/Proposal:

The terms and conditions of sale are attached for council consideration. These would be applicable for the upcoming Public Auction of unpaid Tax Recovery properties.

Council is required to establish a reserve bid that is “as close as reasonably possible to the market value” of each parcel.

Roll Number	Address	Legal Land	Assessed Value	Property Description
001221	5033 – 52 Avenue, Bashaw, AB	Lot 21-22, Block 12, Plan 2627 AC	\$ 147,720.00	Residential property
004812	5328 – 55 Avenue, Bashaw, AB	Lot 12, Block 48, Plan 802 0160	\$ 41,140.00	Vacant Land - Residential Property
005010	5213 – 55 Avenue, Bashaw, AB	Lot 10, Block 50, 802 0160	\$ 44,090.00	Vacant Land – Residential Property

Determine Reserve Bid for each property by motion.

Date/Time – Council is required to set the date and time of the public auction; sometime between September 15, 2023 and November 15, 2023.

Tax Recovery Costs – It is recommended to pass a resolution approving the adding of all tax recovery costs to the relevant rolls.

Discussion/Options/Benefits/Disadvantages:

The property owner will continue to have the ability to bring their account out of recovery status by full payment right until the public auction date.

Costs/Source of Funding (if applicable)

No funding required; any costs are applied to the tax rolls.

Applicable Legislation:

MGA – Section 419 – Reserve bid and conditions of sale.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion(s):

MOVED BY _____ to approve the Terms and Conditions of Sale for the 2023 Public Auction as presented within the June 7, 2023, Council agenda package.

MOVED BY _____ to approve reserve bid for roll number 001221, located at; Lot 21-22, Block 12, Plan 2627 AC for the amount of _____.

MOVED BY _____ to approve reserve bid for roll number 004812, located at; Lot 12, Block 48, Plan 802 0160 for the amount of _____.

MOVED BY _____ to approve reserve bid for roll number 005010, located at; Lot 10, Block 50, Plan 802 0160 for the amount of _____.

MOVED BY _____ to approve _____ as the date and time for the 2023 Public Auction.

MOVED BY _____ that pursuant to 553(1)(f) Municipal Government Act, the addition of all tax recovery costs to the relevant rolls is hereby approved.

Discussion Result:

Additional research Requested:

2023 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.