



**REGULAR MEETING OF COUNCIL
A G E N D A**

**Wednesday, September 14, 2022 @ 6:00 pm.
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. PUBLIC HEARING
3. ADDITIONS & AGENDA APPROVAL
4. MINUTES
 - 4.1 Minutes of the August 22, 2022, Regular Meeting of Council
 - 4.2 Minutes of the August 29, 2022, Special Meeting of Council
 - 4.3 Minutes of the August 30, 2022, Special Meeting of Council
5. DELEGATIONS
 - 5.1 Vertical Showcase on Multiview electronic newsletter – Stuart Hoffman
6. BYLAWS
 - 6.1 Bylaw 814 – 2022 – Land Use Bylaw Amendment
7. NEW & UNFINISHED BUSINESS
 - 7.1 Resident Noise Concern Letter
 - 7.2 Water Treatment Plant – Pump Upgrade
 - 7.3 Resident Letter – Items taken from property during spring clean up
 - 7.4 Regional Flush Truck Update
 - 7.5 August 31, 2022 – Balance Variance Report
 - 7.6 Town of Bashaw Monthly Statement – August 31, 2022
 - 7.7 Asset Management Training Opportunity
 - 7.8 Atco Franchise Fee
8. COMMITTEE & STAFF REPORTS
 - 8.1 Committee Reports
 - a. Mayor McDonald
 - b. Deputy Mayor Gust
 - c. Councillor Northey
 - d. Councillor Orom
 - e. Councillor McIntosh
 - 8.2 Staff Reports
 - a. Foreman Report
 - b. CAO Report
9. CORRESPONDENCE
 - 9.1 None
10. CLOSED MEETING OF COUNCIL

11. NEXT MEETING: Discuss meeting dates for October.

12. ADJOURNMENT



**REGULAR MEETING OF COUNCIL
MINUTES**

Monday, August 22, 2022 @ 6:00 pm.

Blended Meeting: Community Hall Small Room & Zoom Electronic Conference

In Person: CAO Fuller (5:30 pm), Mayor McDonald (5:30 pm), Deputy Mayor Gust (5:48 pm), Councillor McIntosh (5:30 pm), Councillor Orom (5:30 pm), Councillor Northey (5:30 pm) and Foreman Taylor (5:30 pm)

Zoom Connection: No press present.

Public Zoom: Grant Woods, Lisa Turcotte

Recording Secretary: Loretta Paget (5:45 pm)

Absent: None

Press: None

Public: Mervin & Carol Gerber (6:00 pm), Carlos Siguenza (5:55 pm), Alyssa Smith (5:55 pm), Al Johnson (5:55 pm), Darren Pearson (5:55 pm), Rick and Anita Salter (6:02pm)

1. CALL TO ORDER by Mayor McDonald at 6:06 pm.

2. PUBLIC HEARING – None.

3. ADDITIONS & AGENDA APPROVAL

MOVED by Deputy Mayor Gust to approve the August 22, 2022, Regular Meeting of Council Agenda with the removal of 5.1 – Vertical Showcase on Multiview Electronic Newsletter.

MOTION #175-2022

CARRIED.

4. MINUTES

4.1 Minutes of the August 8, 2022, Regular Meeting of Council

MOVED by Councillor Orom to approve the minutes of August 8, 2022, Regular Meeting of Council.

MOTION #176-2022

CARRIED

5. DELEGATIONS - None

6. BYLAWS - None

7. NEW & UNFINISHED BUSINESS

7.1 Fence Encroachment Request

MOVED by Deputy Mayor Gust to deny the Fence Encroachment request from Carlos Siguenza for the 5135-52 Avenue, Bashaw; west side of the property.

MOTION #179-2022

CARRIED

MOVED by Deputy Mayor Gust to have property owner provide a Real Property Report from an Alberta Surveyor within a month. If the fence turns out to be encroaching onto Town land, then the fence will have to be removed by Mr. Siguenza.

MOTION #180-2022

CARRIED

7.2 Development Application 2022 – 8 – Direct Control Zone

MOVED by Councillor Northey to direct administration to meet with Merv Gerber to discuss the details of road closure and purchasing a portion of the untitled roadway adjacent to Lot 1, Block 11, Plan 429 HW; obtain written confirmation of his intention to proceed.

MOTION #181-2022

CARRIED

C. Siguenza stood up to leave, and disrupted the meeting with comments, and was called to order by Mayor McDonald. C. Siguenza refused and Mayor McDonald asked him to leave. Mayor McDonald asked CAO Fuller to call the police.

Carlos Siguenza, Alissa Smith, Al Johnson, Rick & Anita Salter all left the meeting @ 6:35 pm. Merv and Carol Gerber left the meeting shortly after.

7.3 Town of Bashaw July 31, 2022, Monthly Statement

MOVED by Councillor McIntosh to approve the July 31, 2022, Town of Bashaw Monthly Statement.

MOTION #182-2022

CARRIED

7.4 Voyent Alert Information

MOVED by Councillor McIntosh to direct administration to proceed with enrolling in Voyent Alert at a cost of \$2400.00 per year.

MOTION #183-2022

CARRIED.

7.5 Arena & Recreation Facility Use and Allocation Policy 24.10 Revision

MOVED by Councillor Northey to approve the amendment of the Arena & Recreation Facility Use and Allocation Policy 24.10 as presented on August 22, 2022.

MOTION #184-2022

CARRIED.

7.6 Strategic Plan Review & next steps

MOVED by Councillor McIntosh to direct administration to generate a survey for the public with respect to the current Strategic Plan, to obtain feedback on the document.

MOTION #185-2022

CARRIED.

8. COMMITTEE & STAFF REPORTS

8.1 Committee Reports

- a. Mayor McDonald – met with MP Damien Kurek prior to this Council meeting
- b. Deputy Mayor Gust – met with MP Damien Kurek prior to this Council meeting. Volunteered at Bashaw Municipal Campground painting out buildings.
- c. Councillor Northey – met with MP Damien Kurek prior to this Council meeting. Volunteered at the Ag grounds.
- d. Councillor Orom – met with MP Damien Kurek prior to this Council meeting. Nothing additional to report.
- e. Councillor McIntosh – met with MP Damien Kurek prior to this Council meeting

8.2 Staff Reports

- a. Foreman Report – see attached.
- b. CAO Report– see attached.

MOVED by Councillor McIntosh to accept August 22, 2022, Council and Staff reports as information.
MOTION #186-2022 CARRIED.

9. CORRESPONDENCE

- 9.1 RCMP Staffing Bashaw Detachment Commander/Supervisor – Opportunity to participate in selection at our cost.

Council discussed the hiring process, they would like to ensure that community policing aspects were addressed and included as a component of the Detachment Commander.

MOVED by Councillor McIntosh to accept the August 22, 2022, Correspondence as information.
MOTION #187-2022 CARRIED

Darren Pearson left meeting @ 7:23 pm

MOVED by Councillor Orom to move into Closed Meeting of Council for item 10.1 – Resident Submission– FOIP Section 27 at 7:25 pm
MOTION #188-2022 CARRIED

Foreman Patrick Taylor and Recording Secretary Loretta Paget left meeting at 7:25 pm.

10. CLOSED MEETING OF COUNCIL –

- 10.1 Legal – Resident Submission – FOIP Section 27

MOVED by Councillor McIntosh to move out of Closed Meeting of Council for item 10.1 – Resident Submission– FOIP Section 27 at 8:13 pm
MOTION #189-2022 CARRIED

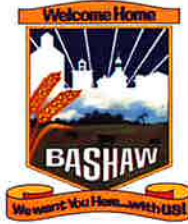
11. NEXT MEETING:

MOVED by Councillor Northey to approve the next Regular Meeting of Bashaw Town Council for Wednesday, September 14, 2022 at 6:00 pm.
MOTION #190-2022 CARRIED

12. ADJOURNMENT – Deputy Mayor Gust at 8:18 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



**SPECIAL MEETING OF COUNCIL
MINUTES
Monday, August 29, 2022 @ 7:00 pm.
Council Chambers**

In Person: CAO Fuller (6:45 pm), Mayor McDonald (6:45 pm), Deputy Mayor Gust (6:45 pm), Councillor McIntosh (6:45 pm), Councillor Orom (6:45 pm), Councillor Northey (6:45 pm)

1. CALL TO ORDER by Mayor McDonald at 7:00 pm.

2. PUBLIC HEARING – None.

3. ADDITIONS & AGENDA APPROVAL

MOVED by Councillor Northey to approve the August 29, 2022, Special Meeting of Council Agenda as presented

MOTION #191-2022

CARRIED.

MOVED by Councillor Orom to move into Closed Meeting of Council for item 4.1 Legal – Development Permit 2022 – 1 – FOIP Section 27 at 7:01 pm.

MOTION #192-2022

CARRIED

4. CLOSED MEETING OF COUNCIL

MOVED by Councillor McIntosh to move out of Closed Meeting of Council for item 4.1 Legal – Development Permit 2022 – 1 – FOIP Section 27 at 8:17 pm.

MOTION #193-2022

CARRIED

5. NEXT MEETING: September 14, 2022 – 6:00 pm, Regular Meeting of Council

6. ADJOURNMENT – Councillor Jackie Northey at 8:17 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



**SPECIAL MEETING OF COUNCIL
MINUTES
Tuesday, August 30, 2022 @ 6:00 pm.
COUNCIL CHAMBERS & ZOOM**

In Person: CAO Fuller (5:30 pm), Mayor McDonald (5:30 pm), Deputy Mayor Gust (5:48 pm), Councillor McIntosh (5:45 pm), Councillor Orom (5:45 pm), Councillor Northey (5:53 pm) and Liz Armitage Vicinia Planning & Engagement (5:30 pm)

Public Zoom: Alvin, Clownfish McGee, Dakota, Dawn Mucciarone, Grant Woods, James Carpenter, Kenzie Mucciarone, and Lisa Turcotte (connected with two devices)

Recording Secretary: CAO Fuller

Absent: None

Press: Stu Salkeld – East Central Review

Public: Ty Wilson (5:55 pm), Bobby Hunker (5:56 pm), Wayne Moonias (5:57 pm), Lisa Turcotte (5:57 pm, left and connected by Zoom), Shelley Boileau (5:57 pm), Lucy Smolcic (6:00pm), Hazel C. Brooks (5:57 pm), Jan Wells (5:57 pm), Mariya Smolcic (6:00 pm), Dr. Tony Mucciarone (6:00 pm) and Sergeant Bruce Holiday (6:10 pm).

1. CALL TO ORDER by Mayor McDonald at 6:00 pm.
2. PUBLIC HEARING – None.
3. ADDITIONS & AGENDA APPROVAL

MOVED by Councillor Northey to approve the August 30, 2022, Special Meeting of Council Agenda as presented.

MOTION #194-2022

CARRIED.

4. NEW & UNFINISHED BUSINESS

4.1 Development Permit 2022 – 1 – Review the Business Development report generated by Administration and Vicinia Planning & Engagement.

CAO Fuller presented the first portion of the report. Liz Armitage from Vicinia Planning & Engagement presented the Application Analysis of Development Permit 2022 – 1.

MOVED by Councillor McIntosh that Council refuse Development Permit 2022 -1 for the following reasons:

1. The applicant has not provided a clear understanding of what is proposed to occur in the facility and how the various uses will be safely accommodated within the building/site.
2. The applicant has not provided an on-site safety plan and off-site safety plan prepared by a qualified professional which was requested pursuant to section 12.4(4) of the Land Use Bylaw.
3. The applicant has not provided an Environmental Public Health review which was requested pursuant to section 12.14(4) of the Land Use Bylaw.

4. The proposed location directly adjacent to the residential community and in close proximity to the local school would unduly impact the use and enjoyment of the adjacent properties.
5. The size and scope of the facility exceeds what is typical of facilities of this nature.
6. Based on the information provided the proposed development would materially interfere with or affect the use, enjoyment or value of neighboring parcels of land (MGA section 640(6)(ii) and Land Use Bylaw 4.3(4)).

Councillor McIntosh called for a recorded vote on the motion.

Mayor Rob McDonald – Voted In Favour
Councillor Jackie Northey – Voted In Favour
Councillor Orom – Voted in Favour

Deputy Mayor Bryan Gust – Voted In Favour
Councillor Kyle McIntosh – Voted In Favour

MOTION #195-2022

CARRIED UNANIMOUSLY

Mayor McDonald signed the Refusal application 2022 – 1.

5. NEXT MEETING: September 14, 2022 – 6:00 pm, Regular Meeting of Council

6. ADJOURNMENT – Councillor McIntosh at 6:32 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	6.1 Bylaw 814 – 2022 Land Use Bylaw Amendment

Background/Proposal:

Doug and Mary Jane Heck have requested the Land Use Bylaw be amended. They have generated the application and paid the applicable fee.

Currently, they have two sheds placed on the rear property line and would like to replace them with an 8 ft by 40 ft sea-can. The previous two sheds were too small (to require a development permit) or were placed prior to the current bylaw.

In the Central Commercial District, the rear setback requirement is 6 meters, and the Land Use bylaw amendment proposes to eliminate the setback. A variance cannot be granted, due to the amount of variance, and part 8.1.(11) obligates applicants to meet setback requirements within the district for accessory buildings over 10 square meters.

Discussion/Options/Benefits/Disadvantages:

Advantages: Allows more flexibility within the lot layout.

Disadvantages: Buildings set on property line can have runoff, snow shed onto adjacent properties which does not comply with regulations to ensure runoff/snow shed doesn't cross property lines. Structures set on a property line, especially without a lane, mean you need permission from the adjacent landowner to access the side of the structure on the property for maintenance. Setbacks are measured from the foundation, so any overhang of a structure would encroach onto adjacent lands if the structure is actually placed at property line.

Zero meter lot lines are common in some commercial and industrial districts and the disadvantages listed above can be mitigated through other aspects of the Land Use Bylaw, the Alberta Building Code and access agreements for maintenance. The other reason for the 6 m setback is often to ensure that there are adequate parking facilities and that the entire lot is not covered in buildings. the Land Use Bylaw address these issues through the parking regulations and;

Even if a structure is placed on property line, you can require that there is no overhang, that the building be designed so water/snow fall onto the property and is directed away from adjacent lands. One reason for setbacks if for fire separation, but this will be address through the Alberta Building Code and related regulations which will establish the types of materials needed when constructing on the property line (e.g.: cement/metal vs. wood).

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

Costs/Source of Funding (if applicable)

Fee for service, applicant has provided payment.

Applicable Legislation:

Land Use Bylaw – 780 – 2018, 12.9, Subsection 3, Minimum Rear yard setback requirements.
8.1 Accessory Buildings and uses, subsection 11, Accessory building over 10 square meters is required to meet setback requirements for the district it is located.

Community Engagement Consideration:

Not Applicable.

Recommended Action:

If Council agrees proceed with first reading of Bylaw 814 – 2022.

MOVED BY _____ to approve first reading of Bylaw 814 – 2022 on
September 14, 2022, at the regular meeting of Bashaw Town Council.

Discussion Result:

Additional research Requested:



BY-LAW NO. 814 - 2022

BY-LAW NO. 814 - 2022 A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of amending the Land Use By-law 780 - 2018 to change the minimum rear yard setback requirement.

WHEREAS the Town of Bashaw sees the need to amend the bylaw in the District Central Commercial (C1) to change the rear yard minimum setback requirements from 6 meter to Nil.

NOW THEREFORE Pursuant to the Municipal Government Act, Section 606, the Bashaw Town Council duly assembled, hereby enacts as follows:

That Land Use By-law 780 - 2018 be amended as follows:

By changing Table 12.11.2, Minimum rear yard setback from 6 meter to Nil.

RECEIVED FIRST READING THIS
14 DAY OF September, A.D. 2022
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

*
* _____
* MAYOR
* _____
* CAO

RECEIVED SECOND READING THIS
___ DAY OF _____, AD 2022
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

*
* _____
* MAYOR
* _____
* CAO

THIRD AND FINAL
READING THIS ___ DAY OF _____,
A.D. 2022, IN THE TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

*
* _____
* MAYOR
* _____
* CAO

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.1 Resident Noise Concern Letter.

Background/Proposal:

A local resident has provided a letter expressing concern regarding the noise level from a local Business. They have provided approval for their letter to be disclosed in this information.

Benchmark Commodities has been operational for several years, previous ownership was Wildrose Commodities.

Discussion/Options/Benefits/Disadvantages:

Several residents have placed complaints, the area Bylaw Officer, has addressed them, however based on Public Disturbance bylaw 767-2015 they look at the operational hours and compare them to quiet hours from the bylaw; and Benchmark is compliant. Residents continue to feel frustrated with the continued exposure to the noise volume and duration.

However, Section 3.1 of the Bylaw addresses General Prohibition – referencing “*no person shall make, continue, cause or allow to made or continued any unreasonably loud, raucous or unusual noise which annoys, disturbs, injures, endangers, or detracts from the comfort, repose, health, peace or safety of any other person of ordinary sensitivity within the municipality.*”

Furthermore; Section 3.2 “*no person shall permit, suffer or allow property, real or personal which he owns occupies or controls to be used in a manner such that there emanates there from any unreasonably loud, raucous or unusual noice which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of any other person of ordinary sensitivity within the municipality.*” Section 3.3 goes into factors determining unreasonably loud, descriptions.

Section 8, Industrial contradicts section 3, by providing permission to industrial operations as approved within the land use Bylaw. This is necessary for operations; however, administration is of the opinion that there should be limitations; it should avoid negatively impacting residents.

Land Use Bylaw 780- 2018 – within the Industrial District – Section 12.11 (1) “*The industrial designation is intended to accommodate the development of a wide array of industrial uses but which will not cause any objectionable or noxious conditions, be it noise, odour, dust, vibration or any other similar sensation, beyond the lot on which they are located.*”

Administration continues to be in communication with Benchmark. On August 19, 2022, Benchmark reported they may be complete by end of August, possibly middle of September. They reported 9 cars to complete.

Administration called them September 6, 2022 – they reported having 7 cars to complete. We anticipate receiving a timeline for the remaining cars. (it was not available at the time this report was generated.) Communication with Benchmark will continue and hopefully come to a positive outcome. Possible solutions: reduce timeframes for operations or require installation of sound barriers in order to continue their processing operations.

In the interim it may be advisable to add additional features to our Public Disturbances bylaw. Examples could be reference to the Land Use bylaw regarding objectionable conditions and conditions around noise volume, or compliance with other legislation.

Costs/Source of Funding (if applicable)

Annual Operating budget.

Applicable Legislation:

Bylaw 767 – 2018 – Section 3, and section 8, with definition of Quiet time in definitions section.

Land Use Bylaw 780- 2018 – within the Industrial District – Section 12.11 (1)

Community Engagement Consideration:

Not Applicable.

Recommended Action:

Provided as information, council could consider changes to the Public Disturbances Bylaw. Administration anticipates continued conversations to address the situation.

Moved BY _____ to direct administration to produce a Revised Public Disturbances bylaw that includes reference to Town of Bashaw Land Use Bylaw and/or compliance with other legislation as required.

Discussion Result:

Additional research Requested:

Town of Bashaw

Augt 26, 2022

RE; Benchmark Commodities Noise Level

Dear Town Council

About one month ago I submitted a complaint regarding the noise level from their facility. The Bylaw Officer responded, within two hours from the Camrose office, that they are compliant with the bylaw. I was disappointed that the reply didn't state that there was any investigation, only a quote of the bylaw.

Our home at 4717 50 St is 550 feet from the noise source. There is the railway property, a row of trees and shrubs, houses and garages blocking the noise. Even so on our deck the sound level is peaking at 91.6 Db during unloading. The level in the middle of Railway Street is at 93.4 Db. OH&S limit for continual exposure is 85 Db without hearing protention.

In reviewing the town bylaw it only references the time period 10:00 pm to 07:00 am. My concern there is no value or measures in place. To me the stated words "noise" and "volume" are not adequate and subjective to personal interpretation. Consideration must also be given to accessive noise, based on hard guidelines, no matter the time of day or night.

I would appreciate a response to mine and all my neighbours concern.

Regards,

N D Bamber





BY-LAW 767-2015

OF THE TOWN OF BASHAW IN THE PROVINCE OF ALBERTA.

A BY-LAW TO PROHIBIT CERTAIN PUBLIC DISTURBANCES IN THE TOWN OF BASHAW, IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the Municipal Government Act, RSA 2013, the Council of the Municipality may pass a by-law respecting the safety, health, and welfare of people and the protection of people and property and respecting the people, activities, and things in, on, or near a public place.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE Town of Bashaw, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. SHORT TITLE

This By-Law may be cited as the "Public Disturbances By-Law".

2. DEFINITIONS

In this by-law:

- a) "Construction Equipment" includes, but is not limited to trenching machines, concrete mixers, backhoes and similar equipment.
- b) "Development Officer" means a Development Officer appointed by the Municipality or his or her designate.
- c) "Disturbance" means the interruption of the peace, quiet and good order of a neighbourhood or community, including but not limited to unnecessary and distracting noises.
- d) "Firearm" means a barreled weapon from which any shot, bullet or other projectile can be discharged and includes, without limitation, a rifle, shotgun, revolver, pistol and air gun.
- e) "Loiter" means to stand idly around or move slowly about or to linger or spend time idly.
- f) "Manager" means the Chief Administrative Officer of the Municipality.
- g) "Minor" means an individual under 18 years of age.
- h) "Molesting" means to interfere with, annoy or disturb maliciously.
- i) "Peace Officer" means a member of the Royal Canadian Mounted Police, a County Officer, Community Peace Officer; appointment pursuant to the provisions of the Police Act (Alberta), or Designated By-Law Enforcement Officer of the Municipality.
- j) "Person" means an individual or any business or other entity including a Firm, Partnership, Association, Corporation, Company, or Society but does not include the Municipality.

- k) "Premises" means the external surfaces of all buildings and the whole or part of any parcel of real property, including the land immediately adjacent to any building or buildings.
- l) "Power Tool" includes any tool powered by an engine, motor, or compressed air.
- m) "Public Place" means any place including privately and publicly owned or leased property, to which the public reasonably has or is permitted to have access, whether on payment or otherwise, within the municipal limits of the Municipality.
- n) "Public Property" means any schoolyard, highway, parkland, public bridge, road, lane, footway, alley or passage, whether a thoroughfare or not, and includes any open space to which the public have or are permitted to have access.
- o) "Quiet Hours" shall mean between the hours of 11:00 p.m. and 7:00 a.m. on any day.
- p) "Residential District" means any district designated for residential use in the Municipality's Land Use Bylaw as amended from time to time.
- q) "Municipality" means the municipal corporation of the Town of Bashaw or where the context permits, means the area within the municipal limits of the Town of Bashaw.

3. GENERAL PROHIBITION

- 3.1 Except to the extent permitted by this by-law, no person shall make, continue, cause or allow to be made or continued any unreasonably loud, raucous or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of any other person of ordinary sensitivity within the Municipality.
- 3.2 Except to the extent permitted, by this bylaw, no person shall permit, suffer or allow property, real or personal which he owns, occupies or controls, to be used in a manner such that there emanates there from any unreasonably loud, raucous or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of any other person of ordinary sensitivity within the Municipality.
- 3.3 Factors for determining whether a sound is unreasonably loud, raucous or unusual include, but are not limited to, the following:
 - (a) proximity of the sound to sleeping facilities, whether residential or commercial;
 - (b) the time of day or night the sound occurs;
 - (c) the duration and volume of the sound; and
 - (d) whether the sound is recurrent, intermittent or constant.
- 3.4 No person unless lawfully authorized shall discharge any firearm within the Municipality.
- 3.5 No person shall urinate or defecate on any public property.

4. LOITERING

- 4.1 No person shall by himself or with another person loiter in a public place in such a manner as to obstruct, hinder or impede:
- (a) the free and uninterrupted passage of vehicles, traffic or pedestrians through, from or to such public place;
 - (b) access to the entryway of any premises normally used by the public for gaining entrance to the premises, unless permission is granted by the person in authority of the property.
- 4.2 No person shall loiter on any property where the person in authority of the property prohibits loitering on the property.
- 4.3 Any person shall be deemed to be loitering within the meaning of this bylaw when he is standing or sitting on any highway, including, without limiting the generality of the foregoing any sidewalk located thereon or within three feet thereof, and fails to vacate the area when requested to do so by a peace officer.
- 4.4 Any person shall be deemed to be loitering within the meaning of this bylaw when he is standing or putting his feet on the top surface of any table, bench, planter or sculpture placed in any public place.
- 4.5 When a peace officer finds any person loitering, he may direct such person to cease such loitering and vacate the area, and any person so directed shall forthwith cease such loitering and vacate.

No prosecution shall be commenced for contravention of the loitering provisions of this bylaw unless a warning to cease loitering and vacate the area has first been given by a peace officer or any person in authority of the property.

5. MOTOR VEHICLES

- 5.1 No person shall use or engage in the use of engine retarder brakes within the Municipality.
- 5.2 No person shall allow a motor vehicle engine to remain running in a residential district or within one hundred and fifty meters of a residential district for longer than 20 minutes while the motor vehicle is not in motion.
- 5.3 The failure of a person to comply with the provisions of the Traffic Safety Act or any regulations thereunder regarding:
- (a) the prohibition against the use of signaling devices on motor vehicles so as to make more noise than is reasonably necessary;
 - (b) the restrictions in the type or use of mufflers and similar equipment;
 - (c) the prohibition against creating or causing the emission of any loud and unnecessary noise from a motor vehicle.

6. CONSTRUCTION

- 6.1 Unless written permission from a Development Officer is first obtained, no person shall during quiet hours carry on the construction, repair, alteration, or demolition of any type of structure including but not limited to hammering, sawing, and the use of any power tools or construction equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on within the Municipality.

- 6.2 Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away from the construction site.
- 6.3 No loose construction material is to be stored or accumulated on a construction site unless it is not capable of being blown around the construction area.

7. DOMESTIC

- 7.1 No person shall operate construction equipment, power tools, a power lawn mower, or any snow-clearing device in any residential district during quiet hours.

8. INDUSTRIAL

- 8.1 Nothing in this Bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which:
- i. is a permitted use; or
 - ii. is an approved discretionary use;
- 8.2 In the operation or carrying on of an industrial activity, the person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.

9. SNOW REMOVAL

- 9.1 No person shall remove snow from commercial or private property in or adjacent to a residential district during quiet hours without a permit granted by the Development Officer.

10. AUTHORITY TO REMOVE

- 10.1 The Chief Administrative Officer may authorize any Municipal employee, or other person, to remove and put in storage or destroy anything placed upon Municipal property in contravention of this bylaw.

11. EXCEPTIONS

- 11.1 This bylaw shall not apply to:
- (a) Any person performing work of an emergency nature for the preservation or protection of life, health, or property, but the onus shall be on the person performing the work to show that the work was of an emergency nature;
 - (b) Any act of maintenance or repair being carried out by employees or contractors of the Municipality;
 - (c) Any act of emergency maintenance or repair being carried out by employees or contractors of any private utility;
 - (d) The operation of emergency equipment or any emergency vehicle;
 - (e) A Peace Officer engaged in performing his duty; or
 - (f) Any activity within the sole jurisdiction of the Government of Canada or the Province of Alberta.

12. PERMITS

- 12.1 A Development Officer may issue a permit to a person for the purpose of allowing noise within a designated area and between designated times. Such permit may be revoked at any time by the Municipality's Manager.

13. SEVERANCE

- 13.1 If any section of this Bylaw is found to be illegal or beyond the power of the Municipality's Council to enact, such section shall be deemed to be severable from all other sections of this Bylaw, and the remaining Bylaw will continue to be in force.

14. PENALTIES

- 14.1 Any person who contravenes any provision of this By-Law, is guilty of an offence punishable on summary conviction and is liable as outlined in Schedule A, Master Rates and Schedules Bylaw 760-2014.

15. REPEAL

- 15.1 This bylaw repeals Bylaw 741-2012.
- 15.2 This bylaw shall take effect on the date it is passed.

READ a first time this 17TH day of September, 2015.

READ a second time this 17th day of September, 2015.

UNANIMOUS CONSENT for a third reading this 1st day of October 2015.

READ a third time and finally passed this 1st day of October, 2015.

Penny Shantz
MAYOR

Theresa Fuller
CHIEF ADMINISTRATIVE OFFICER

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Water Treatment Plant – Pump Drive Upgrade

Background/Proposal:

The pumphouse has three pumps that rotate through service. The transition from one pump to the next, the pressure drops until the new pump gathers speed. The challenge is the transition time causes pressure loss, where in theory if the pump that was to slow down, then transition to an already functioning/soft start pump the transitions would be less impacting and it should eliminate pressure loss.

Upgrading the pumps to transition smoother will reduce emergency call outs, and support energy efficiency in the pumphouse.

The recommendation is to upgrade the pump drives; installing soft start drive for fixed speed pump control, reprogram the system to change the PLC logic to improve pressure control of entire system. We have received a quote from Sterling Industries, whom we have been accessing and have an equipment management agreement with. The amount is \$ 15, 877.00 however with additional costs for programming, etc. we believe the cost will be about \$20,000.00 - \$22,000.00.

Another means to fund the project would be to access the balance of the 2022 MSI Capital allocation; which is about \$22,000.00.

Discussion/Options/Benefits/Disadvantages:

Option A – Proceed with the pump Drive Upgrade, fund it from a combination of \$ 7,000 true up funds from Highway 12/21 Commission, and accessing the Restricted for Capital Water infrastructure surplus or MSI Capital Grant.

Pro – The water treatment plant will function more optimally, and we should experience reduced staff call outs.

Con – having to access reserves or accessing MSI Capital grant reduces funds for other projects.

Option B – Delay the pump drive upgrade into the 2023 budget year and build it into the 2023 Annual Operating or capital budget.

Pro – will not need to access reserve/grant funds.

Con – possible increased staff call outs, pressure loss situations, and increased operating budget in 2023.

Costs/Source of Funding (if applicable)

True up funds received in 2022, and Restricted for capital Water infrastructure, or MSI Capital grant funds.
If decline the project – 2023 Operating Budget.

Applicable Legislation:

MGA Section 242 – Adoption of Operating Budget
MGA Section 35(2) Maintaining utilities, 3 (b) provision of services.

Community Engagement Consideration:

Not Applicable.

Recommended Action:

Public Works and Administration would support approval of proceeding with this project.

MOVED BY _____ to approve the Water Treatment Plant Pump Drive Upgrade for the amount of \$ 22,000.00, funds to be accessed from (MSI Capital, Combination of True up funds/Capital reserve, or a combination of Council’s determination)

MOVED BY _____ to plan the Water Treatment Plant Pump drive Upgrade for the amount of \$ 25,000.00 in the 2023 Town of Bashaw Operating Budget.

Or a motion of Council’s determination.

Discussion Result:

Additional research Requested:

TOWN OF BASHAW

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2021

10. RECLAMATION LIABILITY

The town has an obligation to reclaim a gravel pit. The amount recorded is an estimate made by management of the costs associated with reclamation.

11. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2021	2020
Unrestricted surplus (deficit)	\$ 1,518,869	\$ 1,489,783
Equity in tangible capital assets (Note 13)	11,773,597	11,370,835
Restricted surplus (Note 12)	<u>565,777</u>	<u>558,215</u>
	<u>\$ 13,858,243</u>	<u>\$ 13,418,833</u>

12. RESTRICTED SURPLUS

	2020	Increases	Decreases	2021
Restricted for Operating:				
Administration	\$ 10,536	\$ -	\$ -	\$ 10,536
Cemetery	22,102	-	-	22,102
Culture	3,644	-	-	3,644
Fire	6,206	8,450	-	14,656
Parks	14,276	-	-	14,276
Recreation	-	5,000	5,000	-
Roads and streets	7,843	12,000	12,000	7,843
Water	8,440	-	-	8,440
Waste water	<u>5,645</u>	<u>-</u>	<u>-</u>	<u>5,645</u>
	<u>78,692</u>	<u>25,450</u>	<u>17,000</u>	<u>87,142</u>
Restricted for Capital:				
Administration	35,802	-	-	35,802
Airport	5,706	-	-	5,706
Cemetery	10,544	-	-	10,544
Culture	31,738	-	-	31,738
Emergency services	4,684	-	-	4,684
Parks	30,795	-	-	30,795
Recreation	8,295	-	5,000	3,295
Roads, streets and equipment	61,357	-	50,650	10,707
Subdivision, land and development	143,330	54,762	70,400	127,692
Tourism	3,659	-	-	3,659
Water infrastructure	111,692	-	-	111,692
Wastewater infrastructure	<u>31,921</u>	<u>70,400</u>	<u>-</u>	<u>102,321</u>
	<u>479,523</u>	<u>125,162</u>	<u>126,050</u>	<u>478,635</u>
Total	<u>\$ 558,215</u>	<u>\$ 150,612</u>	<u>\$ 143,050</u>	<u>\$ 565,777</u>

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Resident Letter – Items taken from property during spring clean up

Background/Proposal:

The attached letter was received on August 15, 2022.

Spring and fall clean up is a service provided to Bashaw Town residents. Residents call in items they would like removed/taken to the landfill. The list of locations and items are provided to staff, and they complete the task.

Area residents are aware of items being put out, often they check it out and take them before staff come to pick them up. If residents store items in vicinity of the perspective removal area, we cannot be responsible for their disappearance.

Discussion/Options/Benefits/Disadvantages:

The spring and fall clean up – is a means to manage illegal dumping around town. Many residents lack the means to arrange disposal of large items, this service assists the process.

Costs/Source of Funding (if applicable)

Annual Operating budget. Each resident that has something that requires a “tipping fee” pays it before the item is picked up.

Applicable Legislation:

Municipalities are not legislated in this area; it would not be considered a utility service.

Community Engagement Consideration:

Not Applicable.

Recommended Action:

Information provided, as the letter was addressed to council.

Administration intends to send resident a letter explaining what had occurred.

Discussion Result:

Additional research Requested:



Box 411
Bashaw, AB.
July 28, 2022

Attention Town Council,

On the Wednesday before the second Spring pickup I verbally requested the removal of 3 (three) items:

2 (two) exercise machines

1 (one) mangled child's playpen

I was told pickup would be Thursday or Friday. I requested Friday pickup as I am disabled and needed Thursday to organize the items, as the pallet was standing between the two exercise machines.

My request was not honored. Pickup was made early Thursday morning while I was sleeping. Not only were the items I requested removed but several items I valued, some considerably, also removed and destroyed.

Outdoor work table (\$?)

Plastic storage unit (\$?)

Large heavy-duty pallet – for material (\$?)

Dead car battery -for recycle (~ \$6.50)

Round steel patio table (Wedding gift from deceased Grandparents)

Whatever the reason for this unauthorized removal of my property the Town is responsible for the actions of its employees and responsible for restitution in the event of damages.

I respectfully await your actions on this matter.

Rob Jarvis

A handwritten signature in black ink that reads "Rob Jarvis".

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Regional Flush Truck Update

Background/Proposal:

The Regional Flush truck meeting was attended by Deputy Mayor Gust, Councillor McIntosh, CAO Fuller and Foreman Patrick Taylor. Rosalind Mayor Jim McTavish and CAO Nancy Friend attended as well on August 31, 2022.

The meeting minutes are attached.

Rosalind Village council met on September 7, 2022; discussing the project. CAO Friend determined that the truck would qualify under Municipal Sustainability Capital funding as a regional project. Rosalind Village Council approved application for \$100,000 toward a replacement truck. Approval to proceed with disposal of the old unit was provided at the August 31, 2022, meeting.

Discussion/Options/Benefits/Disadvantages:

Additional details to be worked out at the next meeting. Rosalind is still interested in having Bashaw Administer the truck and provide storage.

Agreement changes and details will be discussed at the next meeting. CAO Fuller and CAO Friend to book next meeting. CAO Friend and Foreman Taylor will start looking for suitable replacement combo units.

Costs/Source of Funding (if applicable)

Regional agreement – additional details to be discussed.

Applicable Legislation:

MGA – Part 17.2 – Intermunicipal Collaboration

Community Engagement Consideration:

Not Applicable.

Recommended Action:

Provided as information – next meeting date to be booked.

Discussion Result:

Additional research Requested:

Regional Flush Truck Meeting

Wednesday, August 31, 2022

6:00 pm Bashaw Town Office – Council Chambers

Minutes

1. Introductions

In attendance: Mayor Jim McTavish (Rosalind), Nancy Friend (CAO Rosalind), Theresa Fuller (CAO Bashaw), Councillor McIntosh (Bashaw), Deputy Mayor Bryan Gust (Bashaw), and Public Works Foreman Patrick Taylor (Bashaw)

Old Business:

2. Review previous Minutes

3. **Agreement Information and Changes to Shareable Costs** – included in case required for discussion.

New Business:

4. Flush Truck Financial Summary

5. 2021 Truck Use Data

6. Rosalind & Bawlf Flush Truck Summary

7. **Bawlf** – Had informally withdrawn from agreement in 2020, however no formal motion from their council has been received.

We received an email February 2020 informing us of their intention to withdraw from the agreement. They paid their bill in 2021 and have corresponded with us inquiring about the amount of funds they would receive by withdrawing from the agreement.

CAO Theresa Fuller sent them an email requesting formal notification, in the form of a motion from council of their withdrawal. They were not invited to this meeting, as we understood their intention was to withdraw.

Agenda Items listed were included for reference purposes, in the event the discussion warranted it. The group agreed to proceed to Agenda Item 8. Continuation of Agreement.

8. Discussion – Continuation of Agreement

Foreman Patrick Taylor shared the state of the truck with the group. It is not safe to operate and is not recommended for highway driving. It passed the commercial inspection; however continued operation presents risk.

Conversation regarding selling it and continuing without purchasing another unit. Chatted about accessing local resources and the many uses/situations where the unit had been accessed.

9. If Discontinued, how to plan proceeds dispersal

All agreed, the unit will be taken to auction for disposal. Approval to proceed was provided.

Discussion continued regarding the value of having access to a hydrovac combo unit. The group chatted about cost/price of smaller units and the potential to make it happen. Mayor McTavish and CAO Nancy Friend offered up grant funds they believed could be accessed for the unit. Nancy to check the grant criteria to see if we could make it happen. The village of Rosalind has their council meeting on September 8, 2022 – they will get back to us in this regard.

Foreman Taylor and CAO Friend to check for suitable units, and pricing. Bashaw Town council meeting is on September 14, 2022, CAO Fuller and CAO Friend to coordinate next steps/meeting date.

CAO Fuller and CAO Friend would chat about changes to the agreement as we get closer to purchase.

10. Next Meeting Date – CAO Fuller and CAO Friend to coordinate after the Bashaw Council meeting.

Meeting adjourned 6:49 pm.

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
REVENUES							
TAXES							
1-00-00-110-00	Residential	(563,483.17)		(586,835.98)	(586,835.98)		100%
1-00-00-110-01	Non-Residential	(162,808.08)		(168,872.65)	(168,872.65)		100%
1-00-00-110-03	Machinery and Equipment	(18,454.18)		(19,121.83)	(19,121.83)		100%
1-00-00-110-04	Linear	(18,748.34)		(21,837.31)	(21,837.31)		100%
1-00-00-110-05	Railway	(3,045.83)		(1,739.66)	(1,739.66)		100%
1-00-00-110-06	Farmland	(133.60)		(138.16)	(138.16)		100%
1-00-00-110-07	Adjustments to Property Taxes				(0.52)	(0.52)	0%
1-00-00-110-08	Camrose & District Lodge Authority	(409.02)		(829.05)	(830.00)	(0.95)	100%
1-00-00-110-09	Alberta School Foundation - ASFF	(227,257.29)		(234,391.33)	(234,391.39)	(0.06)	100%
1-00-00-110-10	Designated Industrial Properties (DIP)	(159.79)		(160.06)	(160.00)	0.06	100%
1-00-01-110-00	Residential Grants in Lieu	(2,225.23)		(2,279.74)	(2,279.74)		100%
1-00-01-110-01	Non-Residential Grants in Lieu	(16,993.07)		(17,582.58)	(17,582.58)		100%
		(1,013,717.60)		(1,053,788.35)	(1,053,789.82)	(1.47)	100%
OTHER REVENUE FROM OWN SOURCES							
1-00-00-510-00	Penalties and Costs on Taxes	(23,568.72)	(15,607.22)	(28,170.90)	(25,000.00)	3,170.90	113%
1-00-00-530-00	Fines Issued	(3,475.95)	(118.00)	(1,970.00)	(2,000.00)	(30.00)	99%
1-00-00-540-00	Franchise Fees	(62,433.97)	(4,981.37)	(48,315.39)	(75,401.00)	(27,085.61)	64%
1-00-00-550-00	Return on Investments	(7,987.07)	(3,441.48)	(10,707.41)	(3,400.00)	7,307.41	315%
		(97,465.71)	(24,148.07)	(89,163.70)	(105,801.00)	(16,637.30)	84%
NON FUNCTIONAL REVENUE							
CONDITIONAL GRANTS							
1-00-00-840-00	Provincial Conditional Grant	(62,944.20)	(59,095.00)	(59,095.00)	(93,891.39)	(34,796.39)	63%
		(62,944.20)	(59,095.00)	(59,095.00)	(93,891.39)	(34,796.39)	63%
UNCONDITIONAL GRANTS							
TOTAL GENERAL MUNICIPAL							
		(1,174,127.51)	(83,243.07)	(1,202,047.05)	(1,253,482.21)	(51,435.16)	96%
GENERAL ADMINISTRATIVE REVENUES							
1-12-00-410-00	General Services and Supplies Revenues	(3,040.08)	(189.53)	(2,029.20)	(1,500.00)	529.20	135%
1-12-00-520-00	Licenses and Permits	(228.92)		(150.00)	(200.00)	(50.00)	75%
1-12-00-560-00	Rentals and Lease Revenue COLLECT GST	(19,363.85)	(69.83)	(12,236.85)	(19,400.00)	(7,163.15)	63%
1-12-00-590-00	Other Revenue	(1,425.29)	(1,485.27)	(2,150.76)	(2,000.00)	150.76	108%
1-12-00-840-00	Provincial Conditional Grant	(2,000.00)					0%
		(26,058.14)	(1,744.63)	(18,566.81)	(23,100.00)	(6,533.19)	72%
FIRE FIGHTING & PREVENTIVE SERVICES							
1-23-00-400-00	County Fire Fighting Responses	(13,752.09)	(2,006.57)	(8,122.76)	(13,500.00)	(5,377.24)	60%
1-23-00-400-01	Motor Vehicle Responses	(10,158.75)	(2,448.51)	(2,448.51)	(600.00)	1,848.51	408%
1-23-00-400-04	Fire Expenses Recovered	(40.05)	(542.06)	(3,075.39)	(1,600.00)	1,475.39	192%
1-23-00-560-00	In Town Fire Revenue	(21,424.03)	(1,300.00)	1,189.69	(5,000.00)	(6,189.69)	-24%
1-23-00-590-00	Other Revenue - Gifts/Donations <i>Grant</i>	(5,300.00)		(1,600.00)		1,600.00	0%
1-23-00-850-00	Annual County Shared Service Funding	(24,539.82)		(27,528.83)	(24,539.82)	2,989.01	112%
1-23-00-850-01	Annual Training Shared Service Funding	(1,000.00)			(1,000.00)	(1,000.00)	0%
1-23-00-850-02	Annual Pager Maintenance Shared Service Funding	(500.00)			(500.00)	(500.00)	0%
1-23-00-850-03	Annual Firefighter Shared Service Funding	(1,609.44)		(1,680.90)	(1,680.00)	0.90	100%
1-23-00-850-04	Annual Personal Protective Eqpt. Shared Service		(554.00)	(3,398.08)	(3,200.00)	198.08	106%
1-23-00-850-06	Annual County Funding Emergency Dispatch	(5,830.14)		(5,830.14)	(5,830.00)	0.14	100%
		(84,154.32)	(6,851.14)	(52,494.92)	(57,449.82)	(4,954.90)	91%
DISASTER SERVICES & EMERGENCY MEASURES							
AMBULANCE SERVICES							
BYLAW SERVICES							
1-26-00-520-00	Building Permit Fees	(2,759.99)	(342.00)	(731.25)	(2,500.00)	(1,768.75)	29%
1-26-00-525-00	Animal Licenses & Fines	(3,679.14)	(38.00)	(3,309.00)	(3,500.00)	(191.00)	95%
1-26-00-230-00	Policing - Special Tax	(4,289.92)					0%
		(10,729.05)	(380.00)	(4,040.25)	(6,000.00)	(1,959.75)	67%
SHOP							
ROADS, STREETS, WALKS, LIGHTING							
1-32-00-560-00	Equipment Rental	(304.00)		(1,459.04)	(300.00)	1,159.04	486%
1-32-00-590-00	Other Revenues	(95.91)	(699.00)	(760.67)	(100.00)	660.67	761%
		(399.91)	(699.00)	(2,219.71)	(400.00)	1,819.71	555%
AIRPORT							
1-33-00-560-00	Hay Revenue - Airport NO G.S.T.	(1,320.97)		(1,360.59)	(1,360.59)		100%
1-33-00-561-00	Airport Hangar Lease	(800.00)		(800.00)	(800.00)		100%
		(2,120.97)		(2,160.59)	(2,160.59)		100%
WATER SUPPLY & DISTRIBUTION							

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
1-41-00-300-00	Water Inspections	(4,276.35)		(1,367.52)	(4,300.00)	(2,932.48)	32%
1-41-00-410-00	Sale of Water (Bills)	(415,972.68)	(72,031.94)	(282,858.32)	(463,050.00)	(180,191.68)	61%
1-41-00-411-00	Sale of Water (Bulk)	(3,602.15)	(610.75)	(3,121.25)	(3,600.00)	(478.75)	87%
1-41-00-590-00	Other Revenue	(995.00)		(6,953.21)	(600.00)	6,363.21	1161%
1-41-00-830-00	Federal Conditional Grant	(62,362.00)					0%
SANITARY SEWAGE SERVICES & TREATMENT		(487,208.18)	(72,642.69)	(294,310.30)	(471,550.00)	(177,239.70)	62%
1-42-00-239-00	Septic Receiving Station	(8,674.92)	(1,359.16)	(5,509.04)	(9,500.00)	(3,990.96)	58%
1-42-00-410-00	Sewage Services Fees and Charges	(104,119.94)	(17,286.57)	(69,588.00)	(104,000.00)	(34,412.00)	67%
1-42-00-590-00	Other Sewer Revenue	(440.00)	(430.00)	(2,055.00)	(300.00)	1,755.00	685%
1-42-00-590-01	Flusher Truck	(3,534.21)			(3,114.00)	(3,114.00)	0%
1-42-00-830-00	Federal Conditional Grants	(286,090.00)					0%
1-42-00-840-00	Provincial Conditional Grant	(524,690.00)					0%
GARBAGE COLLECTION & DISPOSAL		(927,549.07)	(19,075.73)	(77,152.04)	(116,914.00)	(39,761.96)	66%
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	(75,653.00)	(12,535.50)	(50,458.25)	(75,700.00)	(25,241.75)	67%
RECYCLING REVENUE		(75,653.00)	(12,535.50)	(50,458.25)	(75,700.00)	(25,241.75)	67%
1-44-00-410-00	Recycling Revenue	(175.62)					0%
1-44-00-780-00	GAIN/LOSS ON TCA	2,320.00					0%
UTILITY PENALTIES		2,144.38					0%
1-45-00-510-00	Utility Penalty	(10,118.46)	(2,328.29)	(7,717.18)	(9,000.00)	(1,282.82)	86%
FAMILY & COMMUNITY SUPPORT SERVICES		(10,118.46)	(2,328.29)	(7,717.18)	(9,000.00)	(1,282.82)	86%
1-51-00-840-01	F.C.S.S. Provincial Conditional Grant	(24,554.00)		(18,416.00)	(24,554.00)	(6,138.00)	75%
1-51-00-850-01	F.C.S.S. Camrose County Requisition	(27,236.00)		(27,756.89)	(27,756.89)		100%
CEMETERIES & CREMATORIUMS		(51,790.00)		(46,172.89)	(52,310.89)	(6,138.00)	88%
1-56-00-410-00	Cemetery Revenue	(3,745.00)	(1,663.38)	(3,632.67)	(2,500.00)	1,132.67	145%
1-56-00-860-00	Contributions from Organizations				(1,687.10)	(1,687.10)	0%
MUNICIPAL PLANNING, ZONING & DEVELOPMENT		(3,745.00)	(1,663.38)	(3,632.67)	(4,187.10)	(554.43)	87%
1-61-00-520-00	Development Permits	(1,425.00)	(600.00)	(1,640.00)	(1,000.00)	640.00	164%
TOURISM		(1,425.00)	(600.00)	(1,640.00)	(1,000.00)	640.00	164%
1-62-00-410-00	Sale of Promotional Items			(12.37)		12.37	0%
SUBDIVISION LAND & DEVELOPMENT				(12.37)		12.37	0%
1-66-00-464-00	Sales of Land	(54,761.91)					0%
RENTAL BUILDINGS		(54,761.91)					0%
1-69-00-560-01	Office Rent	(5,259.20)	(304.00)	(3,993.05)	(5,200.00)	(1,206.95)	77%
RECREATION FACILITIES & PROGRAMS		(5,259.20)	(304.00)	(3,993.05)	(5,200.00)	(1,206.95)	77%
1-71-00-410-12	Ball Diamond Revenue		(857.14)	(1,271.43)	(1,000.00)	271.43	127%
1-71-00-410-20	Skate Sharpening Revenue	(61.88)		(185.64)	(300.00)	(114.36)	62%
1-71-00-410-21	Ice Revenue - Minor Hockey	(19,967.13)		(20,528.55)	(31,500.00)	(10,971.45)	65%
1-71-00-410-22	Ice Revenue - Figure Skating	(3,364.28)		(3,857.14)	(7,300.00)	(3,442.86)	53%
1-71-00-410-23	Ice Revenue - Senior Hockey	(785.70)		(942.85)	(2,000.00)	(1,057.15)	47%
1-71-00-410-26	Arena - Summer Recreation Revenue			(300.00)		300.00	0%
1-71-00-410-27	Ice rental - FUN HOCKEY	(1,778.58)		(1,285.72)	(2,000.00)	(714.28)	64%
1-71-00-590-20	Other Revenues		(857.14)	(1,333.33)		1,333.33	0%
1-71-00-850-00	Conditional Grants from Other Local Govt	(30,000.00)		(30,000.00)	(31,800.00)	(1,800.00)	94%
1-71-00-410-24	Ice Revenue - Private Rentals	(638.10)			(300.00)	(300.00)	0%
1-71-00-560-01	Building Space Rent	(19.05)					0%

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
1-71-00-840-00	Provincial Conditional Grant	(41,822.00)					0%
1-71-01-410-21	Minor Hockey - Visitors	(863.12)			(400.00)	(400.00)	0%
1-71-01-410-23	Senior Hockey - Visitors				(100.00)	(100.00)	0%
		(99,299.84)	(1,714.28)	(59,704.66)	(76,700.00)	(16,995.34)	78%
PARKS							
1-72-00-400-00	Parks Revenue	(4,812.08)	(1,080.06)	(3,442.06)	(4,800.00)	(1,357.94)	72%
		(4,812.08)	(1,080.06)	(3,442.06)	(4,800.00)	(1,357.94)	72%
COMMUNITY CENTRE							
1-74-00-830-00	Federal Conditional Grant	(13,500.00)					0%
		(13,500.00)					0%
MUSEUM							
1-74-10-590-01	Museum Donations <i>Donated Funds</i>			(4,000.00)		4,000.00	0%
				(4,000.00)		4,000.00	0%

ANNIVERSARY/CENTENNIAL REVENUE
OPERATING CONTINGENCIES RESERVES
TOTAL MUNICIPAL & ADMINISTRATIVE REVENUE

(3,030,567.26) (204,861.77) (1,831,764.80) (2,159,954.61) (328,189.81) 85%

EXPENSES

COUNCIL & OTHER LEGISLATIVE

2-11-00-130-40	Canada Pension Plan - Councillors	105.68		574.35	400.00	(174.35)	144%
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	630.62		571.80	650.00	78.20	88%
2-11-00-151-00	Meeting Fees - Council	20,248.42		11,071.43	22,300.00	11,228.57	50%
2-11-00-211-00	Travel, Subsistence & Course Fees - Council	1,820.73			1,600.00	1,600.00	0%
2-11-00-290-00	Election Fees	1,487.03					0%
2-11-00-510-00	Council Supplies	784.29		42.00	700.00	658.00	6%
2-11-00-770-00	Community Contributions	5,564.97	183.06	183.06	7,090.00	6,906.94	3%
		30,641.74	225.06	12,442.64	32,740.00	20,297.36	38%

GENERAL ADMINISTRATION & OTHER

2-12-00-110-00	Salaries - Office Staff	185,445.43	13,931.40	116,180.71	181,551.19	65,370.48	64%
2-12-00-130-40	Employer Cost CPP	10,236.58	692.49	7,198.85	9,113.95	1,915.10	79%
2-12-00-130-41	Employer Cost Employment Insurance	3,435.38	215.78	2,723.73	3,664.13	940.40	74%
2-12-00-130-43	Employer Cost LAPP	17,405.47	890.62	7,314.99	16,228.93	8,913.94	45%
2-12-00-130-44	Employer Cost - AMSC	12,023.51		4,636.15	12,570.00	7,933.85	37%
2-12-00-130-45	Workers Compensation	3,913.87	754.88	2,934.21	3,647.83	713.62	80%
2-12-00-130-46	R.R.S.P. Contribution				1,196.49	1,196.49	0%
2-12-00-140-00	Administrative Course Fees	2,524.00		639.00	2,000.00	1,361.00	32%
2-12-00-211-00	Travel & Subsistence			1,138.04	1,000.00	(138.04)	114%
2-12-00-215-00	Freight, Postage, Phone & Land Titles	6,613.05	106.77	5,319.48	7,000.00	1,680.52	76%
2-12-00-220-00	Advertising, Printing, Subscriptions	1,973.83	22.50	164.75	2,000.00	1,835.25	8%
2-12-00-225-00	Municipal Memberships	2,716.62		2,610.15	2,680.00	69.85	97%
2-12-00-230-00	Professional & Consulting Services	56,334.22	4,224.40	41,748.75	61,078.02	19,329.27	68%
2-12-00-230-20	Professional Fees - Audit	19,393.20	1,585.00	13,735.30	19,000.00	5,264.70	72%
2-12-00-230-21	Engineering		6,450.59	6,450.59		(6,450.59)	0%
2-12-00-230-22	Legal	14,842.76	2,451.40	10,275.53	10,000.00	(275.53)	103%
2-12-00-240-00	Maintenance - Janitor	299.92			300.00	300.00	0%
2-12-00-250-00	Repairs & Maintenance	62.70		8,100.00	7,875.00	(225.00)	103%
2-12-00-274-00	Insurance	21,701.29		23,531.65	23,532.00	0.35	100%
2-12-00-290-00	Election and Census Fees	803.25					0%
2-12-00-510-00	General Office Supplies	3,695.69	278.04	3,700.74	5,500.00	1,799.26	67%
2-12-00-540-50	Campus Energy Power	2,357.20	106.59	1,312.76	2,600.00	1,287.24	50%
2-12-00-540-51	General Administration Natural Gas	2,023.80	71.49	1,180.11	2,100.00	919.89	56%
2-12-00-810-00	Bank Charges	584.74	37.75	419.64	600.00	180.36	70%
2-12-00-910-00	Tax Adjustments	5,500.00			6,500.00	6,500.00	0%
2-12-00-990-00	Miscellaneous	25.00		75.00	25.00	(50.00)	300%
2-12-00-990-01	Penny	0.01	0.02	(0.04)	0.50	0.54	-8%
		373,911.52	31,819.72	261,390.09	381,763.04	120,372.95	68%

FIRE FIGHTING & PREVENTIVE SERVICES

2-23-00-110-00	Administration	5,675.53	417.58	3,728.26	6,052.23	2,323.97	62%
2-23-00-130-00	Employer Contribution - A.M.E. & Seaboard	3,170.79		2,302.02	3,200.00	897.98	72%
2-23-00-159-00	Deputy Fire Chief Fees	2,100.00	175.00	1,400.00	2,100.00	700.00	67%
2-23-00-159-01	Fire Chief Honorarium	3,000.00	250.00	2,000.00	3,000.00	1,000.00	67%
2-23-00-159-02	Firefighter Honorarium	29,615.00		(130.00)	29,000.00	29,130.00	0%
2-23-00-159-03	Regional Fire Service Coordinator	1,502.30			1,500.00	1,500.00	0%
2-23-00-211-00	Travel & Subsistence	56.19			500.00	500.00	0%
2-23-00-215-00	Telephone	4,786.61	435.60	3,318.57	4,800.00	1,481.43	69%
2-23-00-215-01	Pager Repair & Maintenance	400.68		400.68	800.00	399.32	50%
2-23-00-216-00	Freight & Postage	124.25		60.54	130.00	69.46	47%
2-23-00-217-00	Dispatch	7,773.50		7,773.50	7,800.00	26.50	100%
2-23-00-220-00	Office Printing Advertising	65.25		118.33	100.00	(18.33)	118%
2-23-00-239-00	Fire - Mutual Aid				1,000.00	1,000.00	0%
2-23-00-250-00	Fire Hall Maintenance	2,614.15	250.80	1,013.35	2,000.00	986.65	51%
2-23-00-274-00	Building Insurance	1,784.86		1,907.50	1,908.00	0.50	100%

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...		@ YR		AMOUNT LEFT	PERCENT USED
		@ MONTH	TRANSACTION...	YTD	BUDGET		
2-23-00-274-01	Vehicle & Mobile Equipment Insurance		1,728.47		1,812.95	0.05	100%
2-23-00-510-00	General Supplies		917.43		1,580.14	5,919.86	21%
2-23-00-521-03	Town Fire Truck (1992)Volvo Repairs & Maint		2,771.43		1,763.08	736.92	71%
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)		99.01		113.42	36.58	76%
2-23-00-521-50	Fuel County Fire Vehicles & Equipment		1,572.25	411.28	1,333.23	466.77	74%
2-23-00-522-01	County IHC Fire Truck Unit FT024 - Repairs&Maint			408.82	2,085.01	(2,085.01)	0%
2-23-00-522-02	County Dodge Rescue Van - FT033 Rep & Maint				133.24	(133.24)	0%
2-23-00-522-03	County Water Unit FT017 96 Mack - Rep & Maint		40.05		857.14	(857.14)	0%
2-23-00-523-00	Personal Protective Equipment Repairs & Maintenance		5,288.01		10,613.48	6,386.52	62%
2-23-00-540-32	Training		2,060.22			3,000.00	0%
2-23-00-540-50	Campus Energy Power		1,883.91	142.54	1,172.85	927.15	56%
2-23-00-540-51	Fire Protection Natural Gas Fire Hall		3,423.17	75.86	1,732.16	1,787.84	49%
			82,453.06	2,567.48	47,089.45	56,163.78	46%

DISASTER SERVICES & EMERGENCY MEASURES

2-24-00-215-00	Freight, Postage, Phone EOC Centre		9.50		10.17	39.83	20%
2-24-00-540-00	Disaster Services & Training				114.19	(114.19)	0%
			9.50		124.36	(74.36)	249%

AMBULANCE

BYLAW SERVICE

2-26-00-110-00	Bylaw Enforcement Salaries		3,800.00	285.00	2,185.00	1,615.00	58%
2-26-00-230-00	Cat and Dog Control Fees		2,503.11	197.00	1,508.23	991.77	60%
2-26-00-230-01	Policing Requisition Expense		21,878.00		5,940.75	41,377.50	13%
2-26-00-250-00	Building Inspector				125.00	125.00	50%
			28,181.11	482.00	9,758.98	44,109.27	18%

SHOP

2-31-00-110-00	Salaries	<i>Additional Activity Go down to Shop - tidy's</i>		14,454.29	1,926.21	12,913.85	5,855.20	(7,058.65)	221%
2-31-00-110-01	Salaries PW Administration Common Service		12,994.93	452.20	6,938.44	10,275.20	3,336.76	68%	
2-31-00-130-40	Employer Cost CPP & Benefits		10,892.32	1,266.56	8,523.73	10,564.10	2,040.37	81%	
2-31-00-130-41	Employer Cost Employment Insurance		3,650.36	462.10	3,026.16	3,660.45	634.29	83%	
2-31-00-130-43	Employer Cost LAPP		17,400.89	1,523.13	10,831.68	22,764.56	11,932.88	48%	
2-31-00-130-44	Employer Cost - AMSC		15,406.87		9,336.02	14,505.00	5,168.98	64%	
2-31-00-130-45	Workers Compensation Board		3,580.15	754.88	2,934.21	3,555.01	620.80	83%	
2-31-00-190-00	Safety Equipment and Clothing		3,242.35	267.80	3,378.77	4,772.00	1,393.23	71%	
2-31-00-215-00	Freight, Postage & Phone		3,852.13	237.27	1,922.36	3,091.01	1,168.64	62%	
2-31-00-250-00	Repairs and Maintenance	<i>Door Installation @ PW Shop.</i>		919.68	184.80	6,740.18	1,850.00	(4,890.18)	364%
2-31-00-274-00	Insurance		1,821.59		1,946.82	1,946.82		100%	
2-31-00-510-00	General Supplies	<i>Equipment Rental, etc. - trencher</i>		4,162.33	108.14	1,931.86	3,600.00	1,668.14	54%
2-31-00-510-63	Shop Tools		1,075.09	122.57	2,711.39	700.00	(2,011.39)	387%	
2-31-00-531-00	Gas and Oil		126.51	66.90	66.90	150.00	83.10	45%	
2-31-00-540-50	Campus Energy Power - Shop		2,657.08	135.97	1,404.67	2,900.00	1,495.33	48%	
2-31-00-540-51	Common Services Shop Natural Gas		5,653.60	91.85	3,486.55	5,700.00	2,213.45	61%	
			101,890.17	7,600.38	78,093.59	95,889.34	17,795.75	81%	

ROADS, STREETS, WALKS, LIGHTING

2-32-00-110-00	Salaries & Wages		63,124.24	4,739.90	43,802.00	62,427.73	18,625.73	70%	
2-32-00-110-64	Flusher Truck Man Hours		67.09		223.50	644.80	421.30	35%	
2-32-00-140-00	Public Works Course Fees - Streets		995.00		205.00	4,400.00	4,195.00	5%	
2-32-00-211-00	Streets - Travel & Subsistence					600.00	600.00	0%	
2-32-00-215-00	Freight, Postage, Phone	<i>Increased Freight</i>		145.00	325.02	200.00	(125.02)	163%	
2-32-00-250-00	Road & Street Contract with Non-Gov't.		56.00					0%	
2-32-00-274-00	Insurance		6,486.95		5,675.56	5,675.60	0.04	100%	
2-32-00-510-00	General Goods & Services		4,593.49	262.29	2,615.38	10,124.00	7,508.62	26%	
2-32-00-520-00	Equipment, Machines, Parts & Supplies				89.45		(89.45)	0%	
2-32-00-520-41	Mobile 401 - IHC 4300		1,248.00		1,165.00	1,000.00	(165.00)	117%	
2-32-00-520-42	Mobile 402 - 2012 Ford Supercab 1/2 Ton		329.07		16.78	500.00	483.22	3%	
2-32-00-520-43	Mobile 403 - FORD 550 SD		433.68	550.00	600.74	500.00	(100.74)	120%	
2-32-00-520-44	Mobile 404 - Sander	<i>Motor Repair.</i>			786.85	150.00	(636.85)	525%	
2-32-00-520-45	Mobile 405 - Sweeper		3,848.16			2,000.00	2,000.00	0%	
2-32-00-520-46	Mobile 406 - John Deere TC44H Wheel Loader	<i>Hydraulic Bearing Repair</i>		4,813.46	821.79	2,097.94	1,700.00	(397.94)	123%
2-32-00-520-47	Mobile 407 - J.D. 570 A Grader		12,706.79		2,371.21	2,000.00	(371.21)	119%	
2-32-00-520-48	Mobile 408 - Kubota M60		1,339.50	11.99	203.77	1,500.00	1,296.23	14%	
2-32-00-520-49	Mobile 409 - Ford Sicklemower			77.25	77.25	200.00	122.75	39%	
2-32-00-520-51	Lawn Mowers 510-12	<i>Additional Repairs.</i>		693.19	1,529.99	1,529.99	1,000.00	(529.99)	153%
2-32-00-520-52	Water Pumps 510-12					50.00	50.00	0%	
2-32-00-520-53	Wacker Packer				314.71		(314.71)	0%	
2-32-00-520-54	Chain Saw	<i>Replaced.</i>		471.57	746.23	783.87	200.00	(583.87)	392%
2-32-00-520-55	Mobile 410 - Ford Tandem		3,238.89		26.95	3,300.00	3,273.05	1%	
2-32-00-520-56	Mobile 411 - Kubota B 7810 Tractor	<i>Repairs.</i>		2,346.26	127.01	2,696.68	1,000.00	(1,696.68)	270%
2-32-00-520-57	Mobile 412 - 2018 Kubota ZD1211 Mower		1,666.39	295.69	448.27	1,000.00	551.73	45%	
2-32-00-520-58	Mobile 413 - Steamer		1,765.87		199.07	500.00	300.93	40%	
2-32-00-520-60	Mobile 415 - Generator		95.21			150.00	150.00	0%	
2-32-00-520-61	Mobile 416 - John Deere E12 Flex Wing		229.44			250.00	250.00	0%	
2-32-00-520-62	Mobile 417 - 2003 GMC 4 X 4		1,217.16	788.34	1,539.29	2,000.00	460.71	77%	
2-32-00-520-63	Mobile 419 - 2007 Kubota Mower	<i>Repairs.</i>		85.93	324.79	1,007.33	200.00	(807.33)	504%
2-32-00-520-64	Mobile 420 - Flusher Truck		828.57		1,051.95	4,500.00	3,448.05	23%	
2-32-00-520-65	Mobile 421 - Baldor Generator		386.32			400.00	400.00	0%	
2-32-00-520-66	Mobile 426 Bobcat A770		2,054.54	150.94	150.94	2,000.00	1,849.06	8%	

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022
LAST YR ACT... @ MONTH @ YR @ YR

ACCOUNT	DESCRIPTION	TRANSACTION...	YTD	BUDGET	AMOUNT LEFT	PERCENT USED	
2-32-00-521-41	Fuel - Mobile 401 Dodge 1/2 Ton	445.47	822.23	700.00	(122.23)	117%	
2-32-00-521-42	Fuel Mobile 402 2012 Ford Supercab 1/2 Ton	2,530.63	463.35	2,521.97	(21.97)	101%	
2-32-00-521-43	Fuel - Mobile 403 Chev C65 Gravel Truck	1,421.75	209.86	2,117.47	(817.47)	163%	
2-32-00-521-45	Fuel - Mobile 405 Sweeper	866.51	179.16	814.10	85.90	90%	
2-32-00-521-46	Fuel - Mobile 406 John Deere TC44H Wheel Loader	2,331.88	218.02	3,373.76	(1,173.76)	153%	
2-32-00-521-47	Fuel - Mobile 407 JD 570A Grader	1,782.08	58.36	2,477.83	(677.83)	138%	
2-32-00-521-48	Fuel - Mobile 408 Kubota M60	620.32	78.58	499.88	250.12	67%	
2-32-00-521-49	Fuel - Mobile 409 Ford Sickle mower			50.49	(50.49)	0%	
2-32-00-521-51	Fuel - Lawn Mowers	103.63	223.29	526.03	(326.03)	263%	
2-32-00-521-52	Fuel - Water Pumps	28.18		50.00	50.00	0%	
2-32-00-521-53	Fuel - Wacker Packer			20.00	20.00	0%	
2-32-00-521-54	Fuel - Chain Saw	5.78		50.00	50.00	0%	
2-32-00-521-55	Fuel - Mobile 410 Ford Tandem	2,762.07	373.53	1,990.76	2,700.00	74%	
2-32-00-521-56	Fuel - Mobile 411 Kubota B 7610 Tractor	571.77	285.37	701.40	(600.00)	117%	
2-32-00-521-57	Fuel - Mobile 412 2018 Kubota ZD1211 Mower	700.12	198.61	607.56	1,000.00	61%	
2-32-00-521-58	Fuel - Mobile 413 Steamer	72.91		956.82	1,000.00	96%	
2-32-00-521-61	Fuel - Mobile 415 Generator	661.82		700.00	700.00	0%	
2-32-00-521-62	Fuel - Mobile 417 2003 GMC 4 x 4	4,823.57	614.81	3,826.05	4,000.00	96%	
2-32-00-521-63	Fuel - Mobile 419 - 2007 Kubota Mower	94.88	28.29	28.29	200.00	14%	
2-32-00-521-64	Fuel - Mobile 420 Flusher Truck	575.78		503.42	600.00	84%	
2-32-00-521-65	Fuel - Mobile 421 Baldor Generator	648.26		700.00	700.00	0%	
2-32-00-521-66	Fuel - Mobile 426 Bobcat A770	1,537.77	140.80	1,059.01	2,000.00	53%	
2-32-00-530-00	Construction, Maint. Supplies & Repairs	23,794.71	1,857.00	1,857.00	8,500.00	6,643.00	22%
2-32-00-532-00	Grounds Materials/Trees	2,062.50		2,847.92	2,800.00	(47.92)	102%
2-32-00-535-00	Sidewalk replacement	9,511.70		2,000.00	2,000.00	0%	
2-32-00-539-00	Dust Control	4,136.00		5,290.00	4,200.00	(1,090.00)	126%
2-32-00-540-50	Campus Energy Power	53,707.93	5,178.92	36,023.22	54,000.00	17,976.78	67%
		230,938.79	20,679.16	138,899.71	205,642.13	66,742.42	68%
AIRPORT							
2-33-00-250-00	Airport Repairs & Maintenance	10.98			200.00	200.00	0%
2-33-00-274-00	Insurance	2,894.28		3,029.15	3,029.15		100%
2-33-00-520-00	Parts & Supplies	2,272.20		1,414.81	2,300.00	885.19	62%
2-33-00-540-50	Campus Energy Power	1,001.78	24.78	496.36	1,010.00	513.64	49%
		6,179.24	24.78	4,940.32	6,539.15	1,598.83	76%
STORM SEWERS & DRAINAGE							
2-37-00-250-00	Storm Sewer - Repairs & Maintenance	435.00			1,000.00	1,000.00	0%
		435.00			1,000.00	1,000.00	0%
WATER SUPPLY & DISTRIBUTION SYSTEM							
2-41-00-110-00	Salaries & Wages	61,490.02	3,326.74	35,306.03	47,737.06	12,431.03	74%
2-41-00-140-00	Public Works Course Fees - Water	2,727.50		172.50	925.00	752.50	19%
2-41-00-211-00	Travel and Subsistence	1,225.47		1,134.00	1,300.00	166.00	87%
2-41-00-215-00	Freight, Postage, Phone	2,456.79	191.31	1,627.70	2,500.00	872.30	65%
2-41-00-225-00	Memberships Relating to Water	2,360.71		90.48	90.00	(0.48)	101%
2-41-00-250-00	Repairs & Maintenance - Treatment	17,659.84	13,999.10	65,374.80	34,105.00	(31,269.80)	192%
2-41-00-274-00	Insurance	9,594.98		10,254.47	10,300.00	45.53	100%
2-41-00-350-00	Purchased Bulk Water for Resale HWY 12 21	302,483.98		166,127.69	336,622.00	170,494.31	49%
2-41-00-510-00	General Goods & Supplies	67,240.14	807.20	10,971.32	10,950.00	(21.32)	100%
2-41-00-531-00	Chemicals & Salts Etc.			1,259.28		(1,259.28)	0%
2-41-00-540-50	Campus Energy Power	12,146.41	1,149.92	7,276.93	12,300.00	5,023.07	59%
2-41-00-540-51	Water Supply & Distribution Natural Gas	7,101.90	475.39	4,340.68	7,200.00	2,859.32	60%
2-41-00-831-00	Debt Interest Payments	11,971.40					0%
		498,459.14	19,949.66	303,935.88	464,029.06	160,093.18	65%
SANITARY SEWAGE SERVICE & TREATMENT							
2-42-00-110-00	Salary & Wages	22,785.62	1,752.02	9,159.97	28,107.73	18,947.76	33%
2-42-00-140-00	Public Works Course Fees - Sewer	315.00		172.50	682.50	510.00	25%
2-42-00-211-00	Travel and Subsistence	173.22		500.52	750.00	249.48	67%
2-42-00-215-00	Freight, Postage, Telephone	1,224.75	99.76	866.29	1,300.00	433.71	67%
2-42-00-225-00	Memberships Relating to Sewer	85.71		90.47	90.00	(0.47)	101%
2-42-00-239-00	Septic Station Repairs & Maintenance	51.24		1,109.56	1,500.00	390.44	74%
2-42-00-239-02	Septic Station Supplies				200.00	200.00	0%
2-42-00-250-00	Repair & Maintenance	19,796.37	1,759.00	48,622.31	17,480.50	(31,141.81)	278%
2-42-00-274-00	Insurance	3,830.32		4,093.94	4,094.00	0.06	100%
2-42-00-510-00	General Goods and Supplies	1,933.98	620.20	1,516.48	3,150.00	1,633.52	48%
2-42-00-540-50	Campus Energy Power	11,311.37	1,146.25	7,444.32	12,200.00	4,755.68	61%
2-42-00-540-51	Sanitary Sewage Natural Gas	2,583.58	157.07	1,540.12	2,600.00	1,059.88	59%
		64,091.16	5,534.30	75,116.48	72,154.73	(2,961.75)	104%
GARBAGE COLLECTION & DISPOSAL							
2-43-00-110-00	Salaries and Wages	4,266.04	248.51	2,405.68	3,369.60	963.92	71%
2-43-00-230-00	Garbage Contract	62,217.76	5,272.76	37,050.16	62,300.00	25,249.84	59%
2-43-00-250-01	Waste Management Authority-Tipping Fees	3,535.00	(5.00)	(425.00)	4,000.00	4,425.00	-11%
2-43-00-521-63	Fuel - Mobile 418 IHC Garbage Truck NOT USING			398.64		(398.64)	0%
2-43-00-525-00	Landfill Monitoring				650.00	650.00	0%
		70,018.80	5,516.27	39,429.48	70,319.60	30,890.12	58%

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
RECYCLING							
2-44-00-274-00	Recycling Trailer Insurance	5.41		5.79	5.79		100%
2-44-00-290-00	Toxic Roundup	4,266.15					0%
		4,271.56		5.79	5.79		100%
PREVENTIVE SOCIAL SERVICES							
2-51-00-755-00	Contribution to FCSS	59,929.00		58,449.89	58,449.89		100%
		59,929.00		58,449.89	58,449.89		100%
BASHAW MEDICAL CLINIC							
CEMETERIES & CREMATORIUMS							
2-56-00-112-00	Public Works Salaries	2,978.41	2,262.70	8,780.55	10,348.00	1,567.45	85%
2-56-00-230-00	Cemetery - Professional Services	225.67		118.49	230.00	111.51	52%
2-56-00-250-00	Cemetery - Repairs & Maintenance	1,755.97		213.76	2,000.00	1,786.24	11%
2-56-00-274-00	Cemetery Insurance	7.80		8.34	8.34		100%
2-56-00-520-59	Cemetery Cub 725 CC Mower Rep & Maint	565.22		9.83	500.00	490.17	2%
2-56-00-521-59	Cemetery Fuel Cub 725 CC Mower	206.91	212.06	276.23	500.00	223.77	55%
		5,739.98	2,474.76	9,407.20	13,586.34	4,179.14	69%
ECONOMIC DEVELOPMENT							
TOURISM							
2-62-00-215-00	Freight, Postage, Telephone	1,100.18	94.43	743.86	1,100.00	356.14	68%
2-62-00-220-00	Tourism - Advertising	2,646.77	59.05	1,882.95	3,000.00	1,117.05	63%
2-62-00-274-00	Tourist Information Centre Insurance	287.24		306.99	306.99		100%
2-62-00-250-00	Tourism Repairs & Maintenance				200.00	200.00	0%
		4,034.19	153.48	2,933.80	4,606.99	1,673.19	64%
SUBDIVISION LAND & DEVELOPMENT							
2-66-00-230-00	Subdivision, Land and Development	5,261.60	3,770.00	46,249.42	11,500.00	(34,749.42)	402%
2-66-00-990-00	Cost of Land Sold	3,751.70					0%
	<i>Viana Planning - 18,400.00 Public Utility Lot Processing/Legal/Permits/etc</i>	9,013.30	3,770.00	46,249.42	11,500.00	(34,749.42)	402%
RENTED BUILDINGS							
2-69-00-250-00	Repair & Maintenance	1,358.02		468.20	1,000.00	531.80	47%
2-69-00-540-50	Campus Energy Power	1,530.02	128.00	887.61	1,600.00	712.39	55%
2-69-00-540-51	Building Rentals Natural Gas	2,433.05	83.10	1,435.61	2,500.00	1,064.39	57%
		5,321.09	211.10	2,791.42	5,100.00	2,308.58	55%
RECREATION FACILITIES & PROGRAMS							
2-71-00-110-00	Administration Salaries & Wages	19,411.05	1,470.77	13,175.51	19,825.26	6,649.75	66%
2-71-00-110-20	Salaries & Wages	29,983.58	1,267.12	20,131.97	59,675.20	39,543.23	34%
2-71-00-130-00	Employee Benefits & EI CPP Expense	2,617.56		1,522.02	12,673.77	11,151.75	12%
2-71-00-140-00	Recreation Training	495.00			990.00	990.00	0%
2-71-00-211-00	Travel & Subsistence	391.88			1,000.00	1,000.00	0%
2-71-00-215-20	Freight, Postage & Telephone - Arena	1,561.55	193.48	1,102.69	1,600.00	497.31	69%
2-71-00-230-20	Recreation - Special Services	330.65		464.00		(464.00)	0%
2-71-00-250-12	Ball Diamond & Raquet Sports Rep&Maint	67.77			3,000.00	3,000.00	0%
2-71-00-250-20	Repairs & Maintenance - Arena	97,505.05	22,736.00	39,316.91	38,569.00	(747.91)	102%
2-71-00-274-20	Insurance	13,142.23		14,045.61	14,045.61		100%
2-71-00-510-12	Ball & Raquet Sport Supplies			400.00	2,000.00	1,600.00	20%
2-71-00-510-20	Supplies - Arena	4,441.13		2,854.76	8,000.00	5,145.24	36%
2-71-00-540-50	Campus Energy Power	31,620.33	938.83	15,613.65	33,000.00	17,386.35	47%
2-71-00-540-51	Recreational Natural Gas	10,501.51	438.12	10,434.29	11,000.00	565.71	95%
		212,069.29	27,044.32	119,061.41	205,378.84	86,317.43	58%
PARKS							
2-72-00-110-00	Salaries & Wages - Parks	40,001.23	8,407.83	35,043.88	34,663.20	(380.68)	101%
2-72-00-111-11	Salaries & Wages - Parks S.T.E.P.				9,600.00	9,600.00	0%
2-72-00-250-00	Parks Repairs & Maintenance	9,785.17	325.76	6,917.90	5,300.00	(1,617.90)	131%
2-72-00-274-00	Insurance	570.41		609.92	609.92		100%
2-72-00-510-00	General Goods & Supplies	20,397.25	1,039.44	2,809.89	7,400.00	4,590.11	38%
2-72-00-540-50	Campus Energy Power - Heritage Park	1,279.24	84.48	746.78	1,300.00	553.22	57%
2-72-00-770-00	Grants to Organizations - Beautification Committee	0.05		2,300.00	18,000.00	15,700.00	13%
		72,033.35	9,857.51	48,428.37	76,873.12	28,444.75	63%

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
COMMUNITY CENTRE							
2-74-00-110-00	Community Centre - Wages	313.43	246.81	924.85	1,903.20	978.35	49%
2-74-00-215-00	Freight, Postage , Telephone	924.00	77.00	616.00	924.00	308.00	67%
2-74-00-215-01	Community Centre - Xplomet	1,232.28	169.48	755.62	1,232.28	476.66	61%
2-74-00-250-00	CULTURAL FACILITY - Repairs & Maintenance	35,184.47	3,054.93	18,653.01	18,786.64	133.63	99%
2-74-00-274-00	Community Centre - Insurance	6,535.29		6,985.60	6,985.60		100%
2-74-00-510-01	Community Centre - Supplies	133.43		24.20	200.00	175.80	12%
2-74-00-540-50	Campus Energy Power Community Hall Town Share	8,060.62	784.61	4,855.94	8,100.00	3,244.06	60%
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	6,133.78	139.03	3,138.45	6,200.00	3,061.55	51%
2-74-01-540-50	Campus Energy Power - Community Centre 1/2 Share	28.79		517.21		(517.21)	0%
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 Share	(28.80)		(517.23)		517.23	0%
2-74-01-770-00	Library Contribution	9,096.50		5,373.69	15,664.90	10,291.21	34%
		<u>67,613.79</u>	<u>4,471.86</u>	<u>41,327.34</u>	<u>59,996.62</u>	<u>18,669.28</u>	<u>69%</u>
MUSEUM							
2-74-10-274-00	Museum - Insurance	1,578.60			1,687.10	1,687.10	0%
2-74-10-250-00	Museum - Repairs & Maintenance	63.19			300.00	300.00	0%
		<u>1,641.79</u>			<u>1,987.10</u>	<u>1,987.10</u>	<u>0%</u>
ANNIVERSARY/ CENTENNIAL CELEBRATIONS							
OPERATING CONTINGENCIES RESERVES							
REQUISITIONS							
2-99-00-750-00	Alberta School Foundation Fund	221,548.45		110,774.23	234,391.39	123,617.16	47%
2-99-00-752-00	Camrose Area Lodge Authority	407.00		830.00	830.00		100%
		<u>221,955.45</u>		<u>111,604.23</u>	<u>235,221.39</u>	<u>123,617.16</u>	<u>47%</u>
TOTAL EXPENSES		<u>2,150,832.02</u>	<u>142,381.84</u>	<u>1,411,479.85</u>	<u>2,159,954.61</u>	<u>748,474.76</u>	<u>65%</u>
NET TRANSFERS FR/TO OPERATING CAPITAL							
AMORTIZATION							
2-12-00-790-00	Amortization - Administration	14,077.46					0%
2-23-00-790-00	Amortization - Fire	4,896.33					0%
2-32-00-790-00	Amortization - Public Works	201,172.98					0%
2-33-00-790-00	Amortization - Airport	651.22					0%
2-41-00-790-00	Amortization - Water	45,626.04					0%
2-42-00-790-00	Amortization - Sewer	76,757.19					0%
2-62-00-790-00	Amortization - Tourist Booth	893.76					0%
2-71-00-790-00	Amortization - Arena	15,783.18					0%
2-72-00-790-00	Amortization - Parks	8,622.46					0%
2-74-00-790-00	Amortization - Community Centre	71,844.05					0%
		<u>440,324.67</u>					<u>0%</u>
TOTAL EXPENSES & CAPITAL ITEMS NET OF REVENUE & EXPENSES		<u>2,591,156.69</u>	<u>142,381.84</u>	<u>1,411,479.85</u>	<u>2,159,954.61</u>	<u>748,474.76</u>	<u>65%</u>
		<u>(439,410.57)</u>	<u>(62,479.93)</u>	<u>(420,284.95)</u>		<u>420,284.95</u>	
FINANCES ACQUIRED							
Pending Projects							
FINANCES APPLIED							

BVR
Town of Bashaw
For the Eight Months Ending August 31, 2022

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
Roads, Streets, Walks, Lighting: 6-32-00-656-36	Roads - Equipment			14,000.00		(14,000.00)	0%
	Total Roads, Streets, Walks, Lighting			14,000.00		(14,000.00)	0%
TOTAL FINANCES APPLIED				14,000.00		(14,000.00)	0%
Net of Finances Acquired & Applied				14,000.00		(14,000.00)	0%
NET TOTAL OF ALL CATEGORIES		(439,410.57)	(62,479.93)	(406,284.95)		406,284.95	

**TOWN OF BASHAW
MONTHLY STATEMENT
August 31, 2022**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
BALANCE AT END OF PREV MONTH	\$ 724,172.90	\$ 1,013,823.36	\$ 1,737,996.26
RECEIPTS FOR THE MONTH	\$ 37,749.22		\$ 37,749.22
ALBERTA DIRECT DEPOSIT	\$ 121,504.60		\$ 121,504.60
VOID TRANSACTIONS	\$ 1,509.76		\$ 1,509.76
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 65,126.52		\$ 65,126.52
SERVUS CREDIT UNION - INTEREST	\$ 2,020.73		\$ 2,020.73
			\$ -
TERM INTEREST		\$ 1,420.75	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
SUB-TOTAL	\$ 952,083.73	\$ 1,015,244.11	\$ 1,967,327.84
DISBURSEMENTS FOR THE MONTH	\$ 147,725.60		\$ 147,725.60
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 39.60		\$ 39.60
BANK CONFIRMATION FEE	\$ -		
NUTEC	\$ 27.25		\$ 27.25
SCHOOL PAYMENT	\$ -		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
BALANCE AT END OF MONTH	\$ 804,291.28	\$ 1,015,244.11	\$ 1,819,535.39
BANK BALANCE AT MONTH END	\$ 849,336.11	\$ 1,015,244.11	\$ 1,864,580.22
OUTSTANDING DAILY DEPOSITS	\$ 5,830.77		\$ 5,830.77
OUTSTANDING ONLINE/INTERAC	\$ 5,981.70		\$ -
OUTSTANDING DIR DEPOSITS	\$ 150.00		
SUB-TOTAL	\$ 861,298.58	\$ 1,015,244.11	\$ 1,876,542.69
LESS OUTSTANDING CHEQUES	\$ 57,007.30		\$ 57,007.30
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
BALANCE AT END OF MONTH	\$ 804,291.28	\$ 1,015,244.11	\$ 1,819,535.39

THIS STATEMENT SUBMITTED TO COUNCIL

September 14, 2022

MAYOR

TOWN MANAGER

System: 2022-09-01 12:06:33 PM
User Date: 2022-08-31

Town of Bashaw
RECONCILIATION POSTING JOURNAL
Bank Reconciliation

Page: 1
User ID: Finance

Audit Trail Code: CMADJ00000292
Chequebook ID: CREDIT UNION
Description: Credit Union General Account

Bank Statement Ending Balance: \$849,336.11
Bank Statement Ending Date: 2022-08-01
Cutoff Date: 2022-08-31

Statement Ending Balance	\$849,336.11
Outstanding Cheques (-)	\$57,007.30
Deposits in Transit (+)	\$11,962.47

Adjusted Bank Balance	\$804,291.28

Chequebook Balance as of Cutoff	\$804,291.28
Adjustments	\$0.00

Adjusted Book Balance	\$804,291.28

Difference	\$0.00
	=====

CAO

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@abmunis.ca>
Sent: August 22, 2022 3:07 PM
To: CAO
Subject: Asset Management Training

Good afternoon,

I'm happy to share that Alberta Municipalities, in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta, have received funding to offer asset management training to municipal administrators and elected officials at **no charge**, under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP).

We have offered this training in past years, but as this is the last year that MAMP funding is available we wanted to offer a more fulsome program. The training available for this year will include:

- 1-day workshops for elected officials in five locations across the province
- Introductory and Advanced Asset Management Cohort Workshop Series for administration
- A community of practice group learning opportunity offered by Infrastructure Asset Management Alberta

We have already launched registration for the elected officials workshops and the introductory and advanced cohorts on our website: <https://www.abmunis.ca/advocacy-resources/infrastructure/asset-management/asset-management-courses>

Infrastructure Asset Management Alberta will be launching the group learning opportunity at a later date.

Registration in the cohort workshops for administrators requires a council resolution to support participation and is part of our reporting requirements to FCM. If you are unable to secure a resolution prior to September 16, 2022 we will accept a draft resolution with a commitment to secure a council resolution prior to the end of the training opportunity. If you have any questions about this offering, please email Clint Neufeld at clint@abmunis.ca

Sincerely,

Dan Rude | Chief Executive Officer

ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca

300-8616 51 Ave Edmonton, AB T6E 6E6

Toll-Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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August 24, 2022

Town of Bashaw
PO Box 510
Bashaw, AB T0B 0H0

Attention: Ms. Theresa Fuller, Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement

Pursuant to our franchise agreement, your municipality has the option to change the franchise fee percentage in 2023. A request to change the franchise fee must be received by ATCO Gas in writing prior to November 1, 2022. If you are considering changing the franchise fee in 2023, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Town of Bashaw a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Town of Bashaw, this percentage is 15.00%.

In 2021, our Delivery Tariff revenue in the Town of Bashaw was \$301,174. Our forecast Delivery Tariff revenue for 2023 is \$371,784. Therefore, based on the current franchise fee percentage, your forecast 2023 franchise fee revenue would be \$55,768.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at Bruce.Legault@atco.com.

Yours truly,

Bruce Legault

**Bruce Legault
Manager, Red Deer
ATCO Natural Gas Division**

Town of Bashaw
Public Works Project Duties list.

Project or Duty Description:	Priority	Regular Duty	Additional Duty	Start Date:	Estimated Project timeline	Issues, details, causes of delays?	Date Completed
Water Related							
Water Meter Replacement	X			ASAP		Process of working on; booking changeovers with residents.	
#3 Vertical Turbine rebuild	X					Not complete	
Shut off Valve checks and replacements						Incomplete	
CC Valve Replacement		X		ASAP		TBD	
Water leak site cleanups	X			July/18/22		Lawns complete/seeded; concrete is on schedule	
Recreation/Arena							
Gutter Repairs	X			ASAP		Curling rink and arena on schedule	
Ball Diamonds	X			April 6 2022	Complete, ongoing for season	Seasonal maintenance, dragging, weed removal in preparation for next season.	Aug-22
RV stations		X		May 27/2022	2 Days	Campground RV is back in service	Aug-22
Exterior Building repairs			X	Jul-22	2 Weeks	Community Centre in process; just needs painting.	Aug-22
Garbage cleanup		X				Ongoing.	
Repairs to the Curling Club Shed		X		ASAP		Outstanding; need to budget	
Arena Plexiglass		X		May-22	2 Weeks	Removed for upcoming concert.	
Parks, trees, Cemetery							
Pond Treatment Program		X		June 15/22	Sept 15/22	Final phase is being implemented	Sept-22
Tree Trimming Maintenance program						Ongoing	
Weed Control		X				Ongoing, trails have been completed.	
Pest control		X		April 15/22	on going	Gopher control has been continuing.	Sept 8/22
Lawn Maintenance		X		May 1 2022	As needed	W:\Parks\Lawn Maintenance List.xls Being completed as scheduled	
Cemetery						Community Clean up - June 10, 2022	
Fence line Completion			X	June 1/2022	3 Weeks	Started, however has not been completed. Will be maintained with weed wacker.	
Lawn Maintenance		X		May 1/2022	As needed	Ongoing, growth has slowed. We have received compliments on status.	
Round up around grave covers		X		June 1/2022	1 Week	Done.	Aug-22
Streets							
Street Cleaning	X			Jun-22		Done, ready for fall clean up	
Remove Tree Behind Community Church Mainstreet						trimmed back and addressed.	
Mow and whipper-snip trees behind Robinson Place						Ongoing	

**Town of Bashaw
Public Works Project Duties list.**

Lawn Maintenance											W:\Parks\Lawn Maintenance List.xls	
Culvert Drain maintenance								Jun-22	3 Weeks		Started, but more to complete.	
Paint Hydrants on Main Street								May 23/2022	2 Weeks		Not started.	Sep-22
Road repairs main St								Jun-22			Patching has been completed.	
Sidewalk Repairs Main St								ASAP	2 weeks		Outstanding, may need to plan for next year.	
Main St Line Painting								June	2 weeks		waiting on product	
Plant 4" pine Trees with water bags 51Ave								June	2 days		Trees have not been received.	
Catch Basin Clean out								June	1 Week		Anticipated for fall.	Sept/9/22
Hydrant Flushing								June	1 Week		Ongoing	
Manhole checks											Starting week of August 15, 2022	
Install new sign for Sitting Stone Lake								April 29/22	1 day		Grease buildup control	Monthly
Airport											Ongoing	
Lawn Maintenance									As needed		Ongoing	
Building Maintenance											Ongoing	
Sewer												
Lift Station 1 Cleaning											Grease buildup control	Monthly
Lift Station 1 Pump 2								Jul-22			Continue to experience high level alarms.	
Lift two Backup motor rebuild								Apr-22	4 day		Complete.	August
Lagoon maintenance								May-22	As needed		Ongoing	
lines flushed								June 20/2022	1 Week		Completed on schedule; due again in September.	
Shop												
Equipment maintenance											Ongoing	
Inventory								Jun-22			Over the summer months	
Beautification												
Campsite												
Cameground											Painting of kitchen, washrooms, benches, re-grading campground stalls, etc.	Aug-22
Cemetery								Jun-22			Clean up booked June 10, 2022	
remove Deadfall											Complete	
Weed Control											Complete	
remove deadfall on the way to the cemetery											Complete	
Pressure wash											Complete	
West fence line path cut in											Complete	
Pest control											Complete	
Weed wacking											Ongoing	
Fish Pond												
Weed control around the trees, concrete blocks and trash clean up											Ongoing	
Sweep and wash down the outhouses											Complete	
Paint Park bench Sproule Place											Complete	



CHIEF ADMINISTRATOR'S REPORT
Submitted for September 14, 2022, Regular Meeting of Council

➤ Action List Items from August 22, 2022:

Fence Encroachment Request – C. Sigenza has been provided a letter with timeline to provide Real Property report, (to prove placement on his property) or remove fence.

Development Application 2022 – 8 – Additional follow up required.

Voyent Alert – Company has been notified of approval, enrollment to be completed. Administration intends to roll out the app within the new website. There are still some items to prepare for the new website.

Strategic Plan Review – Arrangements for the survey – outstanding.

Outstanding from Prior Meetings:

Waste Bylaw 639 – 99 – Review and/or locate suitable replacement. (outstanding)

MP. Kurek – Meeting occurred at 5:30 pm prior to the previous council meeting on August 22, 2022.

Communications Policy Request – Due prior to the end of 2022. Outstanding.

Council Schedule –MDP and ICF – Book dates.

➤ CAO Activities/Meetings:

September 2, 2022 – CAO out of the office

September 7, 2022 – Meeting with Dennis Jones – Emergency Preparedness and Mass gathering information.

September 8, 2022 – Meeting in Clive with Nicole Lorrain, employment specialist updates on grants and programming for the area.

➤ Day to Day:

Items worked on:

Human resources, development follow up, special meeting notices, waivers, FOIP requests, various phone conversations, follow up on resident concern list, Website – Development section, Development Permits, Letter of support for Mainstreet Project, Tax recovery; Public Auction cancelled, discharge of tax recovery notification, Communication with residents; regarding noise concerns, Resident Development questions, and various walk-in inquiries.

Respectfully submitted,


Theresa Fuller, Chief Administrative Officer